



# Adopted Budget Fiscal Year 2008-2009

City of Redondo Beach  
California



# CITY OF REDONDO BEACH

## **ADOPTED BUDGET** *Fiscal Year 2008-2009*



### **MAYOR**

Michael A. Gin

### **CITY COUNCIL**

Steve Aspel

Chris Cagle

Pat Aust

Steven Diels

Matt Kilroy

### **CITY MANAGER**

William P. Workman

### **ASSISTANT CITY MANAGER**

David Biggs

### **CITY ATTORNEY**

Michael Webb

### **CITY CLERK**

Eleanor Manzano

### **CITY TREASURER**

Ernie O'Dell

# CITY OF REDONDO BEACH

## MAYOR AND CITY COUNCIL



Michael A. Gin  
Mayor



Steve Aspel  
Councilmember  
District 1



Chris Cagle  
Councilmember  
District 2



Pat Aust  
Councilmember  
District 3



Steven Diels  
Councilmember  
District 4



Matt Kilroy  
Councilmember  
District 5

## CITY OFFICIALS

William P. Workman  
City Manager

David Biggs  
Assistant City Manager



Michael Webb  
City Attorney



Eleanor Manzano  
City Clerk



Ernie O'Dell  
City Treasurer

Michael Witzansky  
Director of Recreation & Community Services

Daniel P. Madrigal  
Fire Chief

Steve Huang  
City Engineer/Chief Building Official

Gwendolyn Parker  
Harbor, Business and Transit Director

Chris Benson  
Information Technology Director

Randy Berler  
Planning Director

W. Joseph Leonardi  
Chief of Police

Jean Scully  
Director of Library Services

Sylvia Glazer  
Public Works Director

Diana Moreno  
Financial Services Director



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Redondo Beach  
California**

For the Fiscal Year Beginning

**July 1, 2007**

*Charles S. Cox*

President

*Jeffrey R. Emswiler*

Executive Director

# California Society of Municipal Finance Officers

**Certificate of Award**  
**For**  
***Excellence in Operating Budgeting***

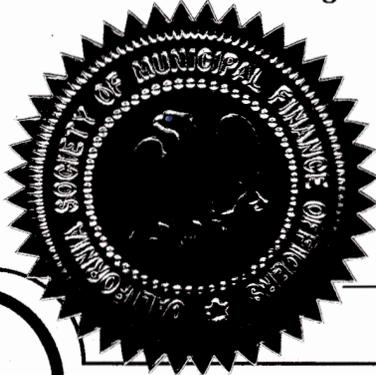
***Fiscal Year 2007-2008***

*The California Society of Municipal Finance Officers (CSMFO) proudly presents this certificate to*

**City of Redondo Beach**

*For meeting the criteria established to achieve the Excellence Award in the OPERATING BUDGET CATEGORY.*

**March 6, 2008**



*Bradley R. Grant*

**Brad Grant**  
CSMFO President

*Cindy Guziak*

**Cindy Guziak, Chair**  
Budgeting & Financial Reporting

**CITY OF REDONDO BEACH  
ADOPTED BUDGET  
FISCAL YEAR 2008-2009**

**TABLE OF CONTENTS**

<b>City Manager's Message .....</b>	<b>i</b>
 <b>General Information</b>	
Organizational Chart.....	1
Profile & Statistics.....	2
Geographical Boundaries.....	7
General Fund Per Capita Expenditures.....	8
Compensation and Benefits.....	9
Personnel Summary by Department.....	10
Budget Adoption Resolution.....	20
Budget Preparation Timeline.....	22
Budgetary Process and Other Management Information.....	23
Statements of Financial Principles.....	29
Budget Account Structure.....	34
Classification of Funds.....	35
Glossary of Budget Terms.....	40
Definition of Acronyms.....	48
Frequently Asked Questions.....	51
 <b>Financial Summaries</b>	
Summary of Estimated Revenues, Appropriations & Fund Balances.....	55
Revenue and Expenditure Pie Charts.....	58
Schedule of Interfund Transfers.....	60
Harbor Tidelands Financial Summary.....	61
Harbor Uplands Financial Summary.....	62
Solid Waste Financial Summary.....	63
Wastewater Financial Summary.....	64
Street Landscaping and Lighting Financial Summary.....	65
Community Development Block Grant Financial Summary.....	66
Housing Authority Financial Summary.....	67
Seaside Lagoon Financial Summary.....	68
Redondo Beach Performing Arts Center Financial Summary.....	69
Breakwater Camp Financial Summary.....	70
Beach Cities Transit Financial Summary.....	71
Harbor Parking Structures Financial Summary.....	72
Farmers' Market Financial Summary.....	73
Community Emergency Response Team (CERT) Financial Summary.....	74
General Fund Five-Year Financial Plan.....	75

**CITY OF REDONDO BEACH  
ADOPTED BUDGET  
FISCAL YEAR 2008-2009**

**TABLE OF CONTENTS**

**Revenues**

Overview of Estimated Revenues.....	79
Two-Year Comparison of Estimated Revenues by Fund.....	84
Graphs/Major Sources of Revenues – General Fund.....	85
Revenue Detail.....	97

**Expenditures**

Overview of Appropriations.....	105
Two-Year Comparison of Appropriations by Fund.....	108
Appropriations Summary by Department/by Fund.....	110
Appropriations Summary by Department/by Expenditure Type.....	112
Appropriations Summary by Fund/by Program/by Department/by Expendi	113
Five-Year Overview of Departmental Appropriations.....	121
Five-Year Overview of Appropriations by Fund.....	122
Harbor Enterprise Funds Summary.....	123
Solid Waste Enterprise Fund Summary.....	124
Wastewater Enterprise Fund Summary.....	125
Citywide Allocated Costs.....	126

**Department Details**

Mayor and City Council.....	129
City Clerk.....	135
City Treasurer.....	143
City Attorney.....	149
City Manager.....	157
Information Technology.....	163
Human Resources.....	169
Financial Services.....	179
Police.....	187
Fire.....	199
Public Library.....	211
Recreation and Community Services.....	217
Planning.....	231
Engineering and Building Services.....	239
Harbor, Business, and Transit.....	249
Public Works.....	261

**Capital Improvements Summary**

Capital Improvement Projects Summary and Timeline.....	277
Capital Improvement Projects Summary by Fund/by Function.....	281
Capital Improvement Projects Summary by Fund/by Program.....	282
Capital Improvement Projects Detail and Operating Budget Impact.....	288

**CITY OF REDONDO BEACH  
ADOPTED BUDGET  
FISCAL YEAR 2008-2009**

**TABLE OF CONTENTS**

**Redevelopment Agency**

Budget Message.....	297
Organizational Chart.....	298
Statistical Profile.....	299
Summary of Estimated Revenues, Appropriations & Fund Balances.....	300
Schedule of Interfund Transfers.....	301
Summary of Personnel.....	302
Overview of Estimated Revenues.....	303
Two-Year Comparison of Estimated Revenues by Fund.....	304
Graphs/Major Sources of Revenues.....	305
Revenue Detail.....	308
Overview of Appropriations.....	309
Two-Year Comparison of Appropriations by Fund.....	312
Appropriations Summary by Fund by Expenditure Type.....	313
Five-Year Overview of Appropriations.....	314
Five-Year Overview of Other Financing Sources (Uses).....	316
Annual General Funds Budget.....	317
Annual Housing Funds Budget.....	318
Annual Debt Service Funds Budget.....	319
Key Annual Service Activities.....	320
<b>Index.....</b>	<b>321</b>

# CITY MANAGER'S MESSAGE





---

Office of the City Manager

415 Diamond Street, P.O. Box 270  
Redondo Beach, California 90277-0270  
www.redondo.org

tel 310 372-1171  
fax 310 379-9268

May 16, 2008

Dear Mayor and Members of the City Council:

A balanced budget for fiscal year 2008-09 is presented for the City Council's consideration. The City's corporate value of fiscal responsibility and the Council's sound financial principles guided the crafting of this challenging budget for the coming year. A set of recommended Decision Packages has been prepared for the Council's action that will enable the budget to be balanced but with leaner staffing levels. It is my strong advice that the City Council defers consideration of adding new General Fund projects and programs in FY 08-09. Our core services need to be strengthened and in some cases restored before we tackle new initiatives that could further strain our fiscal health.

The major thrust of work proposed in FY 08-09 will be to construct a wide scope of capital improvement projects while at the same time downsizing the organization to align ongoing revenues with ongoing expenditures. Municipal General Fund revenues have stalled in a weakening State economy and lower than hoped for performance from our local business assets. This has occurred at a time when we are experiencing higher than projected costs for the products and services we buy as well as the expenses related to compliance with tougher accounting standards. As a consequence, an anticipated \$1.4 million General Fund imbalance between revenues and expenses has had to be addressed through proposed budget reductions developed from the professional recommendations of our City Department Heads.

#### Outlook for the Fiscal Year

The City Manager is directly responsible to the City Council under the City Charter to 1) prepare and submit the annual budget to the Council 2) advise the Council on the City's financial condition and future needs 3) be responsible for the budget's administration after adoption 4) prepare and submit a complete

report on year-end financial and administrative activities. In preparing the recommended budget, the key assumptions used for developing the underlying fiscal plan were as follows:

- The current economic malaise and construction industry problems will continue through the fiscal year constraining municipal revenues.
- The State government's \$17.2 billion budget shortfall will mean reduced grants, subventions and other categorical revenues to the City.
- Heated competition for regional sales tax dollars will mean shifts in consumer spending and weaken Redondo Beach sales tax revenue.
- Although the travel and tourism industry is an area of strength, we are faced with continued competition for visitors.
- A slow real estate market will moderate the growth of property tax and lower property transfer tax revenues.
- Utility Users Tax revenue remains relatively flat consistent with consumer trends.
- Police and Fire Department core expenditures will need to be reduced by 2% and Non-Safety Departments will need to be reduced by 2.5% to bridge a \$1.4 million gap between ongoing General Fund available resources and ongoing expenditures.
- New accounting mandates require higher accountability for the City Council and City Management to expend money on pension, health care and post-retirement benefits.
- Construction expenditures will rise as key capital improvements and infrastructure are built.
- Compensation plans will allow us to attract and retain quality employees.
- Continuing emphasis will be on customer service, but with leaner staffing levels.
- Choices by the Redondo Beach voters in the coming elections could lay the long-term foundation for the City's financial future and determine the amount of municipal services the public will receive.

### Overview of Developing the Proposed Budget

The City Manager is responsible for delivering a proposed budget to the City Council by May 16 of each year. This is done in accordance with the City Charter and the Council's Financial Policies. The City's fiscal year runs from July 1 to June 30.

Every year the budget development process begins with an assessment of our revenue base, followed by an evaluation of potential changes in that revenue base. Next, the proposed expenditure plan for services and capital projects is prepared by the City's Department Heads under the direction of the City Manager. The City's expenditures are categorized into five areas: Personnel; Maintenance & Operations; Internal Service Fund Allocations; Capital Outlay; and Capital Improvements.

The Departments were directed to prepare their budgets starting at the expenditure and service levels adopted by the City Council for FY 07-08. Adjustments were then made to departmental expenditure budgets in the Personnel category that reflect changes due to labor agreements and employee movements within authorized compensation schedules. Additionally, adjustments were made in the departmental Internal Service Fund expenditure category to reflect updated charges and overhead. The combination of all of the above changes set the anticipated departmental “base” budget for FY 08-09.

Those Departments seeking changes to their base budgets or service levels were required to submit a supplemental request (*known as a “Decision Package”*) to the City Manager for each change. This year Departments were directed to recommend Decision Packages to reduce their anticipated base budget. A total of 67 Decision Packages were submitted by Departments for consideration by the City Manager for possible inclusion in the budget.

The departmental Decision Packages were evaluated by the City Manager. The highest priority Decision Packages are recommended for approval by the City Council as reductions and supplements to the departments’ FY 08-09 base budgets. We have many more departmental needs than we have funding available. The City is primarily a service organization, and the majority of our costs are in personnel. Meeting our payroll requirements for the City’s 496 employees takes precedence over new programs in order to provide current services. The following criteria were used in the evaluation and ranking:

1. Would the Decision Package reduce ongoing General Fund departmental expenditures to align with available City funding resources?
2. Would the Decision Package sustain or improve revenues to the City?
3. Would the Decision Package be needed to comply with mandates or fund unavoidable costs for current basic services?
4. Would the Decision Package be needed to protect the health and safety of the public, employees or environment?
5. Would the Decision Package support achievement of goals and objectives in the Strategic Plan?
6. Would the Decision Package improve organizational efficiency, economy or effectiveness?
7. Would the Decision Package fill gaps in current services or meet new service needs?

The budget is about making choices between competing service priorities. Using the criteria described above, a total of 49 Decision Packages impacting the budget are recommended. The total amount, \$1.6 million, of proposed reductions are all contained in the General Fund. The total amount of proposed appropriations for all Decision Packages is \$3.9 million with \$579,322 recommended for the General Fund. Decision Packages recommended by the City Manager are listed immediately following this message.

The annual budget is a means to communicate about the municipal *services* we provide, the *quality* of those services and the *value* of those services. The Departments have prepared performance measures that describe their core annual service activities. Identified also are the key departmental projects and assignments that we expect to see completed during the fiscal year. In each department budget is an estimate of where staff hours are applied in accomplishing the work.

Early in 2008, all the City Commissions were solicited regarding their views on City Budget priorities and capital improvement project needs. This was followed by the Budget & Finance Commission meeting in March with the City Manager and Director of Financial Services to receive feedback on revenue opportunities, possible expenditure changes, service levels, performance measures, capital projects and productivity improvements. The Public Works Commission and Budget & Finance Commission met in a joint April session to review the proposed Capital Improvement Program. A second meeting with the Budget & Finance Commission is planned for May 22.

The City Council is scheduled to review the proposed Annual City Budget on June 3. The recommendations for the Capital Improvement Budget are to be reviewed in a workshop on June 10. The second review and adoption of the Budget and CIP is slated for June 17. Approximately 10 to 20 Budget Response Reports are expected to be prepared by staff during the City Council's budget deliberations. These Response Reports answer important financial, budgetary and policy questions raised by the City Council.

### The Annual Budget in Brief

The total City revenue from all sources (excluding internal charges) is estimated to be \$94.5 million in FY 08-09. The total expenditures proposed for all Funds is \$99.2 million. The difference of \$4.7 million will be funded from the estimated

beginning fund balance and the following proposed departmental General Fund expenditure reductions:

Mayor and City Council	15,337
City Clerk	17,018
City Treasurer	15,115
City Attorney	52,423
City Manager	47,423
Human Resources	18,849
Financial Services	43,827
Police	564,245
Fire	270,864
Public Library	98,120
Recreation and Community Services	149,455
Planning	37,153
Engineering and Building Services	98,506
Harbor, Business and Transit	8,117
Public Works	97,660
	<u>1,534,112</u>

The FY 08-09 Capital Improvement Plan proposes \$8.0 million in projects to be paid for with \$8.0 million from eleven funding sources.

### General Fund Revenue

The projected General Fund revenue for FY 08-09 is \$62,343,750 (excluding internal overhead). This represents an increase of \$677,091, or approximately 1.1%, when compared to the midyear budget for FY 07-08. The primary reasons for the increase can be attributed to property tax, property tax in lieu of VLF, and Redevelopment Agency reimbursement for the South Bay Center Project bond payment as agreed in the covenants. Below are five major revenue sources of the City and their anticipated changes from the FY 07-08 midyear budget. The explanation for the change is noted in the "Outlook for the Fiscal Year" above.

- Sales taxes are estimated to decrease 1.9% to \$10,078,000
- Property valuations are projected continue to increase in the City. This translates to an increase in property tax revenues of 5.2% to \$18,230,000. As a reminder to the Council and public, the City receives only 16.6% of the base rate collected by the County.
- Property Transfer taxes of \$1,378,000 are projected to decrease when compared with the prior year's midyear estimate.
- Transient Occupancy taxes are estimated to decrease by 4.1% to \$3,630,000.
- Utility Users Tax revenue is estimated to decrease \$125,000, or 1.6%, to \$7,675,000. This is because we are seeing only slight increases to utility usage.

## General Fund Expenditures

The projected General Fund expenditures for FY 08-09 are \$61,416,858 (excluding internal overhead). This represents a decrease of \$4,644,451, or approximately 7.0%, when compared to the midyear budget for FY 07-08. The primary reason for the decrease can be attributed to the inclusion of carryover maintenance and operations appropriations in the FY 07-08 midyear budget amount. Described below are the major assumptions used in projecting our “base” budget expenditures:

- Personnel costs will increase by 3.5% to \$46,780,913.
- 496 positions (all funds) are authorized compared to 513 five years ago. Recommended are reclassifications of 2 positions. A net of 3 positions are recommended for de-authorization.
- Maintenance & Operations and Capital Outlay costs were not permitted to increase from midyear amounts unless a Decision Package was recommended by the City Manager for a specific expenditure purpose.
- Internal Service Fund Allocations will increase to \$16,393,788, or 2.1%.
- Capital Improvements costs are scheduled in the Capital Improvement Plan (CIP).
- Payment for the South Bay Center Redevelopment Project Area Bond of \$643,430 as agreed in the covenants is reimbursed to the General Fund by the Agency and is reflected as revenue.

The difference between the General Fund available resources and expenditures before Decision Packages is \$1.4 million. A separate reserve for Council’s consideration to fund possible compensation adjustments as part of the meet and confer process in bargaining new labor-management agreements has already been taken into account in the FY 08-09 beginning fund balance. If the Proposed Budget is adopted as recommended, it is anticipated that a General Fund balance of \$130,000 will still be available for unanticipated one-time expenditures during FY 08-09.

## General Fund Reserve

In accordance with the City Council’s adopted Financial Principles, the General Fund will maintain a minimum reserve (undesignated fund balance) equivalent to 8.33% of the General Fund’s operating budget. For FY 08-09, the total amount of this reserve is \$5,860,904. The reserve earns interest, smoothes cash flow and is ready for unanticipated expenditures or emergencies. Should the State of California trigger a take-away of municipal revenues to help fill their massive budget shortfall, I may seek the Council’s authorization to tap this reserve on a short-term basis to pay our obligations while developing alternative financial solutions.

### Payroll Accounting Adjustment

The City Council and City Management now have increased responsibility for compliance with governmental accounting standards in regards to financial reporting. The result is that more audit adjustments are usually required and that we lose previous flexibility in handling expenses. The City's Independent Auditor has made a finding that mandates us to make a one-time payroll adjustment of \$1.2 million to correct a past practice of booking a portion of the final fiscal year payroll entirely in the next fiscal year. To make this correction, a draw down of \$1.2 million from the unallocated capital improvement fund has been scheduled to be used to meet the Auditor's accounting requirement.

### Health Care Premiums for Retirees Adjustment

As was noted at the midyear review, adjustment for the additional cost of \$198,300 for retiree health care premiums still is needed by the end of FY 07-08. The General Fund balance will be modified to reflect this change as of June 30, 2008.

### Harbor Enterprise Fund

The projected Harbor Enterprise Fund revenue for FY 08-09 is \$10,292,652. This represents a decrease of \$270,985, or approximately 2.6%, from the midyear budget for FY 07-08.

The projected Harbor Enterprise Fund expenditures for FY 07-08 are \$11,165,519. This represents a decrease of \$5,715,108, or approximately 33.9% from the midyear budget for FY 07-08. The primary reason for the decrease can be attributed to the fluctuation from year to year in Capital Improvement Projects funded by the Harbor Enterprise Fund.

The difference of \$872,867 will be funded from the estimated beginning fund balance.

Revitalization of the Harbor & Pier area is underway. Budget Response Reports will be delivered to the City Council on capital improvement planning in the area as well as the next priorities recommended for action by the City Council.

### Redevelopment Agency Fund

The projected Redevelopment Agency revenue for FY 08-09 is \$7,928,920. This represents an increase of \$327,262, or approximately 4.3% over the midyear budget for FY 07-08.

The projected Redevelopment expenditures for FY 08-09 are \$7,433,340. This represents a decrease of \$168,318, or approximately 2.2% when compared to the FY 07-08 midyear budget.

### Wastewater Fund

This Fund pays for capital improvements and maintenance of the sewer system protecting the public's health and environment. The Wastewater rates were set in 2004 and have not been adjusted since that time. A proposed rate adjustment is scheduled for a public hearing on June 3, 2008. Should the recommended rate structure not be approved, \$577,280 of expenses directly related to wastewater activities would need to be moved to the General Fund. This would create a financial hardship for the General Fund and be inconsistent with the City Council's financial principles for maintaining the fiscal integrity of enterprise funds.

The debt service for the City's Wastewater Bonds are paid for from this Fund and require by covenant that there be a 1.2 coverage ratio of net fee revenue to debt to assure financial viability.

The projected Wastewater Fund revenue for FY 08-09 is \$1,743,000. This represents an increase of \$5,637, or approximately 0.3%, over the midyear budget for FY 07-08.

The projected Wastewater Fund expenditures for FY 08-09 are \$3,550,153. This represents a decrease of \$2,191,828, or approximately 38.0%, from the midyear budget for FY 07-08. The reason for this substantial decrease is the inclusion of capital project carryover amounts in the FY 07-08 midyear budget; whereas, carryover amounts are not included in the FY 08-09 Proposed Budget.

### Budget & Financial Transparency

One of the important commitments we have to improved budget and financial transparency is to openly communicate the fiscal condition of our various municipal "business units". In other words, directly describe the revenues and expenditures for activities within the Budget by using mini-financial statements. This way, staff can make informed management recommendations and the City Council can make informed policy decisions. This Budget includes mini-financial statements for the following activities:

Community Development Block Grant  
Redondo Beach Performing Arts Center  
Breakwater Camp  
Harbor Uplands  
Harbor Parking Structures  
Solid Waste  
Farmers' Market

Housing Authority  
Seaside Lagoon  
Harbor Tidelands  
Beach Cities Transit  
Wastewater  
Street Landscaping & Lighting  
CERT Program

## Emerging Issues Likely to Effect the City's Financial Health

Each year we face hard new financial issues to join with the old unresolved ones that remain vexing to our City's fiscal health. The Mayor, City Council and City staff have been effective in taking positive steps to adapt to the constantly changing financial environment for municipal governments. The next round of tough issues includes:

- *State Budget Deficit.* The State of California has not been able to manage its expenditure and revenue plans, which has resulted in a \$17.2 billion deficit. Unless dramatic action is taken by the Governor and Legislature in the next 45 days, there will not be a State Budget July 1<sup>st</sup>. The prospect of the State running out of cash in August is very real. The implications to the City are serious, since many of our revenues are collected by the State and subvented to the City. Additionally, the pressure to enact revenue take-aways under Proposition 1A increases each day the State fails to get its fiscal house in order.
- *AES-Williams UUT Dispute.* The Courts ruled unfavorably to the City in the legal actions concerning the application of municipal utility user taxes to the private corporations operating the power plant in Redondo Beach. Unless overturned by an appeals court, the City may have to return to the corporations the \$56 million of back taxes held in trust and forgo the projected \$1.5 - \$2 million a year of ongoing UUT revenues.
- *Street Landscaping and Lighting District.* Costs to maintain public trees, medians, street lights and signals continue to rise. Assessments have not been raised since 1991. Property owners, in November of 2006, voted against adding a new assessment which resulted in an \$873,500 General Fund subsidy of the District in FY 2007-08. This subsidy allows the District to substantially maintain existing service levels. A one-time funding supplement to the District of \$223,000 is proposed as a Decision Package to maintain the current level of service in FY 08-09. Funding may not be available to cover higher costs in FY 09-10, which would lead to lower service levels or a need to consider seeking property owner approval of an assessment increase to cover the base costs. A workshop on this issue will be scheduled in the Spring of 2009 to explore the options.
- *Utility Users Tax – Telecommunications.* The confusion related to federal action to eliminate the FET and implementation of telecommunication deregulation will need to be cleared up by placing a measure on the ballot to clearly define the application of UUT to those services. The City is potentially at risk of losing approximately \$2 - \$2.5 million in UUT revenue should the federal government continue down this path of nullification of municipal revenues. A Decision Package is proposed to begin the community outreach effort needed on this important issue.

- *GASB 45.* To meet compliance requirements for Governmental Accounting Standards Board Statement #45, by action of the City Council, the City for the first time in the FY 08-09 proposed budget fully funds the required contribution for employee post-retirement health benefits. This accounting compliance represents approximately \$484,000 of new expenditures that were previously not budgeted.
  
- *Sales Tax Competition.* Redondo Beach's retail businesses are being negatively impacted by competition from newer establishments in surrounding South Bay communities. The most visible example is the Plaza El Segundo lifestyle shopping center. These retailers are attracting sales tax dollars that previously came to Redondo Beach. Improvement in sales tax dollars may come in the next few years as the Galleria makes a decision to expand and the Pier-Harbor business district makes incremental changes to embrace new retail ventures.
  
- *Transient Occupancy Taxes.* Similar to the retail situation, Redondo Beach is facing major competition from adjacent communities for dollars from over-night stay visitors. The transit occupancy tax is a revenue source that the City must nurture and expand as its special economic niche. The recent actions by the City Council to resolve the Pier-Harbor zoning inconsistencies was a positive step in encouraging new hotel investment. However, new hotel development looks to be years away and must be accompanied by a level of community acceptance so as to obtain necessary entitlements to build.
  
- *Health Care Premiums.* The costs for health care are rising more quickly than anticipated. Our employee associations are working cooperatively to help control costs and many employees based on current labor agreements will be contributing towards health care premiums in the future. We may be paying 20-30% more even with more cost controls and plan changes when renewals are due in the Fall.
  
- *Social Services.* The Workforce Investment Act (WIA) program and the South Bay Youth Project (SBYP) have successfully served the region's residents through the administrative initiatives of the City of Redondo Beach. Disappointing to report is that both programs are in jeopardy due to significant funding cuts by other governmental agencies and granting organizations. Keeping the program services available to Redondo Beach residents will require assigning the responsibilities to other qualified organizations capable of delivering these important services in an effective and economical manner. A major report on these programs is scheduled for May 20 along with the proposed Decision Packages outlined in this budget.

- *Facilities and Infrastructure Needs.* A large capital facility and infrastructure building program is underway. The City Council has prioritized key capital improvements and appropriated funding to accomplish them. \$33,376,048 in capital projects are in planning, design, bidding or construction in FY 2008-09. The new North Branch Library is easily the star of those facilities approved by the City Council for construction. The City Council is calendared for a workshop review of the proposed Capital Improvement Plan on June 10. Unfortunately, a portion of the unappropriated capital improvement program money drawn down last year from the Workers Compensation/Liability Fund will be needed to pay for several one-time expenses, including two upcoming elections and mandated payroll audit adjustments.
  
- *City-School District Relations.* The City of Redondo Beach and the Redondo Beach School District have fashioned a constructive relationship during the past three years. The activities of the City make a positive impact on the community's youth. Often overlooked is the City's financial support of the School District in their education mission. The City delivers a variety of no-cost services to the District as well as financial and capital project contributions to benefit student safety and education. This is most recently illustrated by the City's application and receipt of a major grant to improve safe routes to schools. Further cooperation is expected as both agencies weather the anticipated budget cuts from the State of California. A Budget Response Report detailing the City's financial contribution to the School District will be presented at the June 3 Budget Hearing.

### Conclusion

My appreciation is extended to the Mayor and City Council in providing leadership to the community and allowing me to work with them as a team to solve budget, accounting and financial matters. I want to express thanks to the Finance Services Department staff including Diana Moreno, Marni Ruhland, Jeff Payne, Steve Erlandson, Doug Kaku, and Robert Shellabarger for their efforts in building this municipal budget. In addition, I would like to say thank you to Ernie O'Dell and Frank Rowlen for their contributions to this document.

Sincerely,

A handwritten signature in black ink, appearing to read "William P. Jones". The signature is fluid and cursive, with a long horizontal stroke at the end.



**THIS PAGE LEFT INTENTIONALLY BLANK**

## **Budget Policy and Financial Supplements for the Fiscal Year 2008-09 Annual City Budget**

The Departments were directed to prepare their budgets starting at the expenditure and service levels adopted by the City Council for FY 2007-08. Adjustments were made to departmental expenditure budgets to reflect scheduled personnel and overhead cost increases. The result of those changes was each department's FY08-09 proposed "core budget". Departments seeking changes to their core budget or their service levels were required to submit supplemental policy-financial requests referred to as "*Decision Packages*".

The departmental Decision Packages were evaluated by the City Manager. The highest priority Decision Packages are recommended for approval by the City Council as reductions and/or supplements to departmental proposed FY 2008-09 core budgets. The following are the criteria that were used in the evaluation and ranking:

1. Would the Decision Package reduce ongoing departmental expenditures to align with available City funding resources?
2. Would the Decision Package sustain or improve revenues to the City?
3. Would the Decision Package be needed to comply with mandates or fund unavoidable costs for current basic services?
4. Would the Decision Package be needed to protect the health and safety of the public, employees or environment?
5. Would the Decision Package support achievement of goals and objectives in the Strategic Plan?
6. Would the Decision Package improve organizational efficiency, economy or effectiveness?
7. Would the Decision Package fill gaps in current services or meet new service needs?

## City Manager Recommended

### Decision Packages for City Council Approval

#### **Decision Packages that would reduce ongoing departmental expenditures to align with available City funding resources:**

Decision Package #1. Mayor & City Council's Office 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for contract services related to communications and public relations. Recommended is a reduction of \$15,337 to the General Fund ongoing core appropriation.

Decision Package #2. City Clerk's Office 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for contract services related to scanning maps, drawings and plans and substitute the use of existing personnel to undertake the work with new City-purchased scanning equipment. Recommended is a reduction of \$17,018 to the General Fund ongoing core appropriation.

Decision Package #3. City Treasurer's Office 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for maintenance & operations and contract services related to revenue evaluation & compliance. Recommended is a reduction of \$15,115 to the General Fund ongoing core appropriation.

Decision Package #4. City Attorney's Office 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding by 17% for outside legal assistance. As a result, the City will no longer be able to retain outside counsel who specialize in personnel, land use and CEQA matters. The three in house attorneys will be assigned matters that are currently handled by outside attorneys with specific expertise, causing turn around time in all other matters to be significantly increased. Recommended is a reduction of \$52,423 to the General Fund Office core appropriation.

Decision Package #5. City Manager's Office 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for professional services related to cable and pipeline franchises. Recommended is a reduction of \$47,423 to the General Fund ongoing core appropriation.

Decision Package #6. Information Technology Department 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding of maintenance & operations and contract services related to the Department administration of the City's information technology services. Recommended is a calculated 2.5% reduction to the General Fund's Internal Service Fund ongoing core appropriation.

Decision Package #7. Human Resources Department 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for contract services related to City employee training, skill building and professional development. Recommended is a reduction of \$18,849 to the General Fund ongoing core appropriation.

Decision Package #8. Financial Services Department 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for part-time personnel related to administrative support and administrative expenses related to banking services. Recommended is a reduction of \$43,827 to the General Fund ongoing core appropriation.

Decision Package #9. Police Department 2% Budget Reduction. The proposed expenditure adjustment would freeze funding for three vacant Police Officer positions and eliminate funding for contract services related to potential privatization of crossing guards. Department reassignments would be made to shift three officers to the Patrol Division that are currently in duties at the middle school, crime lab and community-based policing. Recommended is a one-time reduction of \$531,000 to the General Fund core appropriation.

Decision Package #10. Fire Department 2% Budget Reduction. The proposed expenditure adjustment would decrease funding for personnel related to Department administrative support, the Fire Prevention program and the CERT program. The reductions would mean diminished administrative support, reassignment and lessened fire prevention activity, decreased hours for the harbor patrol office and no paid training support for CERT. Recommended is the de-authorization of one Office Coordinator position designated vacancy (\$80,000), the de-authorization of one Fire Inspector position (\$159,000), de-authorization of one part-time Harbor Patrol Division Clerk position (\$25,000), elimination of overtime funding for CERT personnel (\$25,000) and authorization for a reclassification of one Fire Inspector position to Captain (\$20,000) to reduce the General Fund ongoing core appropriation by \$269,000.

Decision Package #11. Public Library Department 2.5% Budget Reduction. The proposed expenditure adjustment would mean a slightly lower level of patron services. Recommended is a decrease in funding for supplies, maintenance and contract services; and a decrease funding for part-time hours to reduce the Department's General Fund ongoing core appropriation by \$98,120.

Decision Package #12. Recreation & Community Services Department 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for youth program supplies and contracts (\$17,178); reduce expenditures for Playhouse productions and selected Cultural & Performing Arts Division contracts, materials, advertising and supplies, eliminate the Shakespeare in the Park program and eliminate one Outdoor Summer Concert (\$28,000); reduce

Senior & Family Services contract programming (\$16,000); decrease the General Fund subsidy to the RBPAC by implementation of Year II of the Operating Plan with revenue enhancements (\$132,822) and increasing expenditures (\$86,500); and include registration processing costs in market rate Recreation and Cultural Services programs generating additional revenue (\$42,000). Recommended is a General Fund appropriation of \$25,322 and approval of General Fund revenue offset of \$174,822.

Decision Package #13. Planning Department 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for planning contract services, maintenance & operations and training. Recommended is a reduction of \$37,153 to the General Fund ongoing core appropriation.

Decision Package #14. Engineering & Building Department 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for contract services related to the Engineering Division's traffic counts and TMDL work; reduce funding for one part-time Building Division Permit Technician serving the counter; and reassign one Building Technician to conduct a portion of the FOG inspections. Delays can be anticipated in each of the service areas affected by the funding reductions. Recommended is a reduction of \$98,506 to the General Fund ongoing core appropriation.

Decision Package #15. Harbor, Business & Transit Department 2.5% Budget Reduction. The proposed expenditure adjustment would decrease funding for contract services and advertising and promotions. Recommended is a reduction of \$8,117 to the General Fund ongoing core appropriation.

Decision Package #16. Public Works Department 2.5% Budget Reduction. The proposed expenditure adjustment would eliminate funding of the irrigation systems at the Edison right-of-way and the Wylie sump and reduce irrigation at parks, green spaces and City facilities resulting in a brown, deadened and unattractive appearance; older equipment, such as mowers, edgers and other equipment, will not be replaced in the Parks division resulting in increased repair time. Additionally, substantial storm drain repairs would not be performed and emergency repairs would be delayed by several days or weeks. Recommended is a reduction of \$97,660 to the General Fund ongoing core appropriation.

Decision Package #17. City Manager's Office Reorganization. Approval is needed for a reorganization to decrease ongoing General Fund expenditures. The reorganization would result in less administrative/clerical support for activities carried out by the City Manager's Office as well as the reassignment of the incumbent Office Specialist III to the vacant Engineering and Building Services Department Office Specialist III position. Recommended are de-authorization of one vacant Analyst position (\$80,416) and the de-authorization of one Office Specialist III position (\$65,442) to reduce the General Fund ongoing core appropriation by \$145,858.

Decision Package #18. City Manager's Flexible Position Hiring Freeze. Approval is needed to continue the City Manager's flexible hiring freeze on filling vacant positions. The purpose of the flexible position freeze is to decrease General Fund expenditures in order to create additional savings beyond the departmental vacancy factor. The objective is to prepare for possible further revenue shrinkage due to economic conditions and/or negative financial actions by the State of California.

**Decision Packages that would sustain or improve revenues to the City:**

Decision Package #19. Refuse Collection & Recycling Program Rate Adjustment. Set for City Council consideration June 17, by separate action from the budget, is a proposed refuse rate adjustment to increase revenue to cover higher refuse and recycling costs. Recommended is an ongoing \$36,100 appropriation to the Solid Waste Fund.

Decision Package #20. Wastewater Fund Rate Consideration. Set for City Council consideration June 3, by separate action from the budget is a proposed wastewater rate adjustment to increase revenue to cover higher wastewater costs, required clean water personnel and legal bond coverage requirements. Recommended is a \$494,400 appropriation to the Wastewater Fund and authorization to add one Associate Civil Engineer.

Decision Package #21. Annual Parking Passes. Approval is requested to raise price of the annual parking pass from \$60 to \$63 to recover higher costs associated with the parking enforcement program. Recommended is the \$3 increase in the annual parking pass and an ongoing \$5,100 revenue adjustment to the General Fund.

Decision Package #22. Reapportionment of County Processing Charges. Approval is requested to allocate annual County Tax Collector charges to all Fund accounts associated with property tax revenue administered by the County. Recommended is a reduction of \$85,000 to the General Fund core appropriation and the allocation of those charges to the appropriate Fund accounts.

Decision Package #23. UUT Community Outreach Program. Confusion related to the federal government's action to eliminate the FET and telecommunication deregulation has placed a portion of the City's Utility Users Tax under greater scrutiny. A contract community outreach program is needed to affirm the valuable uses and retention of this important revenue source that pays for basic services. Recommended is a one-time \$25,000 appropriation to the General Fund.

Decision Package #24. Pier Parking Structures Data Communications. An appropriation is needed to pay for a new data communication system at the Pier Parking Structures to handle financial transactions involving the parking revenues. Recommended is an ongoing \$2,700 appropriation to the Harbor Uplands Fund and \$250 appropriation to the Harbor Tidelands Fund.

Decision Package #25. Pier Parking Structures Parking Management and Collection Systems. The present Pier Parking Structures parking management and collection system has been in place for several years with mixed results. An evaluation of the systems is warranted to establish levels of customer service, cost effectiveness, security and capacity for revenue generation. Recommended is a joint internal review of the Pier Parking Structures parking management and collection system by the City Treasurer's Office, Police Department and Harbor, Business and Transit Department.

**Decision Packages that would be needed to comply with county-state-federal mandates or fund unavoidable costs to maintain current basic services:**

Decision Package #26. Conduct November Special Municipal Election. An appropriation is required to conduct a November 2008 Special Municipal Election, consolidated with the Los Angeles County Statewide Election, for the purpose of submitting an Initiative Charter Amendment for voter consideration. Recommended is a one-time \$107,000 appropriation to the General Fund.

Decision Package #27. Conduct March Municipal Election. An appropriation is required to conduct a March 2009 Municipal Election for the purpose of electing the Mayor, Council Members, City Attorney and School Board Members. Should a runoff be required, an additional appropriation would be needed. Recommended is a one-time \$174,000 appropriation to the General Fund.

Decision Package #28. Public Works Department – Vehicle Fuel Costs. An appropriation is needed to pay for higher fuel costs for the vehicles operated by the City. Recommended is an ongoing \$235,000 appropriation to the Vehicle Replacement Fund.

Decision Package #29. Street Landscaping & Lighting District. Last fiscal year, the City Council approved an ongoing \$873,500 General Fund subsidy to the Street Lighting & Landscape District. An additional appropriation is required in FY 08-09 to cover higher costs for the Street Lighting & Landscape District to prevent a reduction of service. A workshop is proposed in the Spring of 2009 to review the status of the District's operations, revenues and costs. Recommended is a one-time \$223,000 appropriation from the General Fund to the Street Lighting & Landscape District Fund.

Decision Package #30. Beach Cities Transit – Vehicle Fuel Costs. An appropriation is needed to pay for higher fuel costs for the vehicles operated by the City’s Beach Cities Transit system. Recommended is an ongoing \$99,000 appropriation to the Transit Fund.

Decision Package #31. Beach Cities Transit – Operations. An appropriation is needed to pay for increased operational costs for Beach Cities Transit system’s existing services. Recommended is an ongoing \$163,440 appropriation to the Transit Fund.

**Decision Packages that would be needed to protect the health and safety of the public, employees or environment:**

Decision Package #32. Refuse Franchise Evaluation. An appropriation is needed to retain professional assistance for evaluation of proposals for solid waste & recycling collection in association with the end of the current contract in 2009. Recommended is a one-time \$126,000 appropriation to the Solid Waste Fund.

**Decision Packages that would support achievement of goals and objectives in the Strategic Plan:**

Decision Package #33. Capital Improvement Budget. The City Council has set a Strategic Goal to “Improve Public Facilities and Infrastructure”. The proposed Capital Improvement Budget (CIP) details the sewer, drainage, street, harbor, park and facility projects planned in support of that goal. More than \$8.0 million in projects are presented in the CIP. The various City Commissions were consulted on the capital projects they would like to see accomplished. Additionally, the Budget & Finance Commission and Public Works Commission reviewed the draft CIP at a joint meeting. Budget Response Reports will be prepared on special topics such as Harbor-Pier improvements and the proposed Regional Transit Center. Recommended is approval of the proposed FY 2008-09 Capital Improvement Budget.

Decision Package #34. Housing Authority – Voucher Program. The City Council has set a Strategic Goal to “Improve the Attractiveness and Livability of Neighborhoods”. An appropriation is necessary to increase the funding for low income rental Housing Assistance Payment Vouchers provided by the federal government to the Housing Authority. Recommended is an ongoing \$560,708 appropriation to the Housing Authority Fund.

Decision Package #35. Housing Authority – Inclusionary Housing Program. The City Council has set a Strategic Goal to “Improve the Attractiveness and Livability of Neighborhoods”. An appropriation is necessary to increase the funding provided by the Redevelopment Agency for administration of the City’s Inclusionary Housing Program by the Housing Authority. Recommended is an ongoing \$ 128,000 appropriation to Housing Authority Fund.

**Decision Packages that would improve organizational efficiency, economy or effectiveness:**

Decision Package #36. City Attorney's Office Redevelopment Agency Legal Work. An appropriation is needed to adjust for more legal review of Redevelopment Agency housing projects by the City Attorney's Office. Recommended is an ongoing \$41,000 appropriation to the Redevelopment Agency.

Decision Package #37. City Attorney's Office - Prosecutor's Division Reorganization. Approval is requested for authorization to modify the City's chart of authorized positions to include a Senior Deputy City Attorney position in the City Prosecutor's Division. An existing Deputy City Attorney position would be de-authorized to complete the Council's approved reorganization of the City Attorney's Office. Funding for this promotional position exists within the Office's current personnel budget. Recommended is the approval of the Senior Deputy City Attorney position as part of the City's approved chart of authorized positions and de-authorization of a Deputy City Attorney position.

Decision Package #38. Transfer of Administrative Responsibilities for the South Bay Youth Project. Despite the implementation of significant reorganization and cost control measures over the past two years, continued administration of the South Bay Youth Project by the City in FY 08-09 would require a General Fund subsidy of approximately \$104,000. Recommended is a transfer of the Project's \$899,851 budget, various grant contracts and services to a qualified alternative organization approved by the City Council that would service Redondo Beach residents.

Decision Package #39. Transfer of Administrative Responsibilities for the Workforce Investment Act Program. Despite the implementation of significant reorganization and cost control measures over the past two years, continued administration of the Workforce Investment Act Program by the City in FY 08-09 would require a General Fund subsidy of approximately \$274,000. Recommended is a transfer of the WIA Program's \$609,851 budget, various grant contracts and services to an alternative organization approved by the City Council that would service Redondo Beach residents.

Decision Package #40. Public Works Department – Replacement of 36 City Vehicles. An appropriation is necessary for the scheduled replacement of 36 existing vehicles used by various Departments in providing municipal services to the community. Recommended is a one-time \$995,000 appropriation to the Vehicle Replacement Fund.

Decision Package #41. Police Department Emergency Communications. An appropriation is necessary to transfer Police communications equipment and maintenance agreements to the Emergency Communications Fund. Recommended is a transfer from the General Fund of \$15,063 to the Emergency Communications Fund.

Decision Package #42. Information Technology - Replacement Equipment. An appropriation is necessary for the scheduled replacement of end-of-life IT equipment used by various Departments in providing municipal services to the community. Recommended is a one-time \$436,452 appropriation to the Information Technology Fund.

**Decision Packages that would fill gaps in current services or meet new service needs:**

Decision Package #43. CERT Program. The Community Emergency Response Team (CERT) program is a valuable asset in training and organizing volunteers in preparation for an emergency. On-going funding is now not available for paying the program's overtime training costs in the Fire Department. Recommended is a one-time \$25,000 appropriation to the General Fund for CERT personnel costs in FY 08-09 while the Fire Department and participants reorganize the CERT program to significantly reduce expenditures for FY 09-10.

Decision Package #44. Confirmation of Signature Special Events. The five proposed Signature Events with waiver of City hard and soft costs are the Super Bowl 10K Run; 4<sup>th</sup> of July Celebration; Lobster Festival; Village Holiday Stroll and Springfest Carnival. Recommended is the ongoing budgeting of hard and soft costs for only these special events. This represents \$54,500 in costs.

Decision Package #45. Veterans Park Memorial Project. The Veterans Park Memorial project remains a \$240,000 unfunded request in the Capital Improvement Budget. This is due to insufficient donations generated under the current fund raising efforts and the City's need to fund higher ranked capital projects with scarce capital dollars. Recommended is the Council's designation of a community service group or Veterans organization to formally fund raise the money needed to build the Memorial using a model similar to that being used for the successful 9-11 Memorial project.

Decision Package #46. Arts Task Force Report. The Mayor's Citizen Task Force on the Arts has prepared a report and findings for the City Council's review. Recommended is completion of a Budget Response Report on specific research requests from the City Council for consideration at the June 3 Budget Meeting.

Decision Package #47. Green Task Force Report. The Mayor's Citizen Green Task Force has prepared a report and findings for the City Council's review. Recommended is completion of a Budget Response Report on specific research requests from the City Council for consideration at the June 3 Budget Meeting.

Decision Package #48. Streaming Video Services. The City Council requested that research and recommendations be provided to the Council on the feasibility of web casting City Council meetings. Equipment costs are estimated to be \$5,000 and new annual operational costs related to the web casting would be \$12,000. Recommended is completion of a Budget Response Report on this subject for the City Council's consideration at the June 3 Budget Meeting.

Decision Package #49. Historic Resources Survey. The City Council requested that research and recommendations be provided to the Council on a complete update of the 1986 Historical Resources Survey. The cost of a professional services contract for this work would be \$60,000, with \$30,000 expected to be granted from the State and \$30,000 appropriated to the General Fund. Recommended is that contact be made with local universities for assistance to complete this work on a no cost basis to the City.



Office of the City Manager	415 Diamond Street Redondo Beach, CA 90277-0270 <a href="http://www.redondo.org">www.redondo.org</a>	tel 310 372 1171 fax 310 379 9268
----------------------------	--	--------------------------------------

July 1, 2008

The Honorable Mayor and Members of the City Council  
City of Redondo Beach, California

Subject: Council Actions Amending the Proposed FY08-09 Budget

Prior to formal adoption of the FY08-09 Budget, reallocation adjustments were needed to several funds described below and reflected in Attachment A.

<i>Lincoln School Fields Electrical Expense</i>	<i>An additional \$25,000 appropriation will fund the annual electrical costs in the field areas of Lincoln School.</i>
<i>Police Department's Shooting Range</i>	<i>An additional \$122,000 appropriation will fund the replacement of the existing bullet trap with a specially constructed backstop containment system.</i>
<i>Recreation and Community Services' Facility</i>	<i>An additional \$480,000 of funding will allow for the relocation of the Recreation and Community Services Department.</i>
<i>Public Art</i>	<i>An additional \$46,561 appropriation will fund the installation and acquisition of art elements and features as part of capital improvement projects.</i>
<i>Torrance Boulevard Landscaping</i>	<i>An additional \$47,000 appropriation will fund additional landscaping in the medians along Torrance Boulevard.</i>
<i>Arts Commission</i>	<i>An additional \$6,250 appropriation will fund the establishment of an Arts Commission.</i>
<i>Nuisance Properties Ordinance Revision</i>	<i>An additional \$25,000 of funding will allow for the strengthening of existing code enforcement ordinances to address nuisance properties.</i>
<i>Re-authorization of Part-Time Harbor Patrol Clerk Position</i>	<i>An additional \$10,000 of funding will allow for the re-authorization of the Harbor Patrol Clerk position.</i>
<i>Clean Waterfront Festival</i>	<i>An additional \$5,000 appropriation will fund the City's contribution to the Clean Waterfront Festival.</i>
<i>Senior and Family Services Contract Programming</i>	<i>An additional \$16,000 of funding will allow for the retention of Senior and Family Services contract programming.</i>
<i>Riviera Village Festival</i>	<i>An additional \$2,500 appropriation will fund the City's contribution to the Riviera Village Festival.</i>
<i>Veterans' Memorial</i>	<i>An additional \$50,000 of funding will act as seed money for the construction of a new Veterans' Memorial.</i>

*Pier Entry Photo Opportunity Stand*    *An additional \$5,000 appropriation will fund the construction and installation of a photo opportunity stand on the pier.*

*Edison Right-of-Way Irrigation*        *An additional \$32,830 of funding will allow for the retention of irrigation systems at the Edison right-of-way.*

The additional costs reflected in Attachment A were approved by the City Council at its June 17, 2008 meeting. In addition to the items above, Decision Packages #1 through #49 were adopted as proposed.

Respectfully Submitted,



---

William P. Workman  
City Manager

ATTACHMENT A

SUMMARY OF BUDGET AMENDMENTS  
BY CATEGORY / BY FUND

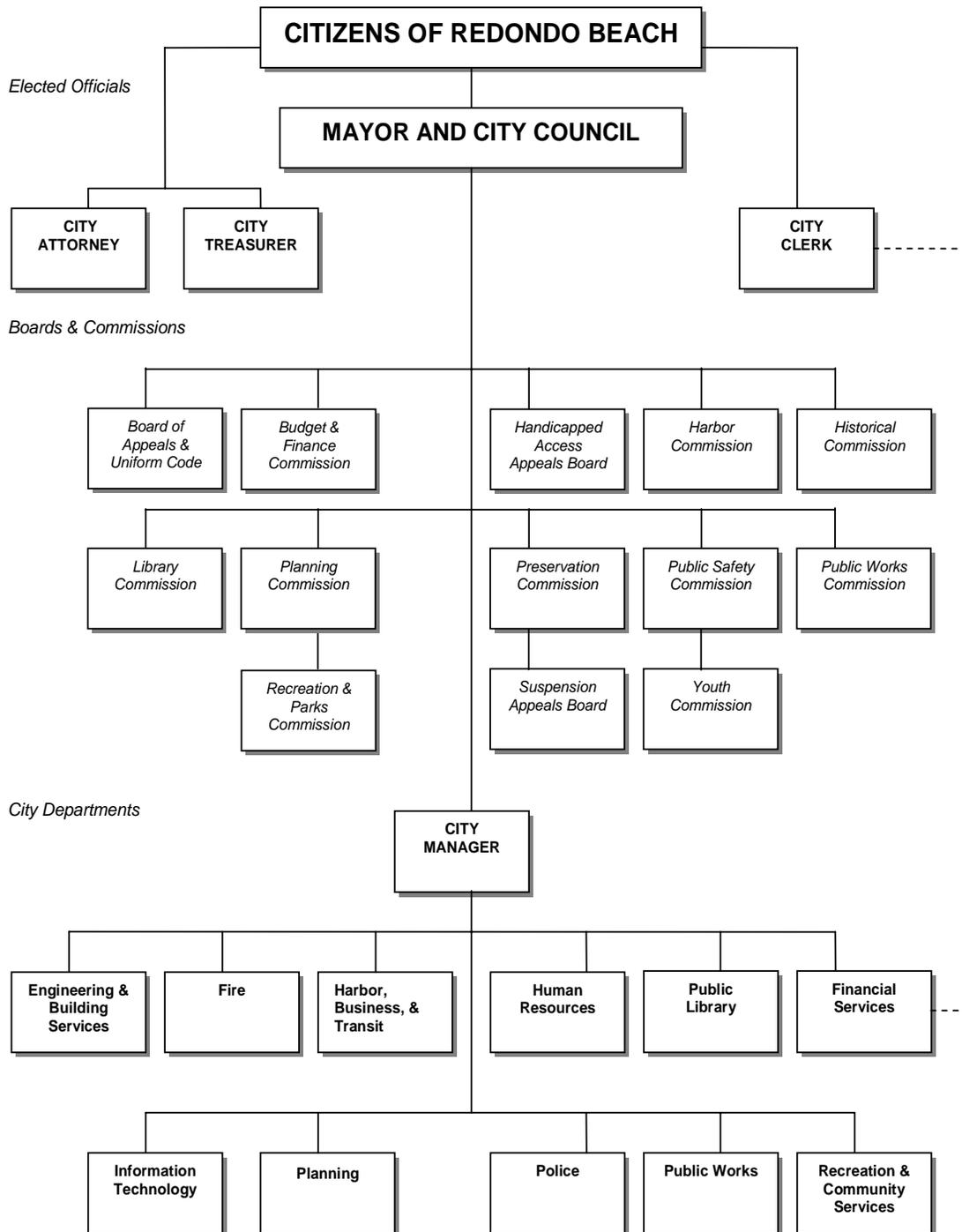
	<i>Transfers</i>		<i>Expenditures</i>					<i>Totals</i>
	General Fund	Building Occupancy	General Fund	Intergovernmental Grants	Capital Projects	Harbor Tidelands	Building Occupancy	
Lincoln School Fields Electrical Expense	(25,000)	25,000	-	-	-	-	25,000	25,000
Police Department's Shooting Range	-	-	-	35,000	87,000	-	-	122,000
Recreation and Community Services' Facility	-	-	-	-	480,000	-	-	480,000
Public Art	-	-	-	-	46,561	-	-	46,561
Torrance Boulevard Landscaping	-	-	-	-	47,000	-	-	47,000
Arts Commission	-	-	6,250	-	-	-	-	6,250
Nuisance Properties Ordinance Revision	-	-	25,000	-	-	-	-	25,000
Re-authorization of Part-Time Harbor Patrol Clerk Position	-	-	-	-	-	10,000	-	10,000
Clean Waterfront Festival	-	-	-	-	-	5,000	-	5,000
Senior and Family Services Contract Programming	-	-	16,000	-	-	-	-	16,000
Riviera Village Festival	-	-	2,500	-	-	-	-	2,500
Veterans' Memorial	-	-	-	-	50,000	-	-	50,000
Pier Entry Photo Opportunity Stand	-	-	-	-	-	5,000	-	5,000
Edison Right-of-Way Irrigation	-	-	32,830	-	-	-	-	32,830
<b>TOTAL</b>	<b>(25,000)</b>	<b>25,000</b>	<b>82,580</b>	<b>35,000</b>	<b>710,561</b>	<b>20,000</b>	<b>25,000</b>	<b>873,141</b>



**THIS PAGE LEFT INTENTIONALLY BLANK**

# GENERAL INFORMATION





**ORGANIZATIONAL CHART  
FY 2008-09**

## CITY OF REDONDO BEACH PROFILE & STATISTICS

Redondo Beach is a city in Los Angeles County, California, United States. The population was 63,261 at the 2000 census. The City is located in the South Bay region of the greater Los Angeles area and is one of the three Beach Cities, Hermosa Beach and Manhattan Beach being the other two. There are five districts each of which is represented by one Council Member.

The City's primary attraction is its Municipal Pier, which is claimed to be one of the longest piers in North America. Its nicknames are the "Endless Pier" and "Horseshoe Pier", and it is popular with both tourists and fishermen. The pier's length is possible only because of its unusual shape (it does not go straight out to sea, but goes out diagonally and then returns to shore). The Redondo Beach Pier started as a reinforced concrete structure in 1914, then was replaced in 1928 with a timber pier. In 1988, the pier was severely battered by storms and later that year burned to the waterline. The pier's modern reinforced concrete version was completed in 1996.

The City's territory also has an unusual shape because it controls a long block of land dividing the two other beach cities (Manhattan Beach and Hermosa Beach) from the inland city of Torrance. Redondo Beach has taken a leadership roll in the area of transportation by establishing the Beach Cities Transit system. The system has expanded due to the collaborative efforts of all the Beach Cities providing north-south service from Redondo Beach Riviera Village to the LAX City Bus Center, east-west service to Torrance and connecting regionally to the western terminus of the Metro Rail Green Line.

### LIFESTYLE

Redondo Beach is the focus of many who want to be in the sun and near the ocean. Although an affluent and vibrant community in its own right, much of the Redondo Beach lifestyle is a blend of its neighborhoods, activities and people of the three Beach Cities of Southern California's South Bay. Like its sister cities of Hermosa Beach and Manhattan Beach, Redondo's key lifestyle draw is the vast beach that links these three cities.

### BEACH LIFESTYLE

Evidence of the Southern California beach lifestyle abounds: athletic, tanned people enjoying the nearly 300 unbroken days a year of sunshine lounging on the beach, eating in the restaurants, shopping at the mall or playing in the parks.

A wide sand beach starts below the bluffs of Palos Verdes in the south and carries north to the Redondo Pier. A paved path, called The Strand runs from South Redondo north to Santa Monica. A typical day on this path will see thousands of people on foot, bicycle, skateboard, rollerblade, wheelchair and stroller enjoying the sun and surf. The continuous path is broken only by the massive Redondo Beach King Harbor Marina and Pier complex, where it veers away from water and onto dedicated lanes of surface streets for about a mile before again turning to the ocean in Hermosa Beach. Continuing north from Manhattan Beach, this path stretches well into Marina Del Rey and beyond with few breaks.

Surfing is a key element of the South Bay lifestyle year-round; it is common to see locals catching waves on both Christmas and New Year's Day. Powerful winter storms in the Pacific ocean can turn typically placid and rolling South Bay waves into large and occasionally dangerous monsters...a natural draw for the local surfing population. Local wave heights in December 2005 were some of the largest on record and were reported to top 15 to 20 feet in some instances.

Beach volleyball is another important aspect of Redondo Beach's lifestyle. The wide and flat sand beaches provide the perfect venue for the sport and permanent poles and nets are placed and maintained by the City year-round. Professional tournaments managed by the AVP take place in neighboring Hermosa and Manhattan Beach. Redondo Beach is home to Gold Medalist Kerri Walsh and AVP Pro Casey Jennings.

Currently Redondo Beach is growing in popularity to filming production. The Pirates of the Caribbean 3 production chose Redondo Beach to shoot many scenes. In 2006 "Medium" crews were shooting at a local coffee shop. Fox's "The OC" filmed at Redondo Union High School and local parks. Rob Schneider's "The Hot Chick"(2002) has a memorable scene when Rob falls down a long row of benches at Redondo High's football field.

## NEIGHBORHOODS

Redondo Beach is often divided into two logical North/South areas with 190th Street as its boundary line. South Redondo plays host to the pier and marina/harbor complex; life on the ocean side of Pacific Coast Highway (PCH) can be frenetic with restaurants and boating activities keeping people active and engaged at all times. Inland of PCH is largely residential.

Bordering North/South Redondo at the Marina is a massive power plant which has been the source of substantial political debate in the City over the last decade, largely centered over what to do with the land once the plant becomes inactive over the next 25 years. This power plant sports a 586ft. x 95ft. whale mural by world-famous artist Wyland titled "Gray Whale Migration".

North Redondo begins north of 190th Street. As a result of Redondo Beach's geography, North Redondo is primarily an inland experience as the beachfronts form most of Hermosa Beach and part of Manhattan Beach. While primarily residential, North Redondo contains some of the City's major industry and commercial space, including the inland aerospace and engineering firms that are part of Southern California's long space legacy. It is also home to the South Bay Galleria shopping center and a revitalized Artesia Boulevard. North Redondo is the home of the Redondo Beach Performing Arts Center, one of the South Bay's premier cultural facilities, and home to the Civic Light Opera of the South Bay Cities. North Redondo is home to nearly two-thirds of the children in Redondo Beach.

Many original homes still stand in Redondo Beach neighborhoods, but these small arts and crafts style homes are quickly being bought, demolished and rebuilt to match the tastes of the modern, more affluent buyer that makes South Bay their home. Zoning allows properties within two to three blocks of the beach to be developed as large two to three-unit luxury townhomes; inland areas are more likely to have single-family homes. There is a city-wide height limit of 32 ft. for new homes; unlike Manhattan Beach, Redondo allows rooftop living spaces and decks.

## OTHER ACTIVITIES

A revitalized downtown area affectionately termed "Riviera Village" (named so after the Hollywood Riviera, which is the area it is in) provides locals an opportunity to eat, shop and commune in a quiet atmosphere. Since 2004 several new or newly renovated restaurants have made a positive impact on local options for an on-the-town experience. Downtown also supports a number of independent boutiques and shops specializing in clothing and fashion, as well as at least three wine-tasting galleries. This downtown area is in South Redondo west of PCH between Avenue I and Palos Verde Blvd.

The marina, harbor and pier complexes are large, planned centers of activity that host restaurants, bars, smaller shops and an arcade. The pier is a common spot for anglers to cast for a local catch; many residents of inland Los Angeles drive to Redondo Beach to take advantage of the long and unique shape of this pier. The City continues to consider options for this area.

## COST OF LIVING

According to public data from the LA Times, Real Estate prices increased almost 20% per year between 1999 and 2005. Properties within short walking distance of the ocean routinely sell for well over \$1 million. Those with direct, unhindered views routinely ask in excess of \$2 million. Money Magazine ranks communities in the area as some of the most expensive places to live in America. The average 3-bed 2-bath home costs about \$850,000 in South Redondo as of 2006 and \$750,000 in North Redondo.

## GEOGRAPHY

According to the United States Census Bureau, the City has a total area of 6.4 mi<sup>2</sup> (16.7 km<sup>2</sup>) . 6.3 mi<sup>2</sup> (16.3 km<sup>2</sup>) of it is land and 0.1 mi<sup>2</sup> (0.4 km<sup>2</sup>) of it (2.18%) is water.

## DEMOGRAPHICS

As of the census of 2000, there were 63,261 people, 28,566 households, and 15,254 families residing in the City. The population density was 3,889.4/km<sup>2</sup> (10,065.4/mi<sup>2</sup>). There were 29,543 housing units at an average density of 1,816.3/km<sup>2</sup> (4,700.6/mi<sup>2</sup>). The racial makeup of the City was 78.62% White, 2.52% African American, 0.47% Native American, 9.10% Asian, 0.35% Pacific Islander, 4.37% from other races, and 4.58% from two or more races. Hispanic or Latino of any race were 13.47% of the population.

There were 28,566 households out of which 23.3% had children under the age of 18 living with them, 40.6% were married couples living together, 9.0% had a female householder with no husband present, and 46.6% were non-families. 33.1% of all households were made up of individuals and 5.9% had someone living alone who was 65 years of age or older. The average household size was 2.21 and the average family size was 2.87.

In the City the population was spread out with 18.8% under the age of 18, 6.1% from 18 to 24, 43.1% from 25 to 44, 23.6% from 45 to 64, and 8.5% who were 65 years of age or older. The median age was 37 years. For every 100 females there were 101.5 males. For every 100 females age 18 and over, there were 99.8 males.

The median income for a household in the City was \$69,173, and the median income for a family was \$80,543. Males had a median income of \$56,796 versus \$45,204 for females. The per capita income for the City was \$38,305. About 4.0% of families and 5.9% of the population were below the poverty line, including 6.2% of those under age 18 and 6.1% of those age 65 or over.

## EDUCATION

Redondo Beach is served by the Redondo Beach Unified School District. Redondo Beach's primary high school is currently the Redondo Union High School (Aviation High School (1957-1982)).

## ECONOMIC OUTLOOK

**California economy:** In FY 2007-08 there was the on-going housing market downturn, with several areas in the State singled out as severely troubled. Additionally, there were problems in the financial sector, sparked by the sub prime lending mess. Then, more bad news rolled in, specifically soaring gasoline and diesel prices. This caused pain for both business and consumers. Finally, there was the fallout in the retail sector, where a number of firms without solid financials or a strong market position crashed and burned. At mid-2008, California is on the edge of falling into a recession. Some areas are comparatively unruffled by all this turmoil, like San Francisco and San Jose. And there are industries where demand remains rather strong such as exports, international tourism and technology. The balance of 2008 and much of 2009 will see a mixture of good and bad news in California, with the outcome looking more and more precarious.

**Redondo Beach:** The same problems that plague the State will impact the local economy. However, because of the stability of the housing market in the beach area and the mix of higher income residents, the negative forces will not affect the area so badly. Property tax, which depends on the property value, will not decrease significantly. There are expected to be some foreclosures, but these should occur in the lower value areas away from the beach. As with the State in general, tourism is expected to increase, especially in the international arena. Mirroring the State economy, there will be a decrease in sales tax, but the Target discount store will help buoy sales tax revenue as will the more affluent consumer base in Redondo Beach in general.

## TRIVIA

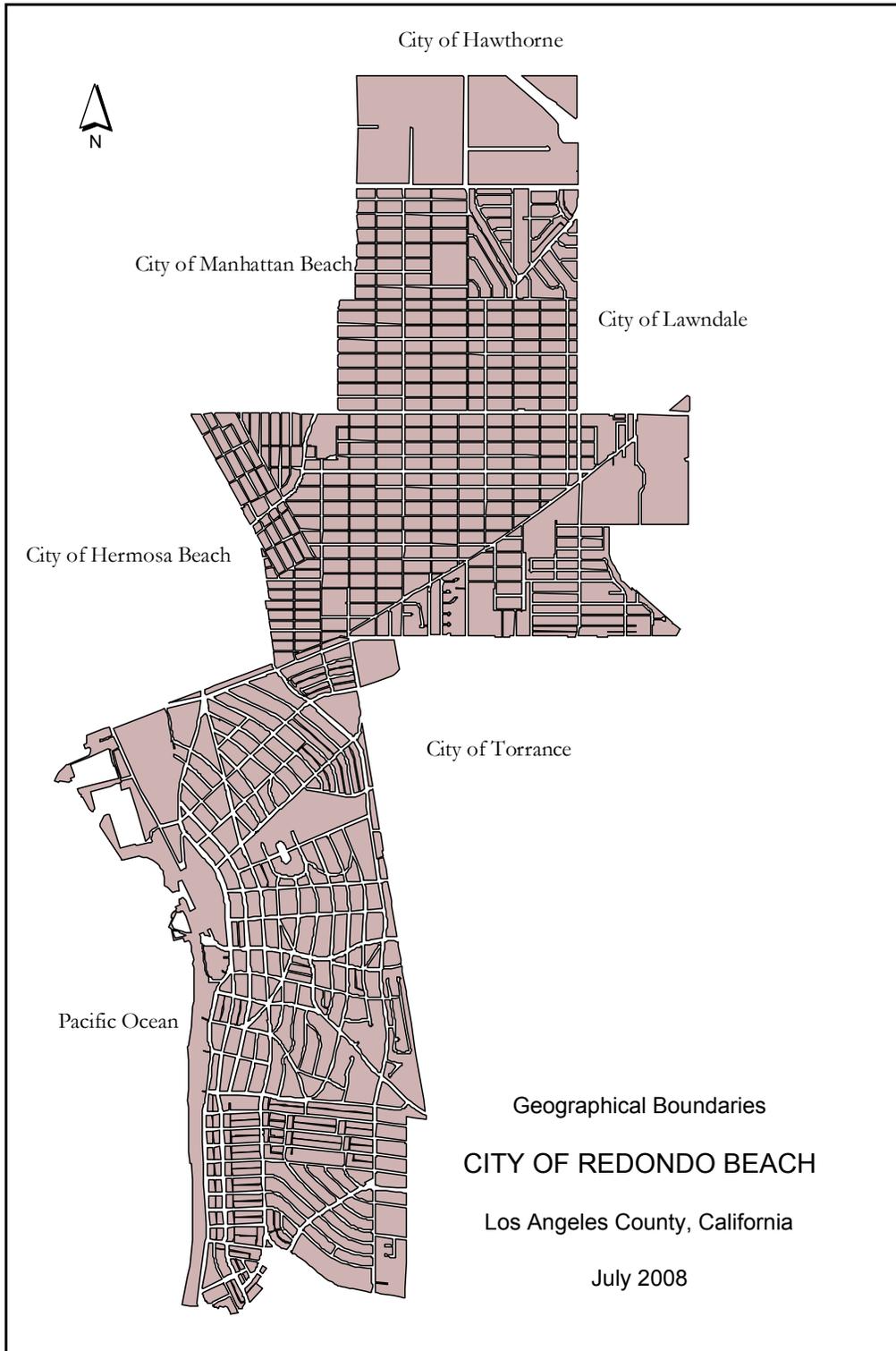
- Redondo Beach is the destination of the road-tripping family in the 2006 movie Little Miss Sunshine.
- The popular television show The O.C. used the beach and pier when shooting on location.
- Disney's "Even Stevens" used to film its mall episodes at Redondo Beach's South Bay Galleria. They also used Aviation's track field for its outside gym scenes.
- Redondo Beach is the birthplace of Eric Norris - BUSCH series NASCAR driver
- Redondo Beach is mentioned in the song "Surfin' USA" by The Beach Boys.
- Redondo Beach is home of the fictional Bird of Paradise Motel in the film The Two Jakes.
- Redondo Beach is the birthplace of Jack Black (actor)
- Three seasons of the television series Riptide were filmed in King Harbor.
- The AES Power Plant is the filming location of Brittany Spears' music video "Crazy", as well as the hit FOX action drama 24, starring Kiefer Sutherland. Also the first "Batman" movie was filmed at the same location.
- Chuck Norris opened a Martial Arts studio in Redondo Beach before his career in acting.
- Redondo Beach is the subject of a particularly memorable Patti Smith song, covered by Morrissey in 2004 and released as a single in 2005.
- The well-known hardcore punk band Black Flag is from Redondo Beach.
- The well-known contemporary artist Allan McCollum grew up in Redondo Beach.
- Actresses Traci Lords and Demi Moore attended Redondo Union High School.
- Pirates of the Caribbean: At Worlds End with Jonny Depp was filmed on the coast of Redondo Beach.



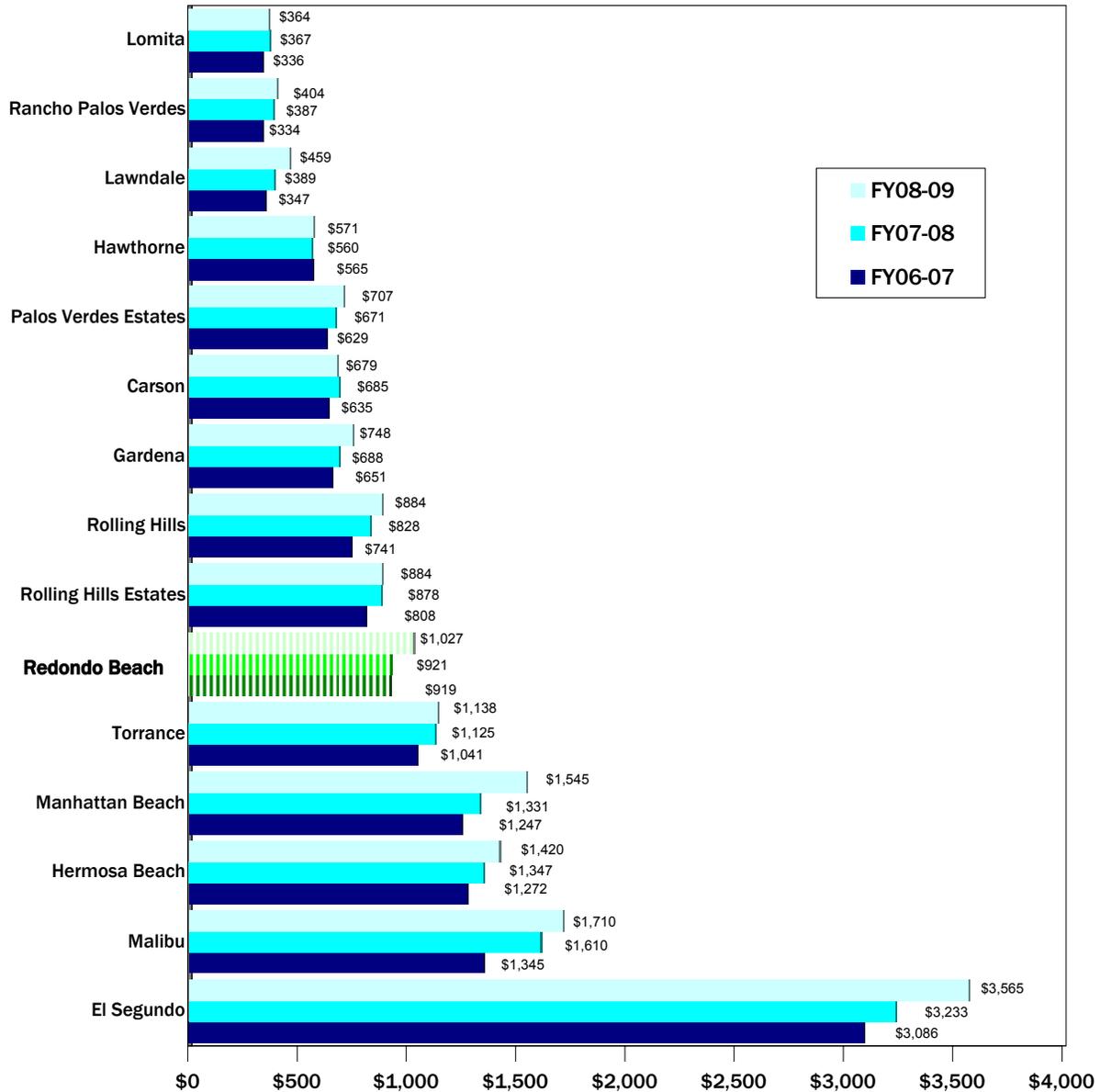
Source: [http://en.wikipedia.org/wiki/Redondo\\_Beach](http://en.wikipedia.org/wiki/Redondo_Beach)

QUICK STATISTICS

Date of Incorporation	April 29, 1892
Adoption of City Charter	January 4, 1949
Form of Government	Council/Manager
Population:	
2000 Census	63,261
California Dept. of Finance as of January 2008	67,488
Area	6.35 square miles
Miles of Streets	127
Miles of Sanitary Sewers	110
Number of Street Lights	1,800 city-owned
Number of Street Traffic Controllers	83
Police Protection:	1 station 1 sub-station 106 sworn employees 58 non-sworn employees
Fire Protection:	3 stations 64 sworn 6 non-sworn
Cultural and Leisure:	
Number of Parks	15 (90.76 acres)
Number of Parkettes	13 (2.3 acres)
Number of Boat Slips	1,509
Total Harbor Water Area (Exclusive of the Pier)	107 acres
Total Harbor Land Area	52.5 acres
Number of Libraries	2
Number of Community Centers	5
Number of Schools (Separate Entity)	12
Employees:	485 full-time, permanent 2 full-time, temporary



### General Fund Per Capita Expenditures Fiscal Years 2005-2006 to 2008-2009



The information above is provided to show how the City of Redondo Beach's Adopted General Fund per capita expenditures compare with those of its neighboring cities, based on Fiscal Years 2005-2006 to Fiscal Year 2008-2009.

General Fund expenditures were divided by the city's population.  
Source: California State Department of Finance Demographic Research Unit  
<http://www.dof.ca.gov/html/demograp/reportspapers/estimates/e4/e4-01-06/histe-4.asp>

## COMPENSATION AND BENEFITS

### **COMPENSATION:**

The Mayor and City Council believe that employees are the City's most valuable asset. The City desires to compensate employees at the median salary and benefit levels of comparable jurisdictions. Salaries are surveyed upon request of the departments and/or the City Manager, usually as a part of the budget process. Requests for salary increases, new positions and reclassifications are analyzed by the Human Resources Department and recommendations are made to the City Manager. Adjustments are made to eliminate inequities after final review by the City Manager and approval by the City Council.

*The employees of the City of Redondo Beach are included in the following employee groups:*

- Management and Confidential Employees of the City of Redondo Beach
- Redondo Beach City Employees Association
- Redondo Beach Firefighters Association
- Redondo Beach Police Officers Association
- Redondo Beach Professional & Supervisory Association
- Teamsters

### **BENEFITS:**

- Medical, Dental, Vision, Life and Psychological Insurance
- Retirements Plans:
  - 2% @ 55 for Miscellaneous
  - 3% @ 55 for Fire
  - 3% @ 50 for Police
- Deferred Compensation
- Vacations and Paid Holidays
- Professional Development Reimbursement\*
- Longevity Pay\*
- Special Merit Pay\*
- Reduced Work Schedules\*
- Administrative Leave\*

\* Benefit varies depending on the MOU/Pay Plan for the employee group.

PERSONNEL SUMMARY BY DEPARTMENT

	<b>2004-05</b>	<b>2005-06</b>	<b>2006-07</b>	<b>2007-08</b>	<b>Adopted 2008-09</b>
<b><u>Mayor and City Council</u></b>					
Mayor	1.0	1.0	1.0	1.0	1.0
Council Member	5.0	5.0	5.0	5.0	5.0
Executive Assistant	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>
<b><u>City Clerk</u></b>					
City Clerk	1.0	1.0	1.0	1.0	1.0
Chief Deputy City Clerk	1.0	1.0	1.0	1.0	1.0
Records Management Coordinator	1.0	1.0	1.0	1.0	1.0
Office Specialist III	2.0	2.0	2.0	2.0	2.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>
<b><u>City Treasurer</u></b>					
City Treasurer	1.0	1.0	1.0	1.0	1.0
Deputy City Treasurer	1.0	1.0	1.0	1.0	1.0
Senior Auditor	1.0	1.0	1.0	1.0	1.0
Accountant	1.0	-	-	-	-
License and Collections Clerk	1.0	-	-	-	-
Senior Account Clerk	1.0	-	-	-	-
Office Specialist III	1.0	-	-	-	-
<b>Total</b>	<b>7.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
<b><u>City Attorney</u></b>					
City Attorney	1.0	1.0	1.0	1.0	1.0
Assistant City Attorney	1.0	1.0	2.0	2.0	2.0
Asst. City Attorney/Prosecutor	2.0	2.0	1.0	1.0	1.0
Senior Deputy City Attorney	-	-	-	-	1.0
Deputy City Attorney	1.0	1.0	2.0	2.0	1.0
Law Office Manager	-	-	1.0	1.0	1.0
Litigation Paralegal	-	-	1.0	1.0	1.0
Paralegal	1.0	1.0	-	-	-
Legal Secretary	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>

PERSONNEL SUMMARY BY DEPARTMENT

	2004-05	2005-06	2006-07	2007-08	Adopted 2008-09
<b><u>City Manager</u></b>					
City Manager	1.0	1.0	1.0	1.0	1.0
Assistant City Manager	1.0	1.0	1.0	1.0	1.0
Assistant to the City Manager	1.0	1.0	1.0	1.0	1.0
Analyst	-	1.0	1.0	1.0	-
Administrative Coordinator	-	-	1.0	1.0	1.0
Administrative Specialist	1.0	1.0	-	-	-
Office Specialist III	1.0	1.0	1.0	1.0	-
Switchboard Operator	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>6.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>5.0</b>
<b><u>Information Technology</u></b>					
Information Technology Director	1.0	1.0	1.0	1.0	1.0
Info. Tech. Operations Supervisor	1.0	1.0	1.0	1.0	1.0
Information Systems Specialist	1.0	1.0	1.0	1.0	1.0
Computer & Telephone Specialist	1.0	1.0	1.0	1.0	1.0
Computer Support Specialist	1.0	1.0	1.0	1.0	1.0
Computer Support Technician	2.0	2.0	2.0	2.0	2.0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>
<b><u>Human Resources</u></b>					
Risk Manager	1.0	1.0	1.0	1.0	1.0
Senior Human Resources Analyst	1.0	1.0	1.0	2.0	2.0
Human Resources Analyst	1.0	1.0	1.0	-	-
Human Resources Technician	1.0	1.0	1.0	1.0	1.0
Office Specialist III	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

PERSONNEL SUMMARY BY DEPARTMENT

	2004-05	2005-06	2006-07	2007-08	Adopted 2008-09
<b><u>Financial Services</u></b>					
Financial Services Director	1.0	1.0	1.0	1.0	1.0
Accounting/Licensing Manager	-	1.0	1.0	1.0	1.0
Budget, Revenue and Payroll Manager	-	1.0	1.0	1.0	1.0
Accounting Manager	1.0	-	-	-	-
Budget and Finance Manager	1.0	-	-	-	-
Business Systems Analyst	-	-	1.0	1.0	1.0
Grants Financial Administrator	-	1.0	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Printing & Graphics Supervisor	1.0	1.0	1.0	1.0	1.0
Analyst	2.0	1.0	1.0	1.0	1.0
Accountant	1.0	2.0	2.0	2.0	2.0
Payroll Technician	1.0	1.0	1.0	1.0	1.0
Accounting Technician	2.0	2.0	2.0	2.0	2.0
License and Collections Clerk	-	1.0	1.0	1.0	1.0
Senior Account Clerk	-	1.0	1.0	1.0	1.0
Office Specialist III	-	1.0	1.0	1.0	1.0
Printing and Duplicating Specialist	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>12.0</b>	<b>16.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>
<b><u>Police</u></b>					
Chief of Police	1.0	1.0	1.0	1.0	1.0
Police Captain	2.0	2.0	2.0	2.0	2.0
Police Lieutenant	5.0	5.0	5.0	5.0	5.0
Police Sergeant	16.0	16.0	16.0	16.0	16.0
Police Agent/Officer	81.0	81.0	81.0	81.0	81.0
Police Records Manager	-	-	1.0	1.0	1.0
Police Records Unit Supervisor	1.0	1.0	-	-	-
Administrative Analyst	1.0	2.0	2.0	3.0	3.0
Communications Supervisor	4.0	4.0	4.0	4.0	4.0
Municipal Enforcement Supervisor	1.0	1.0	1.0	1.0	1.0
Analyst	2.0	1.0	1.0	-	-
Executive Assistant	1.0	1.0	1.0	1.0	1.0
Police Identification Technician	1.0	1.0	1.0	1.0	1.0
Community Services Officer III	3.0	3.0	3.0	3.0	3.0
Emergency Services Dispatcher	12.0	12.0	12.0	12.0	12.0
Lead Police Services Specialist	2.0	2.0	2.0	2.0	2.0
Community Services Officer II	9.0	9.0	9.0	9.0	9.0
Administrative Coordinator	3.0	3.0	3.0	3.0	3.0
Parking Meter Technician	1.0	1.0	1.0	1.0	1.0
Administrative Specialist	2.0	2.0	2.0	2.0	2.0
Police Services Specialist	7.0	7.0	7.0	7.0	7.0
Traffic Senior Clerk	1.0	1.0	1.0	1.0	1.0

PERSONNEL SUMMARY BY DEPARTMENT

	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>Adopted 2008-09</u>
<b><u>Police (Continued)</u></b>					
Community Services Officer I	1.0	-	-	-	-
Municipal Services Officer	4.0	6.0	6.0	7.0	7.0
Office Specialist III	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>162.0</b>	<b>163.0</b>	<b>163.0</b>	<b>164.0</b>	<b>164.0</b>
<b><u>Fire</u></b>					
Fire Chief	1.0	1.0	1.0	1.0	1.0
Fire Division Chief	3.0	3.0	3.0	3.0	3.0
Fire Captain	13.0	13.0	13.0	13.0	14.0
Fire Engineer	12.0	12.0	12.0	12.0	12.0
Firefighter/Paramedic	21.0	21.0	21.0	21.0	21.0
Fire Prevention Plan Checker	-	1.0	1.0	1.0	1.0
Plan Check Inspector/FFP	1.0	-	-	-	-
Fire Inspector/FFP	-	2.0	2.0	2.0	-
Harbor Patrol Sgt./Deputy Harb Master	-	3.0	3.0	3.0	3.0
Harbor Patrol Officer/FF/Eng/PM	-	3.0	3.0	3.0	3.0
Harbor Patrol Sgt./Firefighter Spec.	3.0	-	-	-	-
Harbor Patrol Officer/Firefighter	3.0	-	-	-	-
Firefighter	6.0	6.0	6.0	6.0	6.0
Senior Inspector/Firefighter	1.0	-	-	-	-
Hazardous Material Specialist	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Fire Prevention Officer	1.0	-	-	-	-
Office Coordinator	1.0	1.0	1.0	1.0	-
Administrative Specialist	-	1.0	1.0	1.0	1.0
Office Specialist III	2.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>70.0</b>	<b>70.0</b>	<b>70.0</b>	<b>70.0</b>	<b>68.0</b>

**PERSONNEL SUMMARY BY DEPARTMENT**

	<b>2004-05</b>	<b>2005-06</b>	<b>2006-07</b>	<b>2007-08</b>	<b>Adopted 2008-09</b>
<b><u>Public Library</u></b>					
Director of Library Services	1.0	1.0	1.0	1.0	1.0
Senior Librarian	2.0	2.0	2.0	2.0	2.0
Librarian	4.0	4.0	4.0	4.0	4.0
Library Clerical Supervisor	1.0	1.0	1.0	1.0	1.0
Administrative Coordinator	-	-	-	1.0	1.0
Senior Administrative Specialist	1.0	1.0	1.0	-	-
Library Technician	1.0	1.0	1.0	1.0	1.0
Library Clerk	6.0	6.0	6.0	6.0	6.0
Library Page	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>
<b><u>Recreation and Community Services</u></b>					
Director of Rec. & Comm. Services	1.0	1.0	1.0	1.0	1.0
Recreation & Youth Services Manager	-	-	-	1.0	1.0
Program Manager - WIA & CDBG	-	-	-	1.0	-
Program Manager - WIA	1.0	1.0	1.0	-	-
Program Manager - SBYP & CDBG	1.0	1.0	1.0	-	-
Housing Manager	1.0	1.0	1.0	1.0	1.0
Recreation Facilities Manager	1.0	1.0	1.0	1.0	1.0
Recreation Services Manager	1.0	1.0	1.0	-	-
Grants Financial Administrator	1.0	-	-	-	-
Community Programs Manager	1.0	1.0	1.0	1.0	1.0
Rehab. Inspector-Estimator	1.0	1.0	1.0	1.0	1.0
Technical Theater Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Supervisor	2.0	2.0	2.0	2.0	2.0
Intake Supervisor	1.0	1.0	1.0	1.0	-
Administrative Analyst	2.0	2.0	2.0	2.0	2.0
Analyst	1.0	1.0	1.0	1.0	1.0
Handyperson Leadworker	1.0	1.0	1.0	1.0	1.0
Housing Coordinator	3.0	3.0	3.0	3.0	3.0
Community Program Coordinator	1.0	1.0	1.0	1.0	1.0
Employment Coordinator	5.0	5.0	4.0	1.0	-
Administrative Coordinator	3.0	3.0	3.0	3.0	1.0
Senior Administrative Specialist	1.0	1.0	1.0	1.0	1.0
Recreation Coordinator	4.0	4.0	4.0	4.0	3.0
Administrative Specialist	2.0	2.0	2.0	2.0	2.0
Office Specialist III	3.0	3.0	3.0	2.0	2.0
Maintenance Worker I	3.0	3.0	3.0	2.0	2.0
<b>Total</b>	<b>42.0</b>	<b>41.0</b>	<b>40.0</b>	<b>34.0</b>	<b>28.0</b>

**PERSONNEL SUMMARY BY DEPARTMENT**

	<b>2004-05</b>	<b>2005-06</b>	<b>2006-07</b>	<b>2007-08</b>	<b>Adopted 2008-09</b>
<b><u>Planning</u></b>					
Planning Director	1.0	1.0	1.0	1.0	1.0
Senior Planner	2.0	2.0	2.0	2.0	2.0
Associate Planner	1.0	1.0	1.0	1.0	1.0
Assistant Planner	1.0	2.0	2.0	2.0	2.0
Municipal Enforcement Manager	1.0	1.0	1.0	1.0	1.0
Senior Code Enforcement Officer	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	1.0	1.0	1.0	1.0	1.0
Planning Technician	1.0	1.0	1.0	1.0	1.0
Senior Administrative Specialist	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>10.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>
<b><u>Engineering and Building Services</u></b>					
City Engineer/Chief Building Official	1.0	1.0	1.0	1.0	1.0
Principal Civil Engineer	1.0	1.0	1.0	1.0	1.0
Civil Engineer	1.0	1.0	1.0	1.0	1.0
Capital Projects Program Manager	1.0	1.0	1.0	1.0	1.0
Transportation Engineer	1.0	1.0	1.0	1.0	1.0
Associate Civil Engineer	1.0	3.0	3.0	3.0	4.0
Temporary Associate Civil Engineer	-	-	-	1.0	1.0
Senior Plan Check Engineer	1.0	1.0	1.0	1.0	1.0
Capital Projects Constr. Manager	1.0	1.0	-	-	-
Plan Check Engineer	1.0	1.0	1.0	1.0	1.0
Building Regulations Manager	1.0	1.0	1.0	1.0	1.0
Senior Building Inspector	2.0	2.0	2.0	2.0	2.0
Assistant Civil Engineer	2.0	2.0	2.0	2.0	2.0
Temporary Assistant Civil Engineer	-	-	-	1.0	1.0
Analyst	1.0	-	-	-	-
Public Works Inspector	1.0	1.0	1.0	1.0	1.0
Building Inspector	2.0	2.0	2.0	2.0	2.0
Building and Engineering Technician	3.0	3.0	3.0	3.0	3.0
Administrative Coordinator	-	1.0	1.0	1.0	1.0
Administrative Specialist	1.0	-	-	-	-
Office Specialist III	1.0	1.0	1.0	1.0	1.0
Plans Examiner	-	-	-	1.0	1.0
<b>Total</b>	<b>23.0</b>	<b>24.0</b>	<b>23.0</b>	<b>26.0</b>	<b>27.0</b>

PERSONNEL SUMMARY BY DEPARTMENT

	2004-05	2005-06	2006-07	2007-08	Adopted 2008-09
<b><u>Harbor, Business, and Transit</u></b>					
Harbor, Business and Transit Director	1.0	1.0	1.0	1.0	1.0
Harbor Facilities Manager	2.0	2.0	2.0	2.0	2.0
Transit Manager	1.0	1.0	1.0	1.0	1.0
Economic Development Associate	-	1.0	1.0	1.0	1.0
Administrative Analyst	1.0	-	-	-	-
Harbor Projects Analyst	-	-	1.0	1.0	1.0
Analyst	-	1.0	1.0	1.0	1.0
Senior Administrative Specialist	1.0	1.0	1.0	1.0	1.0
Account Clerk	1.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>7.0</b>	<b>8.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>
<b><u>Public Works</u></b>					
Public Works Director	1.0	1.0	1.0	1.0	1.0
Deputy Public Works Director	-	1.0	1.0	1.0	1.0
Public Works Manager-St/Sewer/Harbor	-	1.0	1.0	1.0	1.0
Public Works Manager-Bldg Facilities	-	1.0	1.0	1.0	1.0
Public Works Manager-Pks/Urb Forest	-	1.0	1.0	1.0	1.0
Public Works Superintendent	1.0	-	-	-	-
Parks and Building Superintendent	1.0	-	-	-	-
Senior Management Analyst	2.0	2.0	2.0	2.0	2.0
Public Works Supervisor	5.0	5.0	4.0	4.0	4.0
Electrician Leadworker	1.0	1.0	1.0	1.0	1.0
Electrician	2.0	2.0	2.0	2.0	2.0
Building Maintenance Leadworker	1.0	1.0	1.0	1.0	1.0
Park Maintenance Leadworker	1.0	2.0	2.0	2.0	2.0
Pier Maintenance Leadworker	1.0	1.0	1.0	1.0	1.0
Public Services Leadworker	7.0	6.0	7.0	7.0	7.0
Senior Mechanic	2.0	2.0	2.0	2.0	2.0
Irrigation Technican	1.0	1.0	1.0	1.0	1.0
Mechanic	1.0	1.0	1.0	1.0	1.0
Pump Station Operator	4.0	4.0	4.0	4.0	4.0
Recycling Specialist	-	1.0	1.0	1.0	1.0
Administrative Coordinator	1.0	-	-	-	-
Traffic Painter	1.0	1.0	1.0	1.0	1.0
Painter	1.0	1.0	1.0	1.0	1.0
Senior Administrative Specialist	1.0	1.0	1.0	1.0	1.0
Equipment Operator	6.0	6.0	6.0	6.0	6.0
Senior Park Caretaker	9.0	9.0	9.0	9.0	9.0
Building Maintenance Worker	8.0	7.0	7.0	7.0	7.0
Administrative Specialist	2.0	2.0	2.0	2.0	2.0
Maintenance Worker II	5.0	5.0	5.0	5.0	5.0
Equipment Service Worker	1.0	1.0	1.0	1.0	1.0

PERSONNEL SUMMARY BY DEPARTMENT

	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>Adopted 2008-09</u>
<b><u>Public Works (Continued)</u></b>					
Park Caretaker	1.0	2.0	2.0	2.0	2.0
Maintenance Worker I	35.0	35.0	35.0	35.0	35.0
Recycling Ranger	-	-	-	1.0	1.0
<b>Total</b>	<b>102.0</b>	<b>104.0</b>	<b>104.0</b>	<b>105.0</b>	<b>105.0</b>
<b>TOTAL BUDGETED POSITIONS</b>	<b>489.0</b>	<b>495.0</b>	<b>497.0</b>	<b>496.0</b>	<b>487.0</b>

PERSONNEL SUMMARY BY DEPARTMENT

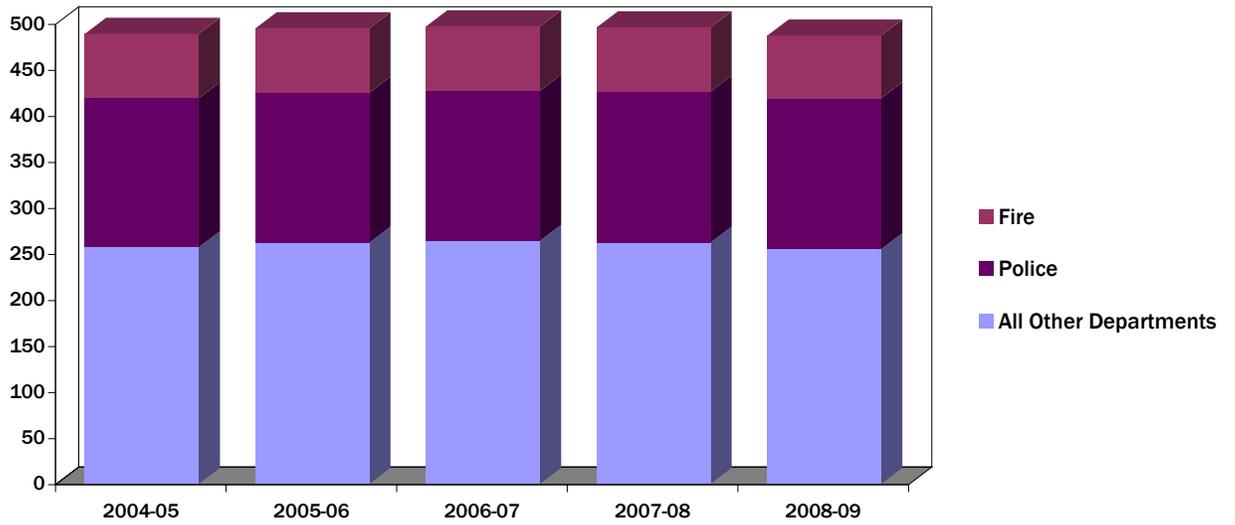
RECAP OF POSITION CHANGES DURING FY 07-08

<b>Add:</b>	Municipal Services Officer - PD	1.0	<b>Delete:</b>	Program Manager - SBYP & CDBG - RCS	1.0
	Recreation & Youth Services Manager - RCS	1.0		Recreation Services Manager - RCS	1.0
	Program Manager - WIA & CDBG - RCS	1.0		Program Manager - WIA - RCS	1.0
	Temporary Associate Civil Engineer - EBS	1.0		Employment Coordinator - RCS	1.0
	Temporary Assistant Civil Engineer - EBS	1.0		Office Specialist III - RCS	1.0
	<b>Total</b>	<b>5.0</b>		<b>Total</b>	<b>5.0</b>

RECAP OF POSITION CHANGES FOR FY 08-09

<b>Add:</b>	Senior Deputy City Attorney - CA	1.0	<b>Delete:</b>	Deputy City Attorney - CA	1.0
	Fire Captain - FD	1.0		Analyst - CM	1.0
	Associate Civil Engineer - EBS	1.0		Office Specialist III - CM	1.0
				Fire Inspector / FFP - FD	2.0
				Office Coordinator - FD	1.0
				Program Manager - WIA & CDGB - RCS	1.0
				Intake Supervisor - RCS	1.0
				Employment Coordinante - RCS	1.0
				Administrative Coordinator - RCS	2.0
				Recreation Coordinator - RCS	1.0
	<b>Total</b>	<b>3.0</b>		<b>Total</b>	<b>12.0</b>

**STAFFING LEVELS**  
**FISCAL YEARS 2004-2005 TO 2008-2009**



**RESOLUTION NO. CC- 0806-72**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF REDONDO BEACH, CALIFORNIA, ADOPTING AN  
ANNUAL BUDGET FOR FISCAL YEAR 2008-2009**

WHEREAS, the City Manager has prepared and submitted to the City Council a proposed annual budget for the fiscal year 2008-2009 which commences on July 1, 2008, and ends on June 30, 2009; and

WHEREAS, the City Council has considered the proposed annual budget; and

WHEREAS, a public hearing has been duly held pursuant to the provisions of the Charter of the City of Redondo Beach; and

WHEREAS, the City Council concurs with the proposed revenue and expenditure plan as outlined by the City Manager; and

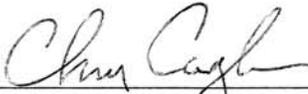
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDONDO BEACH, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Manager's proposed annual budget for Fiscal Year 2008-2009, attached hereto as Exhibit A, is hereby adopted.

SECTION 2. That the expenditures of public funds in the amount of \$100,894,041 are authorized in accordance with the programs and services outlined in said budget.

SECTION 3. The City Clerk shall certify to the passage and adoption of this resolution and shall enter the same in the Book of Original Resolutions.

PASSED, APPROVED AND ADOPTED this 17<sup>th</sup> day of June 2008.

  
~~Mike Gin, Mayor~~  
Chris Cagle, Mayor Pro Tem

ATTEST:

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES    )       SS  
CITY OF REDONDO BEACH       )

I, Eleanor Manzano, City Clerk of the City of Redondo Beach, California, do hereby certify that the foregoing Resolution No. CC-0806-72 was duly passed, approved and adopted by the City Council of the City of Redondo Beach, California, at a regular meeting of said City Council held on the 17<sup>th</sup> day of June 2008, by the following vote:

AYES:           ASPEL, CAGLE, AUST, DIELS, KILROY

NOES:           NONE

ABSENT:        NONE

ABSTAIN:       NONE

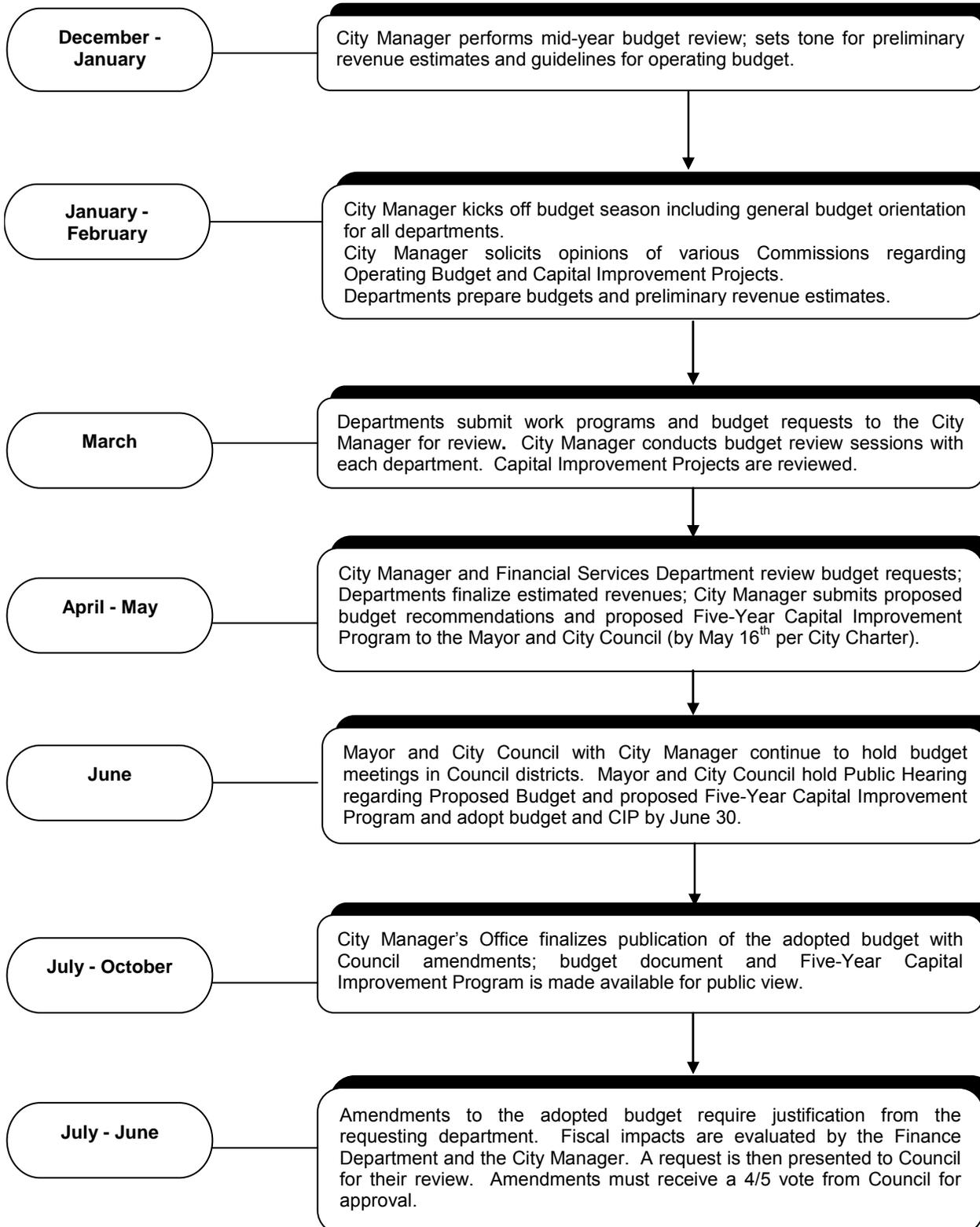
  
Eleanor Manzano, City Clerk

APPROVED AS TO FORM:

  
Michael W. Webb, City Attorney

RESOLUTION NO. CC-0806-72  
FY 08-09 ANNUAL BUDGET  
PAGE NO. 2

### BUDGET PREPARATION TIMELINE



**BUDGETARY PROCESS AND OTHER MANAGEMENT INFORMATION**

**STRATEGIC PLAN FOR 2007-2010 & DEPARTMENTAL MISSION STATEMENTS AND PERFORMANCE MEASURES**

Mission Statement

***The City of Redondo Beach is committed to providing the finest services to enhance the quality of life for those who live, work, visit and play in our community.***

After considering the City's Mission Statement, the Strategic Plan is developed, which establishes the major three-year goals and six-month objectives for the City. It provides principle guidance for preparation of the City budget, program objectives and performance measures. The three-year goals provide the basis for improving services and preserving a high quality of life in the City.

Three Year Goals

***Improve public facilities and infrastructure***

***Expand economic opportunities***

***Enhance and revitalize the Harbor and Pier area***

***Enhance financial viability***

***Enhance the livability of our community***

***Enhance public safety and emergency preparedness services for our community***

In developing the three-year goals and six-month objectives, the Mayor, City Council and City management consider current challenges facing the City and external factors and trends that might impact the future.

Updates to the Strategic Plan are scheduled approximately every six months, and the City Manager submits monthly progress reports to the Mayor and City Council.

In coordination with the Strategic Plan, departments formulate their mission statements and current and future departmental objectives. Each department's mission relates directly to the overall City mission. It focuses primarily on the interaction between the department and its key customers. In preparing a mission statement, the department considers such questions as:

- What business are you in?
- Who are your customers?
- What added value do customers of your department receive?
- What contribution is your department making to the Strategic Plan goals?

In preparing departmental objectives, City staff has to consider many factors such as:

- Current workload or service demands
- Revenue forecasts
- Project schedules
- Current staffing

An outgrowth of the Strategic Plan is the City's proposed operating budget and Capital Improvement Budget.

## **THE BUDGET PROCESS**

One objective of the budget process is to allocate financial resources to various work activities over a specified period of time for the City of Redondo Beach. This time period is the City's fiscal year, which begins on July 1 and ends the following June 30. Another objective of the budget process is to review the prior year's departmental performance measures and modify them as appropriate. The preparation of the budget document begins in January – six months before it is put into operation.

In January, each department assesses its current activities, updates performance measures and reviews its spending records provided through the City's accounting system. This information is used as a base for developing the following year's plan. Program managers confer with their department directors to develop a work plan and to estimate necessary financing. Revenue estimates are developed by the City Treasurer's Office and the Financial Services Department, along with other departments that generate fees and/or charges. Departments can make changes or modifications of any amount without the City Council's approval. In March, the departments' work programs and justifications for proposed expenditures are presented to the City Manager for review.

Throughout March and April, the Financial Services Department and the City Manager work with departments to gather all budgetary information. The City Manager's recommendations are then incorporated into the proposed budget document. The proposed budget is submitted to the City Council by May 16 as required by the City Charter. After the Mayor and Council Members have reviewed the proposed budget, the City Manager, Financial Services' budget staff and Department Heads participate in formally presenting the budget to the City Council. Budget documents are available to the general public and the citizens of Redondo Beach on the Internet and in the City Clerk's office, City libraries and fire stations.

The City Charter mandates a public hearing on the budget within 30 days of its presentation to the City Council. Therefore, in May or June, the Mayor and City Council conduct public hearings to receive citizen input on the proposed budget. Public study sessions are then held to review budget proposals and to adopt a budget by June 30.

The proposed budget presents City activities on two levels. The first level is the department level, which shows the total appropriations for the department. The second level is the program or activity level. Presentations at these levels allow a more thorough review of each activity and provide management and citizens a way of more accurately associating costs with activities they see on a day-to-day basis. This improves appreciation of the resources it takes to accomplish given goals and is an easier gauge on whether those activities should be increased or decreased and the financial impact of those decisions.

At each step of the budget process, the information is stored through the City's finance system. After approval of the budget, the adopted revenue and appropriations are posted in the City's accounting ledgers.

City departments are required to monitor their budgets and spend only amounts allocated by the Mayor and City Council. However, during the year, unforeseen costs arise which cannot be accommodated within the original adopted budget. For these circumstances, the City Manager may recommend budget modifications to the Mayor and City Council. The Mayor and City Council may approve budget modification resolutions to make the necessary changes. At any meeting after the adoption of the budget, appropriations may be modified and/or transferred by adoption of a resolution with at least four affirmative votes.

## **THE CAPITAL IMPROVEMENT BUDGET**

The separate Five-Year Capital Improvement Program (CIP) for FY2007-2012 is presented to the Mayor and City Council as part of the budget process. The five-year CIP is a strategic plan which addresses the long-term capital and infrastructure of the City.

The first year CIP funding recommendations are included in this proposed budget.

### BASIS OF ACCOUNTING AND BUDGETING

Annual budgets are legally adopted for all funds on a basis consistent with generally accepted accounting principles.

With the exception of government-wide financial statements prepared in accordance with GASB 34, the City uses the modified-accrual basis for accounting *and* budgeting of Governmental Fund types which are: General, Special Revenue, Debt Service and Capital Projects Funds. Under the modified-accrual basis of accounting, revenues are recognized in the accounting period in which they become available and measurable. Those revenues treated as susceptible to accrual primarily consist of taxes, interest and grant revenues for which reimbursement requests are expenditure-driven. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which is recognized when due.

In all presentations, the City uses the accrual basis for accounting *and* budgeting of its Proprietary Fund Types which are the Enterprise and Internal Service Funds. Revenues are recognized when earned, and expenses are recognized when incurred.

### CASH MANAGEMENT

The City invests all idle cash in various investment instruments, as authorized within the City's Statement of Investment Policy. The City Treasurer employs a buy and hold philosophy of cash management, ensuring the full return of all investment principal. Composition of the City's investment portfolio consists of a well diversified mix of Federal Agency instruments, complimented by a blend of AA rated Corporate Medium Term Notes, both investment types of which are structured along a five-year ladder maturity schedule. In addition, sufficient portfolio liquidity is maintained through continued maintenance of a significant portion of the investment portfolio's position in the State managed Local Agency Investment Fund, or LAIF.

The City has an Investment Policy certified by the Association of Public Treasurers – United States & Canada (APT – US&C) and has established both a written investment plan and an investment procedures manual. The Investment Policy is reviewed and approved by both the City Council and Budget and Finance Commission on an annual basis. The investment policy's established performance benchmark is the 1 year Constant Maturity Treasury index (CMT). In the periodic purchase of investments, both the rate of return provided by LAIF and the yield on the US Treasury security of closest maturity to the purchased investment serve also as investment performance benchmarks.

The level of investments maintained with LAIF fluctuates in accordance with variations in the City's operating budget and capital improvement program cash flow requirements. The LAIF balance is maintained at a level of \$15 to \$30 million, or approximately 33% of the portfolio's assets, ensuring maintenance of sufficient investment portfolio liquidity. The yield provided by LAIF has declined over the past year in line with the overall reduction in short-term market interest rates. Idle investment funds above the liquidity threshold have been placed primarily in Federal Agency investments within the two to five year investment maturity range. The reduction in market interest rates experienced over the past year have been both anticipated and well managed, proactively responding to both the City's operating and capital improvement cash flow requirements. The rate of return on the City's investment portfolio consistently meets or exceeds established investment portfolio performance benchmarks.

As of June 30, 2008, the City's idle funds were invested as follows:

<i>Investments</i>	<i>Market Value</i>	<i>% of Portfolio.</i>	<i>Yield to Maturity</i>
Federal Agency Issues – Coupon	\$18,160,851	27.2%	4.17%
Local Agency Investment Fund	32,000,000	47.8%	2.86%
Corporate Medium Term Notes	<u>16,719,492</u>	25.0%	4.82%
<b>Total Investments and Averages</b>	<b>\$66,880,343</b>	<b>100.0%</b>	<b>3.71%</b>

**DEBT MANAGEMENT**

As a Charter City, the City of Redondo Beach cannot incur general obligation bonded indebtedness which exceeds 15% of total assessed valuation of all real and personal property within the City. **The City of Redondo Beach currently has no general obligation indebtedness.** The current outstanding bonds for the City are those issued by the Redevelopment Agency, the Public Financing Authority (PFA), and the Special Assessment District, which is completely supported by Northrop Grumman, for the Manhattan Beach Boulevard widening project.

The City's fiscal agent administers all of the debt-servicing requirements. The bonds issued by the Redevelopment Agency, a component unit of the City, were issued to provide financing of improvements within the South Bay Center project area. Bonds issued by the Public Financing Authority (PFA), a component unit of the Redevelopment Agency, were issued to provide funds to acquire the 1996 Tax Allocation Bonds of the Redevelopment Agency, to finance certain redevelopment activities with respect to the South Bay Center project area and to provide new monies for certain public capital improvements within the City. In addition, bonds were issued to acquire, construct, expand, improve or rehabilitate property and public improvements within or of benefit to the Aviation High project area and to refinance the Redevelopment Agency's Pier Reconstruction bonds, and to finance various improvements to, and to remedy a variety of deficiencies in, the facilities of the Wastewater Enterprise. The bonds issued by the Assessment District, pursuant to the Improvement Bond Act of 1915, were issued to finance certain public improvements within the Assessment District. The property owner within this district is assessed an annual tax sufficient to meet annual debt servicing requirements. Neither the faith and credit nor the taxing power of the City, the Redevelopment Agency, the State of California or any political subdivision thereof, is pledged for the payment of these Assessment District bonds.

The following are changes in outstanding bonds for the fiscal year ended June 30, 2008:

	<u>Outstanding July 1, 2007</u>	<u>Additions</u>	<u>Deletions</u>	<u>Outstanding June 30, 2008</u>
Public Financing Authority 1996 South Bay Center Revenue Bonds (\$10,330,000)	8,765,000	-	8,765,000	-
Public Financing Authority 2000 Aviation High Tax Allocation Bonds (\$4,735,000)	3,010,000	-	80,000	2,930,000
Public Financing Authority 2001 Pier Reconstruction Revenue Bonds (\$2,965,000)	2,380,000	-	120,000	2,260,000
Public Financing Authority 2004 Wastewater System Revenue Bonds (\$10,335,000)	9,780,000	-	195,000	9,585,000

Public Financing Authority 2008 South Bay Center Revenue Bonds (\$7,645,000)	-	-	-	7,645,000
Manhattan Beach Blvd. Limited Obligation Improvement Bonds (\$1,147,000)	120,000	-	120,000	-
Total	24,055,000	-	800,000	22,420,000

For Fiscal Year 2008-09, the City's (including Redevelopment Agency and Public Financing Authority) debt service requirements are as follows.

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2000 PFA Aviation High Tax Allocation Bonds	115,000	115,650 <sup>1</sup>	230,650
2001 PFA Pier Reconstruction Revenue Bonds	125,000	74,166 <sup>1</sup>	199,166
2004 PFA Wastewater System Revenue Bonds	200,000	460,963	660,963
2008 PFA south Bay Center Revenue Bonds	<u>230,000</u>	<u>597,719</u>	<u>827,719</u>
Total	670,000	1,248,498	1,918,498

**LEGAL DEBT MARGIN**

Based on the Fiscal Year 2007-2008 assessed value of real and personal property within the City of Redondo Beach, the legal debt margin is calculated as follows.

Total assessed value of all real and personal property	\$ 10,461,187,686
Legal debt limit - 15% of total assessed valuation <sup>2</sup>	\$ 1,561,914,023
Amount of debt applicable to limit	-
Legal debt margin	<u>\$ 1,561,914,023</u>
Percentage of legal debt limit authorized	0%

<sup>1</sup> Estimated for variable rate bond issue

<sup>2</sup> Legal debt limit set by Government Code Section 436505 and City Charter Section 17.11

**GANN LIMIT**

Pursuant to Article XIII B of the California Constitution (known as the Gann Limit), the City must compute an annual appropriations limit. In June 1990 the California voters approved Proposition 111 which amended Article XIII B and provided for a greater selection of factors used in determining annual adjustments to the limit. The factors used include the change in the California per capita personal income combined with the change in population of the jurisdiction's county or the change in the population of the City; whichever is higher. The calculation using these new factors began with the base year of Fiscal Year 1987-88, as provided for in the Proposition 111 amendments. Below is a two-year comparison of the appropriations limit.

The City's appropriations limit for Fiscal Year 2008-09 is established at \$95,694,011, a 5.2% increase over Fiscal Year 2007-08. The City's eligible appropriations for Fiscal Year 2008-09 are approximately \$50.0 million, substantially under the limit of \$95.7 million. Additional appropriations to the budget funded by non-tax sources such as service charges, restricted revenues from other agencies, grants or beginning fund balances would be unaffected by the appropriations limit. However, any supplemental appropriations funded through increased tax sources would be subject to the appropriations limit and could not exceed the \$50.0 million variance indicated. Further, any overall actual receipts from tax sources greater than \$50.0 million from budget estimates would result in proceeds from taxes in excess of the City's appropriations limits, requiring refunds of the excess within the next two fiscal years or voter approval of an increase in the City's appropriation limit. Only in 1983 did the City exceed the limit and voter approval to expend the monies was received.

<u>Calculation</u>	<u>2007-08</u>	<u>2008-09</u>	<u>% Increase</u>
Prior Year Appropriation Limit	\$86,501,537	\$90,975,223	5.2%
Cumulative Growth Factor	<u>X 1.0517</u>	<u>X 1.0519</u>	
Appropriation Limit	\$90,975,244	\$95,694,011	5.2%

---

## STATEMENTS OF FINANCIAL PRINCIPLES

---

**BACKGROUND:** On February 13, 1998, the City of Redondo Beach established a strategic plan. As part of the plan, various committees were formed to implement the five citywide goals. One of the said committees is the Strategic Financing Planning Committee.

The Strategic Financial Planning Committee, in concert with the Budget & Finance Commission, was tasked to develop a strategic plan for the City to achieve financial stability. The Strategic Financial Planning Committee and the Budget & Finance Commission determined that one of the steps in developing a strategic financial plan is for the City to establish a set of financial principles.

On November 17, 1998, the Mayor and City Council adopted the Statements of Financial Principles as a City Policy. The intention of the Mayor and City Council was to establish written policies to guide the financial management of the City of Redondo Beach and to demonstrate to the citizens of Redondo Beach, the investment community, and the bond rating agencies that the City of Redondo Beach is committed to a strong fiscal policy. The Mayor and City Council also determined that it is necessary to provide precedents for future policy makers and financial managers.

On June 6, 2000, the Mayor and Council approved by resolution, to include under Section 11(h), a policy regarding threshold for capitalization of fixed assets.

On November 6, 2001, the Mayor and Council amended by resolution Section 12(a) to reflect the "minimum reserve" for contingencies to be 8.33% of the General Fund current fiscal year's budget.

On October 9, 2007, the Mayor and Council approved by minute action, to add as Section 12 (h), a policy requiring that the "reserves" or fund balances designated for other post employment benefits (OPEB) obligations be maintained at appropriate levels as authorized by the City Council.

### **CITY POLICY**

**Section 1: General Financial Goal** - To establish a five-year financial plan and achieve financial stability. Once achieved, maintain and enhance the City's fiscal health. To help achieve this goal, the City's objective is to adhere to the following statements of financial principles and policies:

#### **Section 2: General Principles**

- a) The City will maintain a level of expenditures which will provide for the well-being and safety of the general public and citizens of the community.
- b) The City will manage its financial assets in a sound and prudent manner.
- c) The City will maintain and further develop programs to assure its long-term ability to pay all the costs necessary to provide the highest quality of service required by the citizens of Redondo Beach.
- d) The City will adopt a balanced operating budget by June 30 of each year as required by the City Charter Section 17.9. The objective is to balance the budget without the use of General Fund undesignated fund balances or "reserves".
- e) The City will maintain and improve its infrastructure.
- f) The City will provide funding for capital equipment replacement, including a long-term technology plan, to achieve greater efficiency in its operations.
- g) The City will value its employees as one of its most important assets and will compensate them competitively according to the City's ability to pay.
- h) All City officials and employees shall always conduct themselves in a manner that will not expose the City to any liability.

**Section 3: Revenue Policies**

- a) The City will use a conservative approach in estimating revenues to maintain financial flexibility to adapt to local and regional economic changes.
- b) The master fee schedule will be updated annually to recover, as much as possible, the cost of providing the service and to allow for inflationary cost increases, but keeping in mind that fees are not to exceed the cost of providing the service. In some instances, the City may not want to charge any fees or the full cost of providing the service, if it is in the City's best interest to do so. These charges or fees for services will be identified during the budget approval process.
- c) The City will aggressively pursue revenue collection and auditing to assure that monies due the City are accurately received in a timely manner.
- d) Departments shall avoid earmarking General Fund revenues for specific purposes unless authorized by the City Council.
- e) One-time revenues shall be used for one-time expenditures.
- f) Revenues in excess over expenditures at the end of the fiscal year shall be used to first satisfy the general reserve requirements before appropriating for other uses.
- g) The City will continue to explore revenue-raising alternatives as necessary and pursue all grants available for local government. (The City may consider not accepting a grant if the grant requires continued City funding after the grant expires.)
- h) Program managers for special revenue funds shall diligently pursue reimbursements or receipts of grants in a timely manner to minimize the negative impact to the General Fund's investment earnings.
- i) The Mayor and City Council shall be promptly informed of any significant revenue gain or loss impacting the City.
- j) The City shall abide by the requirements of applicable Federal, State and local laws or statutes, when contemplating to raise revenues.

**Section 4: Expenditure/Budget Policies**

- a) Current year operating expenditures shall be funded by current year operating revenues.
- b) In an advisory capacity, the Budget & Finance Commission will conduct a preliminary review of all essential services. The City Council will have final approval in determining which services receive priority funding when a revenue shortfall exists or is projected.
- c) The City will continue to explore options in delivering services in the most cost-effective method, including public-private partnerships and partnerships with other governmental agencies.
- d) Programs that are funded through user fees shall be self supporting. (The City may partially subsidize some of these programs if it is in the City's best interest to do so.)
- e) Departments' fiscal year-end expenditures must be within approved appropriations by fund.
- f) Departments with unexpended/unencumbered balances in their *maintenance and operations* budget at the end of the year, may carryover a specified amount to the next fiscal year with specific approval by the City Manager.
- g) Departments with approved capital outlay budget but who were unable to purchase the capital item by the end of the fiscal year, may carryover this item with approval by the City Manager.
- h) Departments that have encumbrances at the end of the year, but have exceeded their total appropriations within each fund, may not be able to carryover the encumbrance balances, depending on the circumstances that caused the department to exceed its appropriations. Consequently, payments against these encumbrances may be charged to the affected department's subsequent fiscal year's budget.
- i) Salary and benefit savings at the end of the fiscal year will not be carried forward.
- j) Departments shall adhere to purchasing guidelines when expending City funds.
- k) All City officials and employees shall adhere to the City's conference and travel expense policy.
- l) Requests for new positions must identify specific funding sources and include a cost-benefit analysis.
- m) Budget transfers within each fund and between line accounts or programs within each department, must be approved by the City Manager or his/her designee. The Mayor and City Council shall be notified as soon as possible of budget transfers between departments and between capital improvement projects.

- n) Additional appropriations requests beyond the adopted budget must be approved by the City Council by four affirmative votes, as required by the City Charter Section 17.10.
- o) Salaries and benefits savings may not be transferred to fund maintenance & operations items other than those for which savings from vacancies are used for temporary or contractual services.
- p) When appropriate, projects or programs that have multiple funding sources must first use funds that have the most restrictions before using the General Fund, unless otherwise approved by the City Council.
- q) All City officials and City employees will exercise prudence and due care and will avoid any conflicts of interest or appearance thereof, when expending public funds.

**Section 5: Capital Improvement Projects (CIP) Policies**

- a) The City will develop and implement a five-year capital improvement plan.
- b) The City may dedicate revenues from the Gas Tax Fund for the infrastructures' capital needs. (As this fund is currently being used for operating expenditures for streets maintenance, the City may implement a phased-in period to absorb these costs in the General Fund or other appropriate special revenue funds. The phased-in period may begin in FY99/00.)
- c) The City will set aside a reasonable and prudent amount of General Fund monies for capital improvements and repairs of various facilities, in its annual budget process.
- d) All capital improvement projects must be coordinated with the CIP "Committee" before they are submitted to the City Manager. Subsequently, the City Manager's recommendations shall be submitted to the Budget & Finance Commission for review and prioritization before the capital projects are submitted to the City Council.
- e) Change orders for capital projects already in progress, that exceed the amounts normally pre-approved at the City Engineer's discretion, (per the schedule outlined in the Administrative Policies & Procedures - APP 14.1), shall be submitted to the City Council for approval.
- f) The long-term operating impact of any capital improvement project must be disclosed before the project is recommended for funding.
- g) The City will select only the most responsible and reputable contractors to work on capital projects.
- h) The City will abide by applicable Federal, State and local laws/regulations on public works contracts.

**Section 6: Debt Policies**

- a) The City shall avoid, as much as possible, incurring general obligation debt.
- b) The City shall obtain voter approval before incurring general bonded indebtedness for the City.
- c) The City's legal debt limit is 15% of assessed valuation of property within the City, per City Charter Section 17.11 and per California Government Code Section 436505.
- d) The City shall incur debt only for capital improvement projects and only if the projects cannot be funded by recurring or one-time revenues.
- e) Proceeds from long-term debt shall not be used for current ongoing expenditures.
- f) The debt shall be paid by specific revenue sources.
- g) The term of the debt incurred for capital projects shall not exceed the life of the projects being financed in accordance with regulations in federal, state or local law.
- h) The City shall not use short-term borrowing for operating expenditures.
- i) The City may participate in the statewide issuance of Tax & Revenue Anticipation Notes (TRANs) in accordance with applicable TRANs guidelines.
- j) The City shall consider interfund loans, when it is more cost effective and feasible, instead of borrowing outside, for short-term debt requirements.
- k) The City will use lease-purchase financing when it is cost effective.
- l) Bonds will be sold on a competitive basis unless it is in the City's best interest to conduct a negotiated sale.
- m) The City will follow a policy of full disclosure by communicating with bond rating agencies to inform them of the City's financial condition. (The continuing disclosure required in the City's Comprehensive Annual Financial Report is sent to the dissemination agent who will then report it to the bondholders, rather than the rating agencies.)
- n) The City will honor all its debt and seek to maintain the highest attainable bond rating to minimize issuance costs to the City.

**Section 7: Investment Policies**

- a) The City Treasurer's Office shall abide by the City's adopted investment policy and shall submit a monthly report to the Mayor and City Council on the investment activities. Additionally, the City Treasurer shall make a quarterly presentation to the Budget & Finance Commission and to the Mayor and City Council.
- b) The investment policy shall be annually reviewed and approved by the City Council.

**Section 8: Interfund Transfers Policies**

- a) Transfers to the General Fund from other funds for overhead costs shall be reviewed annually and shall conform to OMB (Office of Management & Budget) A-87 guidelines.
- b) All City funds, including eligible grant funds, shall share the administrative costs borne by the General Fund.

**Section 9: Special Revenue Policies**

- a) The City shall abide by applicable rules and regulations pertaining to the expenditures of special revenue funds as required by each funding source.

**Section 10: Enterprise Funds Policies**

- a) Enterprise activities will be programmed to generate sufficient revenues to fully support the Enterprise's operations including debt service requirements, current and future capital needs.
- b) Enterprise activities will generally adhere to all other applicable fiscal policies of the City.
- c) Audits of lessees shall be performed, based on the terms of the lease agreements, to ensure the City receives all revenues due the City.

**Section 11: Accounting, Auditing & Financial Reporting Policies**

- a) The City will comply with all generally accepted accounting principles (GAAP) and adhere to the statements issued by the Governmental Accounting Standards Board (GASB).
- b) The City shall continue to participate in the Government Finance Officers Association's (GFOA) and the California Society of Municipal Finance Officers' (CSMFO) financial reporting and budgeting awards program to help ensure continued quality financial reports and budget documents.
- c) The City shall retain the services of an independent auditor to perform annual financial audits.
- d) The City shall routinely bid for audit services, at a minimum, every five years. Audit contracts shall not exceed five years at a time. The Budget & Finance Commission will participate in the selection process.
- e) The City shall issue its Comprehensive Annual Financial Report by the second council meeting in December each year.
- f) Staff shall submit a mid-year budget review to the Mayor and City Council by the second council meeting in February each year.
- g) The Mayor and City Council shall be promptly informed of any significant financial reporting issue or any audit findings.
- h) The City shall, from time to time, review the threshold when capitalizing fixed assets and make necessary adjustments thereto, as appropriate, with the initial recommendation from the Financial Services Department and with concurrence by the City's independent auditors.

**Section 12: Reserves Policies**

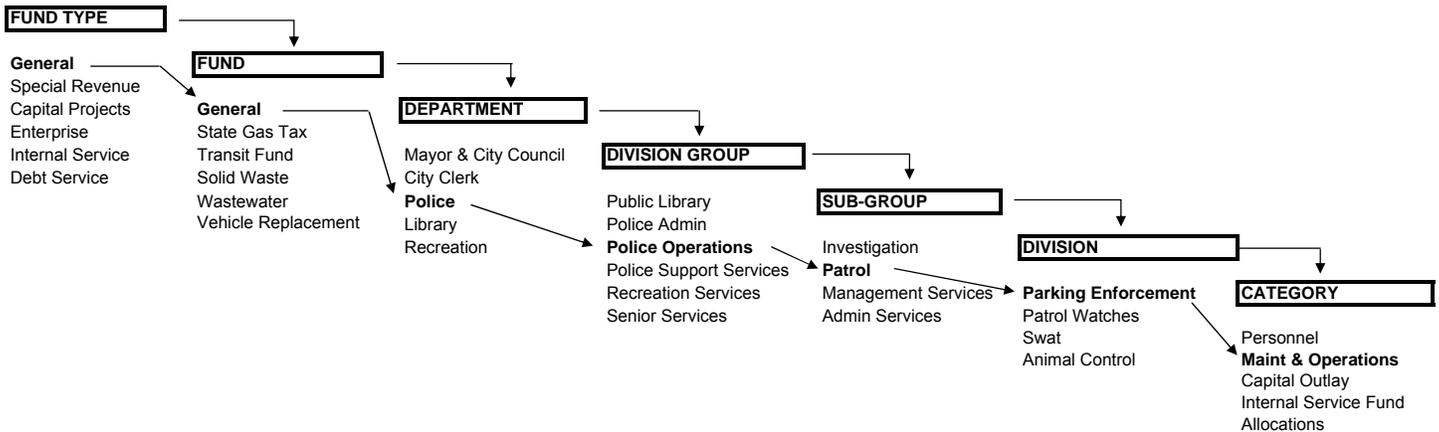
- a) The City shall maintain a “minimum reserve” for contingencies, equivalent to 8.33% of the General Fund’s current fiscal year’s budget. Maintaining this minimum “reserve” will also allow the City to continue to earn a certain level of investment earnings and provide sufficient cash flow reserves. The minimum reserve requirement will be subject to an annual, or whenever necessary, review by the City Council.
- b) Undesignated fund balances shall be used for one-time expenditures, preferably only on capital improvement items.
- c) The remaining undesignated fund balances, after all “reserve” requirements are met, may be transferred to the Capital Projects Fund or may be used to increase the funds set aside for capital equipment replacement, subject to Council approval. This process will be annually reviewed with the Mayor and City Council.
- d) The City Council may alter reserve requirements anytime, as necessary.
- e) The “reserves” or fund balances designated for claims and judgments shall be maintained at appropriate levels as authorized by the City Council.
- f) The “reserves” or fund balances designated for compensated absences shall be maintained at appropriate levels as authorized by the City Council.
- g) Council approval will be required before expending funds designated for contingencies or any of the available fund balances.
- h) The “reserves” or fund balances designated for other post employment benefits (OPEB) obligations be maintained at appropriate levels as authorized by the City Council.

**BUDGET ACCOUNT STRUCTURE**

As illustrated below, the City's highest level of reporting is Fund Type. For budgeting purposes, the City uses six Fund Types. Included in each Fund Type may be several Funds - the next level of reporting. For example, the Special Revenue Fund Type includes 17 funds of which only two are reflected below. Each Fund has at least one subordinate level, designated as the City's Departments (e.g., the Police Department), and within each Department, there is at least one Division Group (e.g., Police Operations). Within each Division Group is a division Sub-Group (e.g., Police Patrol), and within each Sub-Group is a Division (e.g., Parking Enforcement).

The number of Departments within a Fund, as well as the number of subordinate levels of Division Groups, Sub-Groups and Divisions within a Department, depends on the management control needed to effectively monitor expenditures. Divisions assist management and citizenry in assessing the cost of providing a service. Finally, similar expenditure types are grouped at the Category level. For example, salaries and benefits are grouped together in the Category level as "Personnel"; office supplies, advertising, equipment maintenance, etc., are grouped together in the Category level "Maintenance & Operations".

Using General as the Fund Type, the following is an example of the flow of reporting from the highest level of budget reporting (Fund Type) to the lowest or most detailed level of budget reporting (Category).



## CLASSIFICATION OF FUNDS

The accounts of the City are organized on the basis of funds. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording resources, together with all related liabilities, obligations, reserves and equities, which are segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. The City currently uses the following funds:

### GENERAL FUND

The General Fund is used to account for the financial resources and expenditures associated with most City operations where revenue is not required to be recorded in a separate fund. Revenues collected in the General Fund are not restricted as to program or purpose they may be spent upon. They are derived primarily from taxes - property tax, sales and use tax, transient occupancy tax, utility users' tax, and business license tax. These taxes account for approximately 74.0% of all General Fund revenues. Other General Fund revenue sources include licenses and permits; fines and forfeitures; investment earning, intergovernmental revenues, charges for services; and other miscellaneous revenues.

### SPECIAL REVENUE FUNDS

#### Air Quality Improvement Fund

This fund accounts for monies received from the South Coast Air Quality District, which are used to reduce air pollution from motor vehicles.

#### Community Development Block Grant Fund

Revenues derived through the Federal Community Development Act are recorded in this fund. Community Development Block Grant (CDBG) receipts are restricted to the revitalization of low and moderate income areas within the City. As required by the U.S. Department of Housing and Urban Development (HUD), the City annually solicits public input regarding the expenditure of these funds.

#### Disaster Recovery Fund

This fund accounts for monies received and expenditures incurred related to disaster recovery.

#### Housing Authority Fund

HUD (Department of Housing & Urban Development) Section 8 housing grants are recorded in this fund. Section 8 monies are used to provide rent subsidies to qualifying low-income families and to locally administer the program.

#### Intergovernmental Grants Fund

This fund reflects various grants received from the local, State or Federal agencies. It includes grant funding to supplement local funding primarily for capital improvement projects and public safety programs.

#### Local Transportation Tax Fund

Monies recorded in this fund originate from the Transportation Development Act (TDA) created in 1972. The Act restricts the use of 1/4 of the State sales tax for bikeways, pedestrian and handicapped facilities, transit operations and paratransit.

**SPECIAL REVENUE FUNDS (continued)**

**Narcotic Forfeiture and Seizure Fund**

Revenues recorded in this fund are the local agency's proportionate share of monies and sold property seized during drug and narcotic arrests. Monies are distributed after convictions are received by the lead State or Federal agency. Expenditures incurred are restricted to law enforcement activities and must supplement, not replace, existing law enforcement budgets.

**Parks and Recreation Facilities Fund**

Revenue in this fund originates from a \$400 per unit fee charged on the construction of new residential development within the City. Fees are due at the time a building permit is issued. This revenue is used solely for the acquisition, improvement and expansion of public parks, playgrounds, and recreation facilities.

**Proposition A (Prop A) Fund**

Monies received in this fund come from a 1980 voter-approved ½ cent sales tax levied within Los Angeles County for the operation of transit-related projects.

**Proposition C (Prop C) Fund**

Monies received in this fund come from a 1990 voter-approved ½ cent sales tax levied within Los Angeles County for the operation of transit-related projects.

**South Bay Youth Project Fund**

The California Office of Criminal Justice Planning grant revenues and other local grants and donations are recorded under this fund. These grants finance the South Bay Juvenile Diversion program which is administered through the City of Redondo Beach for ten South Bay cities. This delinquency prevention program provides counseling, crisis centers, and remedial education for problem and high-risk youth and their families.

**State Gas Tax Fund**

The City's share of the State Gasoline Tax is recorded in this fund. Monies are derived through Sections 2105, 2106, 2107 and 2107.5 of the California Streets and Highways Code. Section 2105, 2106 and 2107 revenue can be used for street maintenance and construction, while Section 2107.5 revenue is restricted to street engineering activities.

**Storm Drain Improvement Fund**

In FY01/02 the Mayor and City Council established the Storm Drain Improvement Fund. This fund is used to account for the receipt of the storm drain impact fees and the related National Pollutant Discharge Elimination System (NPDES) implementation and enforcement costs.

**Street Landscaping and Lighting District Fund**

This is a special assessment fund which is used to account for revenue and expenditures associated with the Street Landscaping and Lighting District. Revenue comes into the fund through assessments levied against residential and business property. Expenditures charged to this fund are restricted to establishing, improving, operating and maintaining street lighting, street trees, traffic signals and median landscaping.

## **SPECIAL REVENUE FUNDS (continued)**

### **Subdivision Park Trust Fund**

This fund is financed from Quimby fees, which are paid by developers on certain qualifying development projects. The monies in this fund are used exclusively for the acquisition, development, or rehabilitation of park land or related improvements.

### **Traffic Congestion Relief Fund**

Monies recorded in this fund originate from AB 2928, a FY00/01 State budget trailer bill for the transportation finance package. The funds are to be used for maintenance and rehabilitation projects

### **Transit Fund**

Transit Fund revenue sources include the following: the 1980 voter approved Proposition A ½ cent sales tax; the 1990 voter approved Proposition C ½ cent sales tax; Federal and State transportation funds; and Beach Cities Transit fares. Transit fund monies are used to support public transportation programs and projects.

### **Workforce Investment Act Fund**

This fund accounts for Federal grant revenues received for various job training and work experience programs, assisting displaced workers, impacted by lay-offs, etc.

## **CAPITAL PROJECTS FUND**

In FY84/85 the Mayor and City Council established this fund following recommendations from the City's Public Improvement Commission. It is used to account for capital improvements such as the construction, repair, and upgrade of City facilities; streets; storm drains; sewers; and park facilities.

## **ENTERPRISE FUNDS**

### **Harbor Tidelands Fund**

Revenue deposited in this fund is derived from business operations run by lessees, and from parking receipts. The use of this fund is restricted under the City's Tideland Trust Agreement with the State of California.

### **Harbor Uplands Fund**

Revenue comes from similar sources as the Tidelands Fund - trade leases, and parking receipts. However, its use is less restrictive and is subject only to the decisions of the City Council.

### **Solid Waste Fund**

In FY90/91 the Mayor and City Council established the Solid Waste Fund. This fund is used to account for expenditures and revenues related to the City's comprehensive solid waste program which includes refuse collection, recycling, and hazardous waste disposal. The solid waste program is wholly supported through user service fees.

### **Wastewater Fund**

In FY95/96 the Mayor and City Council approved the establishment of the Wastewater Fund, and at the time, was funded solely by a capital facility charge, more commonly referred to as a sewer connection fee. In FY03/04, in anticipation of the rehabilitation needs of the sewer system and additional requirements for operations and maintenance, the Mayor and City Council assessed an annual sewer user fee to be charged to users of the City's sewer system.

## **INTERNAL SERVICE FUNDS**

### **Building Occupancy Fund**

Established in FY00/01, the Building Occupancy Fund includes reimbursement for costs associated with facilities maintenance and replacement. Cost allocations are based on square footage of the area occupied by each user department and department usage of utilities, contracts, and materials and supplies.

### **Emergency Communications Fund**

Established in FY04/05, the Emergency Communications Fund includes reimbursement for costs related to technology used for emergency purposes, such as emergency dispatch equipment. Such equipment is currently used only in the Police, Fire and Public Works Departments. Therefore, costs are allocated only to those departments based on the replacement cost of the equipment utilized by each. In FY06/07, a component of all personnel, maintenance and operations, and internal service fund allocation costs associated with the Emergency Communications Division of the Police Department was added.

### **Information Technology Fund**

Established in FY00/01, the Information Technology Fund includes reimbursement of all costs associated with the Information Technology Department. These costs include personnel, maintenance and operations and capital outlay expenses budgeted by this Department. In FY05/06, a component for equipment replacement was added to the charge for operations. All costs are allocated to the users depending on the number of computers and telephones residing in the department.

### **Printing and Graphics Fund**

Established in FY02/03, the Printing and Graphics Fund contains reimbursement for printing and graphics charges allocated to departments for use of services of the in-house print shop. Cost allocations are based on the count of each department's full-time budgeted employees.

### **Self-Insurance Program Fund**

Established in FY00/01, the Self-Insurance Program Fund contains reimbursement for costs associated with insurance premiums and claims experience related to liability, workers' compensation and unemployment. Depending on the type of insurance matter, allocations are based on a combination of square footage, property values, gross payroll and/or claims experience of the department.

### **Vehicle Replacement Fund**

Established in FY83/84, the Vehicle Replacement Fund contains cost reimbursements from departments that utilize the City's Fleet Services Division for maintenance of vehicles and equipment. Also included in this fund are reimbursed rental charges for vehicles assigned to particular departments. Maintenance charges are based on historical records of the particular vehicle, and rental charges are based on the estimated future replacement value of the vehicle.

**REDEVELOPMENT AGENCY**

Redevelopment funds are used for the activities of four redevelopment project areas within the City. Revenue is derived from property tax increments and developer agreement payments. The revenues support bond payment activity, capital improvements, and low-to-moderate housing subsidies.

## GLOSSARY OF BUDGET TERMS

**Abatement.** A complete or partial cancellation of a levy imposed by a government. Abatements usually apply to tax levies, special assessments and service charges.

**Accountability.** The state of being obliged to explain one's actions, to justify what one does. Accountability requires governments to answer to the citizenry -- to justify the raising of public resources and the purposes for which they are used.

**Accrual Basis.** Revenues are recognized when earned, and expenses are recognized when incurred.

**Activity.** A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible (e.g., police is an activity within the public safety function).

**Ad Valorem Tax.** A tax based on value (e.g., a property tax).

**Allocation.** Most often refers to the division of tax proceeds among local agencies.

**Allotment.** A part of an appropriation that may be encumbered or expended during a given period.

**Appropriated Budget.** The expenditure authority created by the appropriation bills or ordinances, which are signed into law, and the related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriations and other legally authorized legislative and executive changes.

**Appropriation.** Amount of money budgeted for a given program. Does not mean it will be fully expended. Appropriations are the means by which legal authority is given to expend public monies.

**Assessed Valuation.** A dollar value placed upon real estate or other property, by Los Angeles County, as a basis for levying property taxes.

**Balanced Budget.** A budget in which available resources exceed or equal expenditures.

**Basis of Accounting/Budgeting.** A term used to refer to *when* revenues, expenditures, expenses and transfers – and the related assets and liabilities – are recognized in the accounts and reported in the financial statements.

**Biennial Budget.** A budget applicable to a two-year fiscal period.

**Bill.** A term used to denote a law or statute passed by certain legislative bodies. A bill has greater legal formality and standing than a resolution.

**Bond.** A City may raise capital by issuing a written promise to pay a specified sum of money called the face value, or principal amount, at a specified date or dates in the future, together with periodic interest, at a special rate.

## GLOSSARY OF BUDGET TERMS

**Budget.** A plan of financial and program operation which lists appropriations and the means of financing them for a given time period.

**Budgetary Control.** The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

**Capital Improvements.** New, replacement or improved infrastructure which has a minimum life expectancy of five years and a minimum expense of \$15,000. However, some capital projects fall outside this definition, for example: one-time expenditures for initial studies that are associated with other capital improvement projects.

**Capital Outlay.** A budget category which accounts for all furniture and equipment having a unit cost of \$1,000 or more and a useful life of more than one year. (See "Expenditure Categories".)

**Category.** The lowest or most detailed budget account structure level. For example, salaries and benefits are grouped together in the Category level as "Personnel"; office supplies, advertising, equipment maintenance, etc., are grouped together in the Category level "Maintenance & Operations".

**City Charter.** Legal authority approved in 1949 by the voters of Redondo Beach establishing the Council-Manager form of government.

**Continuing Appropriation.** An appropriation that, once established, is automatically renewed without further legislative action, period after period, until altered or revoked.

**Debt.** An obligation resulting from the borrowing of money or purchase of goods and services. Debts of governments include bonds, time warrants and notes.

**Debt Service Requirements.** The amount of money required to pay interest on outstanding debt, serial maturities of principal for serial bonds and required contributions to accumulate monies for future retirement of term bonds.

**Department.** An organizational unit comprised of divisions. Each department is managed by a single director.

**Depreciation.** Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

**Designated Fund Balance.** A portion of unreserved fund balance designated by City policy for a specific future use.

**Division.** The budget account structure level under Sub-Group. Divisions assist management and citizenry in assessing the cost of providing a service.

**Division Group.** The budget account structure level under Department. Within each Division Group is a division Sub-Group.

## GLOSSARY OF BUDGET TERMS

**Encumbrances.** Financial commitments related to unperformed services or contracts for goods for which part of an appropriation has been reserved.

**Endowment.** Funds or property that are donated with either a temporary or permanent restriction as to the use of principal.

**Enterprise Fund.** A type of fund established to account for the total costs of those governmental facilities and services which are operated in a manner similar to a private business.

**Entitlement.** The amount of payment to which a State or local government is entitled pursuant to an allocation formula contained in applicable statutes.

**Executive Budget.** The aggregate of information, proposals and estimates prepared and submitted to the legislative body by the chief executive.

**Expenditures.** Expenditures include current operating expenses which require the current or future use of net current assets, service and capital outlays.

**Expenditure Categories.** The individual expenditure accounts used to record each type of expenditure are categorized into groups of similar types. For budgeting purposes, objects of expenditure are categorized into groups of similar types of expenditures called major categories of expenditure. The principal objects of expenditure used in the budget are:

- ◆ **Personnel.** Salaries and fringe benefits paid to City employees. Includes items such as health/dental insurance, retirement contributions, educational and other benefits.
- ◆ **Maintenance and Operations.** Supplies and other materials/services used in the normal operations of City departments. Includes items such as books, chemicals and construction materials, consultant contracts, advertising, travel and utilities.
- ◆ **Capital Outlay.** A budget category which budgets all equipment having a unit cost of more than \$1,000 and an estimated useful life of more than one year. This includes furniture, automobiles, machinery, equipment and other types of fixed assets.
- ◆ **Internal Service Fund Allocations.** Charges for goods or services provided by one department or agency to other departments and/or agencies on a cost reimbursement basis.

**Expenses.** Decreases in net total assets. Expenses represent total cost of operations during a period regardless of the timing of related expenditures.

**Fiscal Year.** A twelve-month period of time used for budgeting, accounting or tax collection purposes which may differ from a calendar year. Redondo Beach operates on a July 1 to June 30 fiscal year.

**Fixed Assets.** Assets of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000.

## GLOSSARY OF BUDGET TERMS

**Fixed Budget.** A budget setting forth dollar amounts that are not subject to change based on the volume of goods or services to be provided.

**Forfeiture.** The automatic loss of cash or other property as a penalty for not complying with legal provisions and as compensation for the resulting damages or losses. This term should not be confused with confiscation. The latter term designates the actual taking over of the forfeited property by the government. Even after property has been forfeited, it cannot be said to be confiscated until the government claims it.

**Formal Budgetary Integration.** The management control technique through which the annual operating budget is recorded in the general ledger through the use of budgetary accounts. It is intended to facilitate control over revenues and expenditures during the year.

**Franchise.** A special privilege granted by a government permitting the continuing use of public property, such as City streets, and usually involving the elements of monopoly and regulation.

**Full-Time Equivalent.** The amount of time for which a regular full or part-time position has been budgeted in terms of the amount of time an employee works in a year.

**Function.** A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).

**Fund.** An independent fiscal and accounting term used to record all financial transactions related to the specific purpose for which the fund was created.

**Fund Balance.** The amount of financial resources available for use. Generally, this represents a summary of all the annual operating surpluses and deficits since the fund's inception.

**Fund Type.** The highest level in the City's budget account structure. The level includes General, Special Revenue, Capital Projects, Enterprise, Internal Service, and Debt Service. Included in each Fund Type may be several funds.

**Gann Limit.** A California ballot initiative adopted in 1980, and modified by Proposition 111 which passed in 1990, to limit the amount of tax proceeds state and local governments can spend each year. It now appears in California's State Constitution as Article XIII B.

**General Obligation Bonds.** The full faith and credit of the City guarantees repayment of this debt.

**Governmental Fund Types.** Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities -- except those accounted for in proprietary funds and fiduciary funds. In essence, these funds are accounting segregations of financial resources.

**Grant.** Contributions or gifts of cash or other assets from another governmental or private entity to be used or expended for a specific purpose, activity or facility.

**Impact Fees.** Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks, sidewalks).

## GLOSSARY OF BUDGET TERMS

**Infrastructure.** Facilities on which the continuance and growth of a community depend, such as roads, water lines, sewers, public buildings, parks and so forth.

**In-Lieu Tax.** Tax levied in place of another tax or taxes. The State of California provides in-lieu motor vehicle fees to local governments to compensate for local personal property, not subject to property tax.

**Interfund Transfers.** Transfers are classified into residual equity transfers and operating transfers. Residual equity transfers are non-recurring or non-routine transfers of equity between funds. Operating transfers reflect ongoing operating subsidies between funds. An example of operating transfer is when the General Fund would report its annual subsidy to fund capital improvements in the Capital Projects Fund.

**Intergovernmental Funds.** Revenues from Federal, State and local grants and revenue sharing programs.

**Internal Control.** A plan of organization for purchasing, accounting and other financial activities which, among other things, provides that: (1) the duties of employees are subdivided so that no single employee handles a financial action from beginning to end; (2) proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and, (3) records and procedures are arranged appropriately to facilitate safekeeping and effective control.

**Internal Service Fund.** A fund used to account for the financing of goods or services provided by one department or agency to the other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

**Lapse.** As applied to appropriations, the automatic termination of an appropriation. Except for indeterminate appropriations, an appropriation is made for a certain period of time. At the end of this period, any unexpended or unencumbered balance thereof lapses, unless otherwise provided by law.

**Levy.** To impose taxes, special assessments or service charges for the support of governmental activities.

**Licenses and Permits.** Fees charged to recover the costs of regulating certain activities in the interest of the overall community. The fee may not exceed the actual cost and often does not fully recover regulatory costs. (e.g., animal licenses, building permits, parking permits). NOTE: This category does not include charges for business licenses. Business license charges are considered taxes.

**Maintenance and Operations.** A budget category which accounts for all the supplies, goods, and services required to support a program or activity. (See "Expenditure Categories".)

**Measurement Focus.** The accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported there, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

## GLOSSARY OF BUDGET TERMS

**Modified Accrual Basis.** The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual, that is when they become both “measurable” and “available to finance expenditures of the current period.” “Available” means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed.

**Mortgage Bonds.** Bonds secured by a mortgage against specified properties of a government, usually its public utilities or other enterprises. If primarily payable from enterprise revenues, they also are classed as revenue bonds.

**Municipal.** In its broadest sense, an adjective denoting the State and all subordinate units of government. In a more restricted sense, an adjective denoting a city or village as opposed to other local governments.

**Municipal Code.** A book that contains the City Council approved ordinances currently in effect. The Municipal Code defines City policy. The Municipal Code contains the “laws” of the City.

**Municipal Corporation.** A political and corporate body established pursuant to State statutes to provide government services and regulations for its inhabitants. A municipal corporation has defined boundaries and a population and usually is organized with the consent of its residents. It usually has a seal and may sue and be sued.

**Obligations.** Amounts a government may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

**Operating Budget.** A financial, programmatic, and organization plan, for furthering the goals of the City Council through the City departments, which does not include one-time capital improvement projects.

**Ordinance.** A formal legislative enactment by the City Council. An ordinance has the full force and effect of law within the City boundaries, unless it is in conflict with any higher form of law, such as a State statute or constitutional provision. An ordinance has a higher legal standing than a resolution.

**Overhead.** The allocation of indirect costs from support departments to those departments receiving the support services.

**Performance Budget.** A budget that bases expenditures primarily upon measurable performance of activities and work programs. A performance budget may also incorporate other bases of expenditure classification, such as character and object class, but these are secondary to activity performance.

**Performance Measure.** A quantitative or qualitative assessment of the results obtained through a program or activity. Effectiveness or outcome measures related directly to program objectives and are typically represented by a date, percentage achievement or rate of performance.

## GLOSSARY OF BUDGET TERMS

**Performance Objective.** A clearly described target for achievement within a specified time span which represents an interim step or measured progress toward a goal.

**Personnel.** Budget category used to denote salaries and all personnel associated benefits. (See “Expenditure Categories”.)

**Principal.** In the context of bonds other than deep-discount debt, the face value or par value of a bond or issue of bonds payable on stated dates of maturity.

**Proposition 4.** Initiative constitutional amendment approved in the November 1979 ballot which imposes limits on allowable appropriations of state and local governments. Article XIII B of the California Constitution. Also commonly known as the Gann Limit.

**Proposition 13.** Enacted as Article XIII A of the California Constitution. Initiative constitutional amendment approved in the June 1978 ballot which imposes a 1% limit on property taxes, various assessment restrictions and limitations on the levy of new taxes.

**Proposition 111 Limit.** On June 5, 1990, California voters approved Proposition 111, to amend Article XIII B, of the California Constitution, relating to the Gann Appropriations Limit Initiative.

**Proprietary Fund Types.** Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government’s ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government’s business and quasi-business activities are accounted for through proprietary funds.

**Reappropriation.** The amount of money budgeted for a project in a prior year, but not spent, or encumbered, and which needs to be appropriated again in the current year.

**Redevelopment Agency Funds.** Revenues derived from property tax increments, capital financings, developer fees, and investment earnings, are used for the repayment of debt service, redevelopment agency projects and redevelopment agency operations.

**Reimbursements.** Payments remitted on behalf of another party, department, or fund. These amounts are recorded as expenditures, or expenses, in the reimbursing fund, and as reductions of the expenditure, or expense, in the fund that is reimbursed.

**Reserve.** An account used to earmark a portion of the fund balance as legally segregated, for a specific use.

**Resolution.** A special order of the City Council, which requires less legal formality than an ordinance, in terms of public notice, and the number of public readings prior to approval. A Resolution has lower legal standing than an ordinance.

**Revenues.** Amount received for taxes, fees, permits, licenses, interest, use of property, and intergovernmental sources during the fiscal year.

## GLOSSARY OF BUDGET TERMS

**Service Charges.** Fees imposed upon the user of a non-regulatory service provided by the City which primarily benefits the individual user (e.g., some fire services, building permits, library fines, recreation fees).

**Special Assessment.** A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**Special Revenue Funds.** These funds are separately administered because revenues are restricted by the City Council, the State of California, the Federal government, or other governmental agencies as to how the City may spend them.

**Statute.** A written law enacted by a duly organized and constituted legislative body.

**Sub-Group.** The budget account structure level under Division Group. Within each Sub-group is a Division.

**Subventions.** Revenue collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City, from the State of California, include motor vehicle in-lieu, gasoline taxes, and homeowner's property tax exemptions.

**Taxes.** Compulsory charges levied by a government to finance services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does the term include charges for services rendered only to those paying such charges (e.g., sewer service charges).

**Transient Occupancy Tax.** A tax levied on lodging rentals (e.g., hotels, motels) where occupancy is less than 30 days and paid by the lodger.

**Use of Money and Property.** Funds include interest earned on the investment of the City's idle fund, rental income, and fees collected for other uses of City properties (e.g., for the privilege of using the City's rights-of-way).

**Utility Users' Tax.** A tax imposed on consumers of electric, gas, water, telecommunications and cable services.

## DEFINITION OF ACRONYMS

Below are the definitions for various acronyms used throughout the budget document.

<b><u>AB:</u></b>	Assembly Bill	<b><u>CMT:</u></b>	Constant Maturity Treasury
<b><u>ADA:</u></b>	American Disabilities Act	<b><u>CNG:</u></b>	Compressed Natural Gas
<b><u>AED:</u></b>	Automatic External Defibrillators	<b><u>COLA:</u></b>	Cost of Living Adjustment
<b><u>APB:</u></b>	Accounting Principles Board	<b><u>COPS:</u></b>	Citizen's Options for Public Safety
<b><u>APT-US&amp;C:</u></b>	Association of Public Treasurers- United States & Canada	<b><u>CPI:</u></b>	Consumer Price Index
<b><u>AQMD:</u></b>	Air Quality Management District	<b><u>CSCDA:</u></b>	California Statewide Communities Development Authority
<b><u>ARB:</u></b>	Accounting Research Bulletins	<b><u>CSMFO:</u></b>	California Society of Municipal Finance Officers
<b><u>A/V:</u></b>	Audio Visual	<b><u>DARE:</u></b>	Drug Awareness Resistance Education
<b><u>B&amp;W:</u></b>	Boating & Waterways	<b><u>DDA:</u></b>	Disposition and Development Agreement
<b><u>BCHD:</u></b>	Beach Cities Health District	<b><u>DMV:</u></b>	Department of Motor Vehicles
<b><u>BJA:</u></b>	Bureau of Justice Assistance	<b><u>DNA:</u></b>	Deoxyribose Nucleic Acid
<b><u>CAD:</u></b>	Computer Aided Dispatch	<b><u>DOJ:</u></b>	Department of Justice
<b><u>CAFR:</u></b>	Comprehensive Annual Financial Report	<b><u>DUI:</u></b>	Driving Under the Influence
<b><u>CalPERS:</u></b>	California Public Employees Retirement System	<b><u>EIR:</u></b>	Environmental Impact Report
<b><u>CATIC:</u></b>	California Anti Terrorism Info Center	<b><u>EMS:</u></b>	Emergency Medical Services
<b><u>CDBG:</u></b>	Community Development Block Grant	<b><u>EPA:</u></b>	Environmental Protection Agency
<b><u>CEQA:</u></b>	California Environmental Quality Act	<b><u>EPMC:</u></b>	Employer-Paid Member Contribution
<b><u>CERT:</u></b>	Community Emergency Response Team	<b><u>ERAF:</u></b>	Educational Revenue Augmentation Fund
<b><u>CFIRS:</u></b>	California Fire Incident Reporting System	<b><u>FASB:</u></b>	Financial Accounting Standards Board
<b><u>CIP:</u></b>	Capital Improvement Program	<b><u>FBI:</u></b>	Federal Bureau of Investigation
<b><u>CLEEP:</u></b>	California Law Enforcement Equipment Program	<b><u>FCC:</u></b>	Federal Communications Commission
<b><u>CMP:</u></b>	Corrugated Metal Pipe	<b><u>FDIC:</u></b>	Federal Deposit Insurance Corporation
		<b><u>FEMA:</u></b>	Federal Emergency Management Agency

**DEFINITION OF ACRONYMS**

<b><u>FMS:</u></b>	Financial Management System	<b><u>LAIF:</u></b>	Local Agency Investment Fund
<b><u>FNMA:</u></b>	Federal National Mortgage Association	<b><u>LA:</u></b>	Los Angeles
<b><u>FTE:</u></b>	Full-Time Equivalent	<b><u>LAN:</u></b>	Local Area Network
<b><u>FY:</u></b>	Fiscal Year	<b><u>LLD:</u></b>	Landscaping and Lighting District
<b><u>GAAP:</u></b>	Generally Accepted Accounting Principles	<b><u>LLEBG:</u></b>	Local Law Enforcement Block Grant
<b><u>GAAS:</u></b>	Generally Accepted Auditing Standards	<b><u>LTD:</u></b>	Long-Term Debt
<b><u>GASB:</u></b>	Governmental Accounting Standards Board	<b><u>MOU:</u></b>	Memorandum of Understanding
<b><u>GFOA:</u></b>	Government Finance Officers Association	<b><u>M&amp;O:</u></b>	Maintenance and Operations
<b><u>GIC:</u></b>	Guaranteed Investment Contract	<b><u>MTA:</u></b>	Metropolitan Transit Authority
<b><u>GIS:</u></b>	Geographical Information System	<b><u>MVIL:</u></b>	Motor Vehicle in-Lieu
<b><u>GNMA:</u></b>	Government National Mortgage Association	<b><u>NFIRS:</u></b>	National Fire Incident Reporting System
<b><u>GREAT:</u></b>	Gang Resistance Education and Training	<b><u>NFPA:</u></b>	National Fire Protection Association
<b><u>HHW:</u></b>	Household Hazardous Waste	<b><u>NIMS:</u></b>	National Incident Management System
<b><u>HR:</u></b>	Human Resources	<b><u>NPDES:</u></b>	National Pollutant Discharge Elimination System
<b><u>HUD:</u></b>	Housing and Urban Development	<b><u>OCJP:</u></b>	Office of Criminal Justice Planning
<b><u>HVAC:</u></b>	Heating/Ventilation and Air Conditioning	<b><u>OES:</u></b>	Office of Emergency Services
<b><u>ICMA:</u></b>	International City/County Management Association	<b><u>OPA:</u></b>	Owner Participant Agreement
<b><u>ICRMA:</u></b>	Independent Cities Risk Management Authority	<b><u>OTS:</u></b>	Office of Traffic Safety
<b><u>ISTEA:</u></b>	Intermodal Surface Transportation Efficiency Act	<b><u>PCH:</u></b>	Pacific Coast Highway
<b><u>IT:</u></b>	Information Technology	<b><u>PERS:</u></b>	Public Employees' Retirement System
<b><u>JTTF:</u></b>	Joint Terrorism Task Force	<b><u>PFA:</u></b>	Public Financing Authority
		<b><u>PIC:</u></b>	Public Improvement Commission
		<b><u>POB:</u></b>	Pension Obligation Bond
		<b><u>POST:</u></b>	Peace Officers Standard Training

**DEFINITION OF ACRONYMS**

<b><u>PSAF:</u></b>	Public Safety Augmentation Fund	<b><u>TDA:</u></b>	Transportation Development Act
<b><u>RBCEA:</u></b>	Redondo Beach City Employees Association	<b><u>TMDL:</u></b>	Total Maximum Daily Load
<b><u>RBFA:</u></b>	Redondo Beach Firefighters Association	<b><u>TOT:</u></b>	Transient Occupancy Tax
<b><u>RBPAC:</u></b>	Redondo Beach Performing Arts Center	<b><u>TPA:</u></b>	Third Party Administrator
<b><u>RBPOA:</u></b>	Redondo Beach Police Officers Association	<b><u>TRAN:</u></b>	Tax and Revenue Anticipation Note
<b><u>RBPSA:</u></b>	Redondo Beach Professional and Supervisory Association	<b><u>TRAP:</u></b>	Taskforce for Regional Autotheft Prevention
<b><u>RCP:</u></b>	Reinforced Concrete Pipe	<b><u>UCR:</u></b>	Uniform Crime Report
<b><u>RDA:</u></b>	Redevelopment Agency	<b><u>UUT:</u></b>	Utility Users' Tax
<b><u>RFP:</u></b>	Request for Proposal	<b><u>VIP:</u></b>	Volunteer in Policing
<b><u>SAPP:</u></b>	Spousal Abuser Prosecution Program	<b><u>VLF:</u></b>	Vehicle License Fee
<b><u>SB:</u></b>	Senate Bill	<b><u>WAN:</u></b>	Wide Area Network
<b><u>SBYP:</u></b>	South Bay Youth Project	<b><u>WIA:</u></b>	Workforce Investment Act
<b><u>SCADA:</u></b>	Supervisory Control and Data Acquisition		
<b><u>SCAG:</u></b>	Southern California Association of Governments		
<b><u>SEC:</u></b>	Securities and Exchange Commission		
<b><u>SEMS:</u></b>	Standardized Emergency Mgmt. Systems		
<b><u>SIU:</u></b>	Special Investigations Unit		
<b><u>SIR:</u></b>	Self-Insurance Retention		
<b><u>SLESF:</u></b>	Supplemental Law Enforcement Services Fund		
<b><u>STC:</u></b>	Standards & Training Corrections		
<b><u>SRO:</u></b>	School Resource Officers		
<b><u>SWAT:</u></b>	Special Weapons and Tactics		

**FREQUENTLY ASKED QUESTIONS**

**CITY:**

**What are the major General Fund revenues?**

The City's top ten revenues are listed below. These revenues account for 84.6% of total General Fund revenues from external sources.

<b>Top Ten Revenues</b>	<b>Budget</b>	<b>Percent of General Fund Revenues</b>
Property Tax	18,315,000	29.3%
Sales Tax	10,711,000	17.1%
Utility Users' Tax	7,675,000	12.3%
Property Tax In Lieu of Vehicle License Fee	5,205,000	8.3%
Transient Occupancy Tax	3,630,000	5.8%
Franchise Fees	1,846,000	2.9%
Investment Earnings	1,619,500	2.6%
Recreation Users Pay	1,395,200	2.2%
Property Transfer Tax	1,378,000	2.2%
Rents and Percentages	1,194,700	1.9%
<b>Total</b>	<b>52,969,400</b>	<b>84.6%</b>

**What is the largest use of General Fund revenues?**

Personnel costs totaling \$45,780,702 account for 66.0% of the General Fund Expenditures. The most costly benefits are retirement (PERS) costs, in the amount of \$8,399,594 and health insurance in the amount of \$3,169,623. The majority of the total personnel costs are for public safety with the Police Department at 40.60% and the Fire Department at 23.13%.

**Can the General Fund be said to have a "bottom line"?**

The goal of a private-sector business is to make money. To accomplish this goal each period, revenues and gains must exceed related expenses and losses. Accordingly, the difference between revenues/gains and expenses/losses (i.e., "net income") is a basic measure of the degree to which a business has been successful during the period. Because "net income" is reported as the last item on a business's operating statement, it is commonly referred to as the "bottom line," and serves as the primary focus of interest for users of private-sector financial statements.

The difference between the beginning and ending estimated fund balances at first may appear similar to "net income". However, in budgeting for governmental funds, including the General Fund, revenues may be less than expenditures simply because of the timing of collections, or revenues may exceed expenditures just because the payment of some liabilities is deferred until future fiscal years. Therefore, a positive balance of revenues and transfers in over expenditures and transfers out does not necessarily indicate that the City has managed to "pay its way" for the fiscal year.

## **What is the relationship between "unreserved fund balance" and cash?**

The year-end unreserved fund balance in a governmental fund, including the General Fund, is designed to measure the net financial resources that are available to finance expenditures of future fiscal years. However, not all such "available" financial resources are cash. While cash on hand may be spent at will, differing time periods typically are needed to convert the City's various receivables into cash. Moreover, fund liabilities payable from those assets may be due at different times. Therefore, while unreserved fund balance provides a good measure of the financial resources that will be available for appropriation in the budget, it is not necessarily a good measure of the fund's cash at the beginning of the fiscal year.

## **REDEVELOPMENT AGENCY:**

### **What is Redevelopment?**

Redevelopment is a process created by the State of California to assist local governments in eliminating blight and revitalizing designated redevelopment project areas. Redevelopment provides communities with the ability to obtain funding to bring about desired development, reconstruction and rehabilitation. A portion of redevelopment funds must also be used to promote affordable housing opportunities in the community. The basic idea is this: when an area is blighted due to economic reasons or faulty land use decisions, it costs the community in many ways, including monetarily. Redevelopment allows higher levels of tax revenues to be used by the Agency to cope with the blight.

### **Who is the Redevelopment Agency?**

The Redevelopment Agency is closely linked to the City by overlapping administration with the City Council serving as the Redevelopment Agency Board, the City Manager serving as the Agency's Executive Director/Secretary, the City Attorney serving as the Agency Counsel, the City Treasurer serving as the Agency Treasurer, and the City staff serving as the Agency staff. However, the Agency is a separate legal entity.

### **From where does the Redevelopment Agency get funding?**

The projects of the Redevelopment Agency of the City of Redondo Beach are funded in a number of ways including tax increment, investment earnings, developer payments and bond issue revenue. Tax increment is a funding method specifically established for redevelopment agencies by state law. On the date that the City Council approves a Redevelopment Plan, the amount of property tax being generated by the property within the boundaries of the plan is noted. As the total assessed valuation of the properties within the project area increases, usually as a result of development activity, the amount of property tax generated by those properties also increases. The difference in the two levels of property tax is known as the tax increment. Most of this tax increment goes to the Redevelopment Agency. The Agency has no power to set tax rates or impose new property taxes.

Usually, the amount of tax increment revenue going to the Agency will not be enough to finance all redevelopment activities and development projects specified in the redevelopment plan. Therefore, agencies can raise additional money by issuing bonds. These bonds are not a debt of the City, but are repaid solely from tax increment revenue.

Tax increment funds must be used for activities occurring in the same project area that generates the funds, except for residential projects which benefit low- and moderate-income residents of any area within the City. By law, 20% of the Agency's revenues must be set aside and used to improve the quality and/or quantity of affordable housing.

**What has the Redevelopment Agency of the City of Redondo Beach accomplished?**

The Redevelopment Agency has completed a number of successful projects since its inception in 1962. These include financial assistance in the construction of the main library, the Crowne Plaza hotel, the South Bay Galleria, and the Home Expo store outside the mall. Financial assistance was also provided by the Redevelopment Agency for the reconstruction of the pier which had been damaged during the disasters of 1988. Completed most recently are the Aviation Park improvements which include the rebuilding of the Redondo Beach Performing Arts Center and the purchase of land in the South Bay Center project area.

Infrastructure improvements include the Kingsdale storm drain work, the installation of sewer improvements along Harbor Drive, a contribution to the County's Green Lane storm drain project, financial assistance to the Artesia Boulevard improvement project, and funding of Inglewood Avenue improvements.

The Redevelopment Agency has used "housing set-aside" money to provide affordable rents at the Heritage Pointe and Seasons (McCandless) senior housing projects. In addition, these funds are being used to fund the handyperson and the owner rehabilitation loan programs which benefit low-income homeowners.

The three redevelopment project areas operated by the Redondo Beach Redevelopment Agency are at the stage in their lives where the primary activities of the Redevelopment Agency are relate to dept repayment and the meeting of statutory and administrative reporting requirements. This is due to the financial limitations in the adopted redevelopment plans and existing bond covenants and agreements with other taxing agencies.



**THIS PAGE LEFT INTENTIONALLY BLANK**

# FINANCIAL SUMMARIES



SUMMARY OF ESTIMATED REVENUES & APPROPRIATIONS AND  
ESTIMATED CHANGES IN FUND BALANCES

<i>Fund</i>	Estimated Fund Balances July 1, 2008	+	Adopted Revenues 2008-09	-	Adopted Appropriations 2008-09	+	Transfers In	-	Transfers Out	+	Estimated Fund Balances June 30, 2009
General Fund	2,178,188		68,459,104		69,312,421		-		1,121,500		203,371
Traffic Congestion Relief	54,258		19,000		50,000		-		-		23,258
State Gas Tax	614,810		1,223,300		1,475,849		-		-		362,261
Storm Drain Improvement	21,064		42,000		53,000		-		-		10,064
Street Landscaping and Lighting	-		1,571,000		2,606,089		1,096,500		-		61,411
Local Transportation Tax	20,310		189,420		-		-		-		209,730
Proposition A	1,250,376		1,131,000		-		-		1,282,817		1,098,559
Proposition C	587,161		966,000		1,275,000		-		-		278,161
Transit	-		1,727,712		3,010,529		1,282,817		-		-
Air Quality Improvement	130,050		72,000		48,458		-		-		153,592
Intergovernmental Grants	-		2,286,679		2,286,679		-		-		-
South Bay Youth Project	-		-		-		-		-		-
Comm Develop Block Grant	42,000		439,725		481,725		-		-		-
Workforce Investment Act	-		-		-		-		-		-
Housing Authority	40,000		5,564,683		5,582,531		-		-		22,152
Parks and Recreation Facilities	34,000		30,000		50,000		-		-		14,000
Narcotic Forfeiture and Seizure	475,024		65,000		64,890		-		-		475,134
Subdivision Park Trust	-		150,000		65,000		-		-		85,000
Disaster Recovery	362,760		50,000		-		-		-		412,760
Capital Projects	4,101,868		908,000		3,423,516		-		-		1,586,352
Harbor Tidelands	10,291,130		6,006,975		5,602,121		-		-		10,695,984
Harbor Uplands	1,844,259		4,285,677		5,561,348		-		-		568,588
Solid Waste	562,376		3,084,639		3,463,521		-		-		183,494
Wastewater	4,551,203		2,385,991		3,604,353		-		-		3,332,841
Self-Insurance Program	13,091,532		4,057,781		3,478,768		-		-		13,670,545
Vehicle Replacement	4,844,593		3,321,911		2,566,599		-		-		5,599,905
Building Occupancy	115,095		2,572,263		2,560,250		25,000		-		152,108
Information Technology	85,790		2,538,663		2,592,937		-		-		31,516
Printing and Graphics	74,054		314,694		305,206		-		-		83,542
Emergency Communications	27,035		2,307,310		2,033,535		-		-		300,810
<b>Total Before Adjustments</b>	<b>45,398,936</b>		<b>115,770,527</b>		<b>121,554,325</b>		<b>2,404,317</b>		<b>2,404,317</b>		<b>39,615,138</b>
Less: Int Svc Fds/Overhead	-		20,660,284		20,660,284		-		-		-
<b>Total City</b>	<b>45,398,936</b>		<b>95,110,243</b>		<b>100,894,041</b>		<b>2,404,317</b>		<b>2,404,317</b>		<b>39,615,138</b>
Redevelopment Agency	26,241,102		7,516,325		7,276,638		-		-		26,480,789
<b>Grand Total</b>	<b>71,640,038</b>		<b>102,626,568</b>		<b>108,170,679</b>		<b>2,404,317</b>		<b>2,404,317</b>		<b>66,095,927</b>

- The 8.33% "minimum contingency reserve" set by the City council has already been removed from the beginning fund balance of the General Fund
- Beginning fund balances of the Harbor Tidelands and Harbor Uplands Funds exclude capital assets such as the pier and the parking structures.

SUMMARY OF ESTIMATED REVENUES & APPROPRIATIONS AND  
ESTIMATED CHANGES IN FUND BALANCES

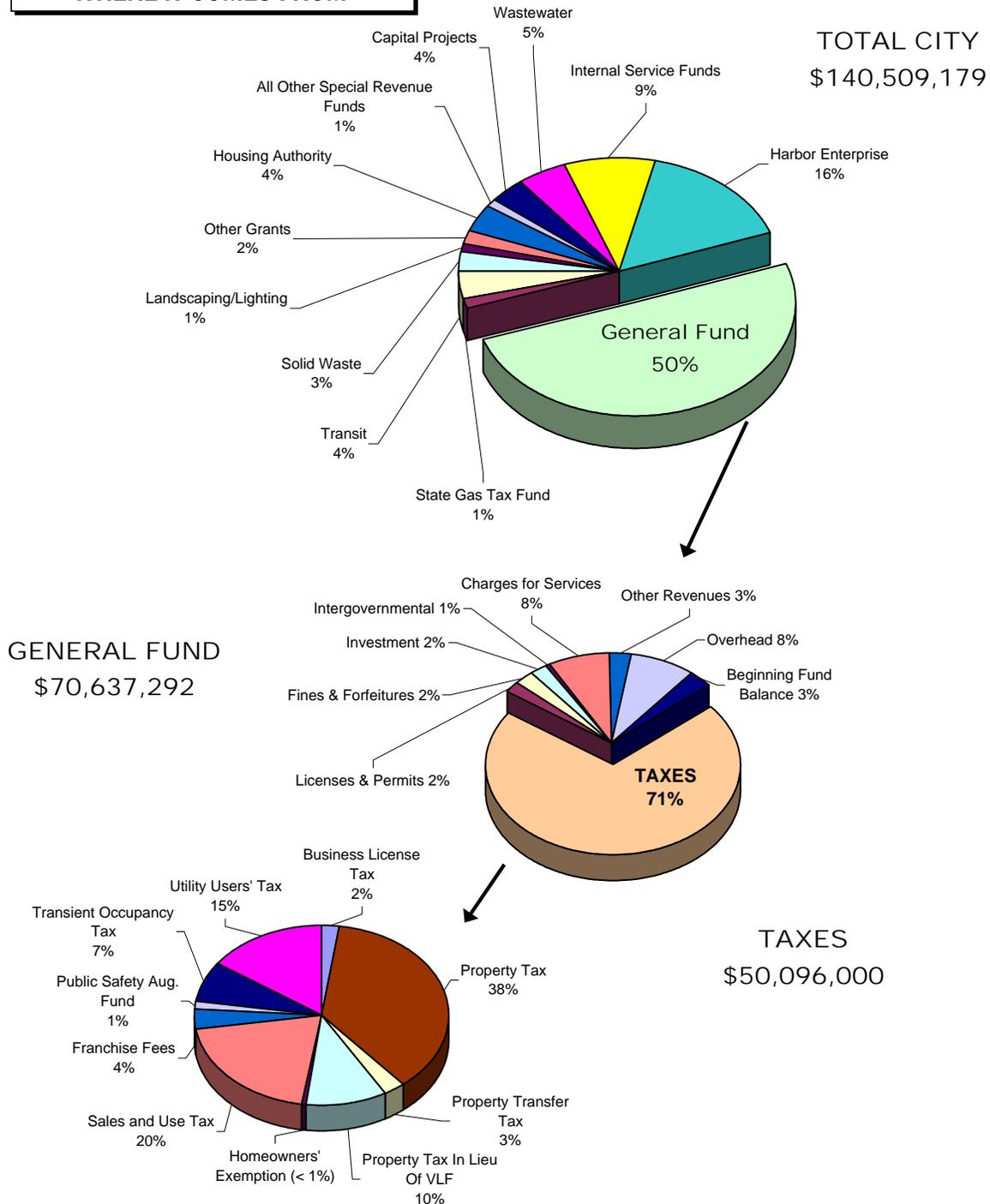
	RESOURCES											
	Estimated Fund Balances July 1, 2008	Taxes	License & Permits	Fines & Forfeitures	Investment	Intergovernmental	Charges for Services	Other Revenues	Total Adopted Revenues 2008-09	Available Resources	Transfers In	
	+	+	+	+	+	+	+	=	+	+		
General Fund	2,178,188	50,096,000	1,349,650	1,644,000	1,619,500	515,800	5,412,292	7,821,862	68,459,104	2,178,188	70,637,292	-
Traffic Congestion Relief	54,258	-	-	-	19,000	-	-	-	19,000	54,258	73,258	-
State Gas Tax	614,810	1,208,300	-	-	15,000	-	-	-	1,223,300	614,810	1,838,110	-
Storm Drain Improvement	21,064	-	-	-	-	-	42,000	-	42,000	21,064	63,064	-
Street Landscaping and Lighting	-	-	-	-	-	-	1,551,000	20,000	1,571,000	-	1,571,000	1,096,500
Local Transportation Tax	20,310	-	-	-	-	189,420	-	-	189,420	20,310	209,730	-
Proposition A	1,250,376	-	-	-	31,000	1,100,000	-	-	1,131,000	1,250,376	2,381,376	-
Proposition C	587,161	-	-	-	59,000	907,000	-	-	966,000	587,161	1,553,161	-
Transit	-	-	-	-	-	-	1,727,712	-	1,727,712	-	1,727,712	1,282,817
Air Quality Improvement	130,050	-	-	-	2,000	-	70,000	-	72,000	130,050	202,050	-
Intergovernmental Grants	-	-	-	-	-	2,286,679	-	-	2,286,679	-	2,286,679	-
South Bay Youth Project	-	-	-	-	-	-	-	-	-	-	-	-
Comm Develop Block Grant	42,000	-	-	-	-	409,725	-	30,000	439,725	42,000	481,725	-
Workforce Investment Act	-	-	-	-	-	-	-	-	-	-	-	-
Housing Authority	40,000	-	-	-	-	5,564,683	-	-	5,564,683	40,000	5,604,683	-
Parks and Recreation Facilities	34,000	30,000	-	-	-	-	-	-	30,000	34,000	64,000	-
Narcotic Forfeiture and Seizure	475,024	-	-	50,000	15,000	-	-	-	65,000	475,024	540,024	-
Subdivision Park Trust	-	-	-	-	-	-	-	150,000	150,000	-	150,000	-
Disaster Recovery	362,760	-	-	-	-	-	-	50,000	50,000	-	412,760	-
Capital Projects	4,101,868	-	-	-	-	-	-	908,000	908,000	4,101,868	5,009,868	-
Harbor Tidelands	10,291,130	-	-	-	412,000	-	1,125,234	4,469,741	6,006,975	10,291,130	16,298,105	-
Harbor Uplands	1,844,259	-	-	-	153,000	-	1,771,857	2,360,820	4,285,677	1,844,259	6,129,936	-
Solid Waste	562,376	-	12,000	-	-	36,000	2,916,639	120,000	3,084,639	562,376	3,647,015	-
Wastewater	4,551,203	-	-	-	1,000	-	2,369,990	15,001	2,385,991	4,551,203	6,937,194	-
Self-Insurance Program	13,091,532	-	-	-	-	-	4,057,781	-	4,057,781	13,091,532	17,149,313	-
Vehicle Replacement	4,844,593	-	-	-	-	-	3,231,911	90,000	3,321,911	4,844,593	8,166,504	-
Building Occupancy	115,095	-	-	-	-	-	2,572,263	-	2,572,263	115,095	2,687,358	25,000
Information Technology	85,790	-	-	-	-	-	2,538,663	-	2,538,663	85,790	2,624,453	-
Printing and Graphics	74,054	-	-	-	-	-	314,694	-	314,694	74,054	388,748	-
Emergency Communications	27,035	-	-	-	-	-	-	2,307,310	2,307,310	27,035	2,334,345	-
<b>Total Before Adjustments</b>	<b>45,398,936</b>	<b>51,334,300</b>	<b>1,361,650</b>	<b>1,694,000</b>	<b>2,326,500</b>	<b>11,009,307</b>	<b>29,702,036</b>	<b>18,342,734</b>	<b>115,770,527</b>	<b>45,036,176</b>	<b>161,169,463</b>	<b>2,404,317</b>
Less: Int Svc Funds/Overhead	-	-	-	-	-	-	20,660,284	-	20,660,284	-	20,660,284	-
<b>Total City</b>	<b>45,398,936</b>	<b>51,334,300</b>	<b>1,361,650</b>	<b>1,694,000</b>	<b>2,326,500</b>	<b>11,009,307</b>	<b>9,041,752</b>	<b>18,342,734</b>	<b>95,110,243</b>	<b>45,036,176</b>	<b>140,509,179</b>	<b>2,404,317</b>
<b>Redevelopment Agency</b>	<b>26,241,102</b>	<b>4,113,000</b>	<b>-</b>	<b>-</b>	<b>934,500</b>	<b>-</b>	<b>-</b>	<b>2,468,825</b>	<b>7,516,325</b>	<b>26,241,102</b>	<b>33,757,427</b>	<b>-</b>
<b>Grand Total</b>	<b>71,640,038</b>	<b>55,447,300</b>	<b>1,361,650</b>	<b>1,694,000</b>	<b>3,261,000</b>	<b>11,009,307</b>	<b>9,041,752</b>	<b>20,811,559</b>	<b>102,626,568</b>	<b>174,266,606</b>	<b>2,404,317</b>	<b>-</b>

SUMMARY OF ESTIMATED REVENUES & APPROPRIATIONS AND  
ESTIMATED CHANGES IN FUND BALANCES

REQUIREMENTS							Estimated Fund Balances June 30, 2009	
Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Capital Improvement	Expenditures	Transfers Out		
45,780,702	7,087,931	16,393,788	50,000	-	69,312,421	1,121,500	203,371	General Fund
-	-	-	-	50,000	50,000	-	23,258	Traffic Congestion Relief
629,685	342,370	503,794	-	-	1,475,849	-	362,261	State Gas Tax
-	-	-	-	53,000	53,000	-	10,064	Storm Drain Improvement
985,470	1,282,640	337,979	-	-	2,606,089	-	61,411	Street Landscaping and Lighting
-	-	-	-	-	-	-	209,730	Local Transportation Tax
-	-	-	-	-	-	1,282,817	1,098,559	Proposition A
-	-	-	-	1,275,000	1,275,000	-	278,161	Proposition C
304,656	2,428,880	276,993	-	-	3,010,529	-	-	Transit
15,976	28,650	3,832	-	-	48,458	-	153,592	Air Quality Improvement
269,169	48,840	-	-	1,968,670	2,286,679	-	-	Intergovernmental Grants
-	-	-	-	-	-	-	-	South Bay Youth Project
296,305	103,475	81,945	-	-	481,725	-	-	Comm Develop Block Grant
-	-	-	-	-	-	-	-	Workforce Investment Act
399,300	5,074,106	109,125	-	-	5,582,531	-	22,152	Housing Authority
-	-	-	-	50,000	50,000	-	14,000	Parks and Recreation Facilities
-	64,890	-	-	-	64,890	-	475,134	Narcotic Forfeiture and Seizure
-	-	-	-	65,000	65,000	-	85,000	Subdivision Park Trust
-	-	-	-	-	-	-	412,760	Disaster Recovery
118,325	-	-	-	3,305,191	3,423,516	-	1,586,352	Capital Projects
2,599,421	1,543,055	1,159,645	-	300,000	5,602,121	-	10,695,984	Harbor Tidelands
2,876,824	1,216,558	1,267,966	-	200,000	5,561,348	-	568,588	Harbor Uplands
540,149	2,641,378	281,994	-	-	3,463,521	-	183,494	Solid Waste
714,137	1,228,919	211,297	-	1,450,000	3,604,353	-	3,332,841	Wastewater
168,089	3,310,679	-	-	-	3,478,768	-	13,670,545	Self-Insurance Program
445,049	1,126,550	-	995,000	-	2,566,599	-	5,599,905	Vehicle Replacement
1,240,758	1,319,492	-	-	-	2,560,250	-	152,108	Building Occupancy
908,135	1,248,350	-	436,452	-	2,592,937	-	31,516	Information Technology
190,336	114,870	-	-	-	305,206	-	83,542	Printing and Graphics
1,916,852	116,683	-	-	-	2,033,535	-	300,810	Emergency Communications
<b>60,399,338</b>	<b>30,328,316</b>	<b>20,628,358</b>	<b>1,481,452</b>	<b>8,716,861</b>	<b>121,554,325</b>	<b>2,404,317</b>	<b>39,615,138</b>	<b>Total Before Adjustments</b>
31,926	-	20,628,358	-	-	20,660,284	-	-	Less: Int Svc Funds/Overhead
<b>60,367,412</b>	<b>30,328,316</b>	<b>-</b>	<b>1,481,452</b>	<b>8,716,861</b>	<b>100,894,041</b>	<b>2,404,317</b>	<b>39,615,138</b>	<b>Total City</b>
<b>715,140</b>	<b>6,333,911</b>	<b>227,587</b>	<b>-</b>	<b>-</b>	<b>7,276,638</b>	<b>-</b>	<b>26,480,789</b>	<b>Redevelopment Agency</b>
<b>61,082,552</b>	<b>36,662,227</b>	<b>227,587</b>	<b>1,481,452</b>	<b>8,716,861</b>	<b>108,170,679</b>	<b>2,404,317</b>	<b>66,095,927</b>	<b>Grand Total</b>

FISCAL YEAR 2008-2009

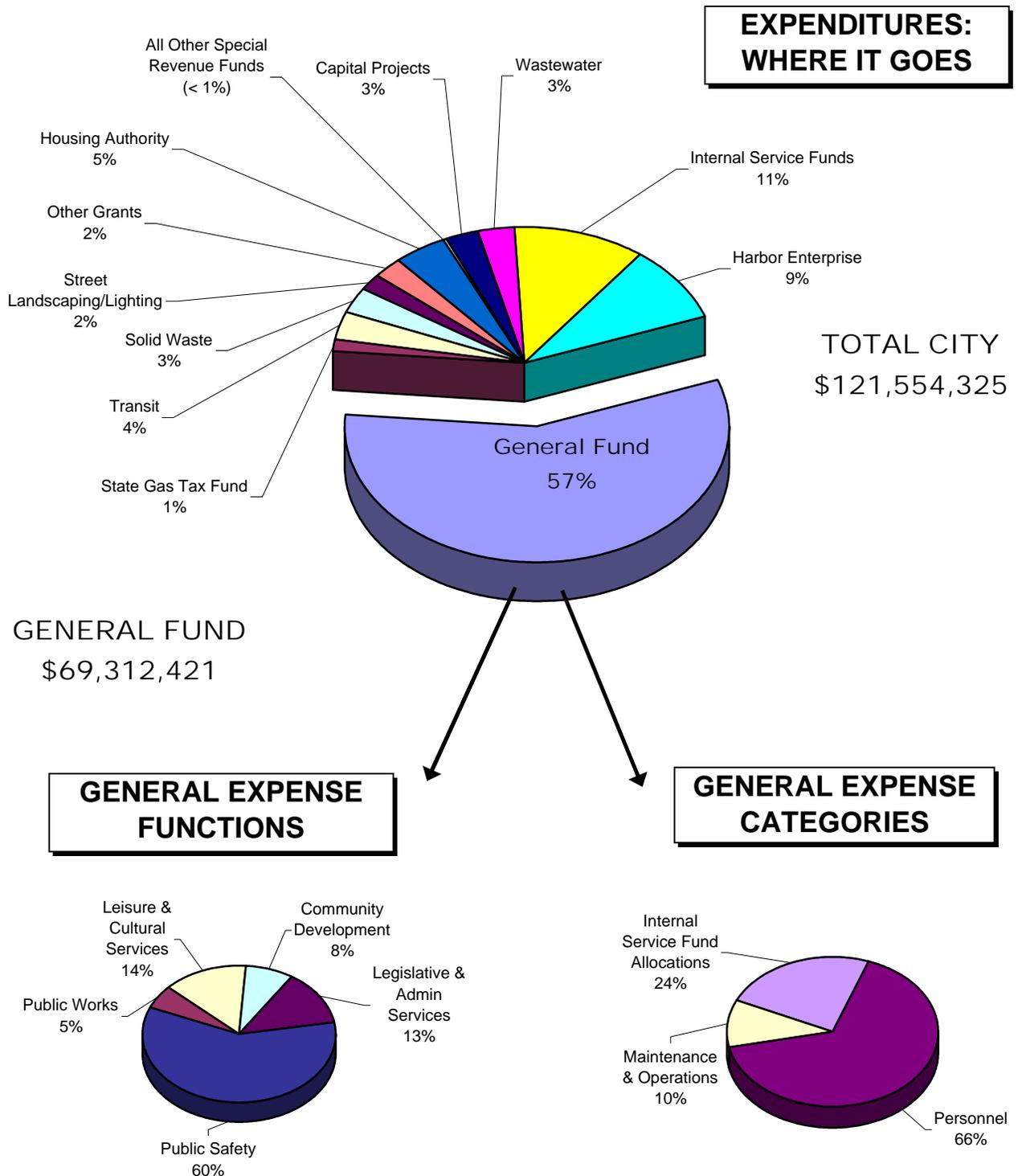
**AVAILABLE RESOURCES:  
WHERE IT COMES FROM**



Notes:

- 1) Available resources not only include the current year's estimated revenue, but also the financial resources on hand at the beginning of the fiscal year (beginning fund balance).
- 2) Excludes revenues of the Redevelopment Agency, Internal Service Funds and Transfers In.
- 3) Other Grants include CDBG and Intergovernmental Grants Funds.
- 4) Other Special Revenue Funds include Traffic Congestion Relief, Parks & Recreation Facilities, Narcotic Forfeiture & Seizure, Local Transportation Tax, Air Quality Improvement, Subdivision Park Trust, Disaster Recovery and Storm Drain Improvement Funds.
- 5) Transit includes Prop. A, Prop. C & Transit Funds.

FISCAL YEAR 2008-2009



Notes:

- 1) Excludes expenditures of the Redevelopment Agency, Internal Service Funds and Transfers Out.
- 2) Other Grants include CDBG and Intergovernmental Grants Funds.
- 3) All Other Special Revenue Funds include Traffic Congestion Relief, Storm Drain Improvement, Local Transportation Tax, Air Quality Improvement, Parks and Recreation Facilities, Narcotic Forfeiture and Seizure, and Subdivision Park Trust Funds.
- 4) Transit includes Proposition C and Transit Funds.

**SCHEDULE OF INTERFUND TRANSFERS**  
**FISCAL YEAR 2008-2009**

<i>Fund</i>	Transfer In	Transfer Out
General Fund	-	1,121,500
Street Landscaping and Lighting Fund	1,096,500	-
Proposition A Fund	-	1,282,817
Transit Fund	1,282,817	-
Building Occupancy Fund	25,000	-
<b>TOTAL</b>	<b>\$ 2,404,317</b>	<b>\$ 2,404,317</b>

**Note:**

- Transfers from the General Fund to the Street Landscaping and Lighting and Building Occupancy Funds will provide necessary support for their FY 2008-09 operations.
- Transfers from the Proposition A Fund to the Transit Fund cover appropriations reflected under the Transit Fund operating expenditures.

**HARBOR TIDELANDS FINANCIAL SUMMARY**  
**FISCAL YEAR 2008-2009**

<i>Funding</i>		<i>Expenditures</i>	
Estimated Beginning Fund Balance	10,291,130	Personnel	2,599,421
Less Capital Asssets *	(18,473,823)	Maintenance & Operations	1,543,055
Rents and Percentages	4,280,111	Internal Service Fund Allocations	1,159,645
Seaside Lagoon	370,500	Capital Improvement Projects	300,000
Parking Structure #1	440,500		
Fisherman's Wharf San District	117,434		
PFA/Kincaid's	182,800		
Miscellaneous Revenue	203,630		
Investment Earnings	412,000		
<b>Total Funding</b>	<b>(2,175,718)</b>	<b>Total Expenditures</b>	<b>5,602,121</b>
<b>Excess (Deficit) = (\$7,777,839)</b>			

\* Per Comprehensive Annual Financial Report (CAFR) for the year ending June 30, 2007

**Policies**

- The Harbor Tidelands Fund will be operated by all relevant departments with complete adherence to the City's Municipal Code, Tidelands Trust Agreement with the State of California, and all applicable laws.
- The Harbor Tidelands Fund activities will adhere to the City's Statements of Financial Principles.
- Tidelands revenues will be utilized to benefit, repair and improve Tidelands property and facilities.
- Rental from businesses within the Tidelands area will be audited as feasible.

**HARBOR UPLANDS FINANCIAL SUMMARY**  
**FISCAL YEAR 2008-2009**

<i>Funding</i>		<i>Expenditures</i>	
Estimated Beginning Fund Balance	1,844,259	Personnel	2,876,824
Less: Capital Assets *	(13,983,668)	Maintenance & Operations	1,216,558
Fisherman's Wharf San District	170,607	Internal Service Fund Allocations	1,267,966
Storage Fees	45,000	Capital Improvement Projects	200,000
Parking Meter Lot 13	65,000		
Parking Structure #2	1,490,000		
Rents and Percentages	2,359,820		
Investment Earnings	153,000		
Miscellaneous Revenue	2,250		
<b>Total Funding</b>	<b>(7,853,732)</b>	<b>Total Expenditures</b>	<b>5,561,348</b>

**Excess (Deficit) = (\$13,415,080)**

\* Per Comprehensive Annual Financial Report (CAFR) for the year ending June 30, 2007

**Policies**

- The Harbor Uplands Fund will be operated by all relevant departments with complete adherence to the City's Municipal Code and all other applicable laws.
- The Harbor Uplands Fund activities will adhere to the City's Statements of Financial Principles.
- Uplands revenues will be utilized to benefit, repair and improve Uplands property and facilities.
- Rental from businesses within the Uplands area will be audited as feasible.

**SOLID WASTE FINANCIAL SUMMARY**  
FISCAL YEAR 2008-2009

<i>Funding</i>		<i>Expenditures</i>	
Estimated Beginning Fund Balance	562,376	Personnel - Solid Waste	401,905
Rubbish Fees - Residential	1,837,622	Maintenance and Operations - Solid Waste	2,630,218
Household Haz Waste Collection	248,000	Internal Service Fund Alloc - Solid Waste	205,530
Hazardous Disclosure	31,000		
Residential Recycling Surcharge	369,777	Personnel - Hazardous Materials	138,244
AB939 Fee	182,000	Maintenance and Operations - Hazardous Materials	11,160
Waste Management Plan Fee	7,000	Internal Service Fund Alloc - Hazardous Materials	76,464
Solid Waste Admin Fee	189,000		
Recycling Grants	36,000	30 Day Emergency Operational Reserve *	70,000
Other Solid Waste Revenue	184,240	Regulatory Changes Reserve **	50,000
<b>Total Funding</b>	<b>3,647,015</b>	<b>Total Expenditures</b>	<b>3,583,521</b>

**Excess (Deficit) = \$63,494**

\* Reserve needed to provide additional funds to pay a contractor to perform the refuse collection services in case of an emergency and the Contractor is unable to perform the services for an extended period of time.

\*\* Reserve needed to provide for regulatory changes or settlements.

Solid Waste Policies

- Staff will perform an annual review of the Solid Waste Fund balance to determine if a refuse rate adjustment is warranted, either as an increase or decrease depending on fund status.
- Reserves will be established to provide for emergency funding and regulatory changes or settlements.

**WASTEWATER FINANCIAL SUMMARY**  
**FISCAL YEAR 2008-2009**

<i>Funding</i>		<i>Expenditures</i>	
Estimated Beginning Fund Balance	4,551,203	Personnel	714,137
Sewer User Fee	2,256,990	Maintenance & Operations	1,228,919
Wastewater Capital Facility Fee	70,000	Internal Service Fund Allocations	211,297
Inspection Revenue	43,000	Capital Improvement Projects	1,450,000
Other Revenue	16,001		
<b>Total Funding</b>	<b>6,937,194</b>	<b>Total Expenditures</b>	<b>3,604,353</b>
<b>Excess (Deficit) = \$3,332,841</b>			

Wastewater Policies

- Wastewater funds will be programmed to fully support the Wastewater system's maintenance and operations, including debt service requirements, current and future capital needs, costs of personnel and contracts, materials and supplies, equipment maintenance and operations and capital outlays.
- Wastewater funds will be programmed consistent with the guidelines and requirements of the City of Redondo Beach Wastewater System Financing Project bond documents.
- Wastewater funds will be used in accordance with all applicable fiscal policies/laws of the City, the State and its agencies, and the Federal government.

**STREET LANDSCAPING AND LIGHTING FINANCIAL SUMMARY**  
**FISCAL YEAR 2008-2009**

<i>Funding</i>		<i>Expenditures</i>	
Estimated Beginning Fund Balance	-	Personnel	985,470
Assessment Fee	1,533,000	Maintenance & Operations	1,282,640
Public Service Fee - Lighting	18,000	Internal Service Fund Allocations	337,979
Adopt-A-Median Program	20,000		
Transfer from General Fund	1,096,500		
<b>Total Funding</b>	<b>2,667,500</b>	<b>Total Expenditures</b>	<b>2,606,089</b>

**Excess (Deficit) = \$61,411**

**COMMUNITY DEVELOPMENT BLOCK GRANT FINANCIAL SUMMARY**  
**FISCAL YEAR 2008-2009**

<i>Funding</i>		<i>Expenditures</i>	
Estimated Beginning Fund Balance	42,000	Personnel	296,305
Grant (Administration) Revenue	81,945	Maintenance & Operations	103,475
Grant (Program) Revenue	327,780	Internal Service Fund Allocations	81,945
Program (Loan Repayment) Revenue	30,000		
<b>Total Funding</b>	<b>481,725</b>	<b>Total Expenditures</b>	<b>481,725</b>

**Excess (Deficit) = \$0**

---

**HOUSING AUTHORITY FINANCIAL SUMMARY**  
**FISCAL YEAR 2008-2009**

---

<i>Funding</i>		<i>Expenditures</i>	
<u>Estimated Beginning Fund Balance</u>	<u>40,000</u>	<u>Personnel</u>	<u>399,300</u>
<u>Grant (Admin) Revenue</u>	<u>524,745</u>	<u>Maintenance &amp; Operations</u>	<u>39,168</u>
<u>Grant (Program) Revenue</u>	<u>5,034,938</u>	<u>Internal Service Fund Allocations</u>	<u>109,125</u>
<u>Grant (Program - Related Earnings)</u>	<u>5,000</u>	<u>Program Expenditures</u>	<u>5,034,938</u>
<u>Total Funding</u>	<u>5,604,683</u>	<u>Total Expenditures</u>	<u>5,582,531</u>
<b>Excess (Deficit) = \$22,152</b>			

---

**SEASIDE LAGOON FINANCIAL SUMMARY**  
FISCAL YEAR 2008-2009

<i>Funding</i>		<i>Expenditures</i>	
Entrance Fees	370,000	Personnel	415,025
Donations	500	Maintenance & Operations	100,670
		Internal Service Fund Allocations	81,113
<b>Total Funding</b>	<b>370,500</b>	<b>Total Expenditures</b>	<b>596,808</b>

**Excess (Deficit) = (\$226,308)**

- Seaside Lagoon is subsidized by the Harbor Tidelands Fund.

**REDONDO BEACH PERFORMING ARTS CENTER FINANCIAL SUMMARY**  
FISCAL YEAR 2008-2009

<i>Funding</i>		<i>Expenditures</i>	
Rents & Percentages	332,000	Personnel	507,684
Other Fees	292,822	Maintenance & Operations	91,180
		Internal Service Fund Allocations	512,787
		Capital Outlay	50,000
<b>Total Funding</b>	<b>624,822</b>	<b>Total Expenditures</b>	<b>1,161,651</b>
<b>Excess (Deficit) = (\$536,829)</b>			

- The RBPAC is subsidized by the General Fund.

---

**BREAKWATER CAMP FINANCIAL SUMMARY**  
**FISCAL YEAR 2008-2009**

---

<i>Funding</i>		<i>Expenditures</i>	
<u>Camp Registration Fees</u>	<u>74,200</u>	<u>Personnel</u>	<u>41,778</u>
		<u>Maintenance &amp; Operations</u>	<u>40,440</u>
<u>Total Funding</u>	<u>74,200</u>	<u>Total Expenditures</u>	<u>82,218</u>
<hr/>			
<b>Excess (Deficit) = (\$8,018)</b>			

- Assumes decreased registrations and reduced revenue.

**BEACH CITIES TRANSIT FINANCIAL SUMMARY**  
FISCAL YEAR 2008-2009

<i>Funding</i>		<i>Expenditures</i>	
BCT Fares	253,350	Personnel	202,390 <sup>1</sup>
BCT Bus Pass Sales	78,500	Materials, Supplies, Eq. Maint. & Operation	406,636 <sup>2</sup>
TDA Article 4	528,539	Contracts & Services	1,554,810 <sup>3</sup>
State Transit Assistance	198,200	Vehicle ISF (Capital Outlay)	51,327 <sup>4</sup>
Proposition A Local Return	449,590	Overhead	28,396 <sup>4</sup>
Proposition A Discretionary	594,186	Other Internal Service Funds (ISF)	44,570 <sup>5</sup>
Proposition C Discretionary	18,760		
Proposition C Overcrowding	3,333		
Proposition C Security	15,313		
MOSIP	95,696		
Subregional Incentive Fund	52,662		
<b>Total Funding</b>	<b>2,288,129</b>	<b>Total Expenditures</b>	<b>2,288,129</b>

**Excess (Deficit) = \$0**

The Financial Summary above is specific to revenues and expenditures for Beach Cities Transit fixed-route and senior/disabled operation only. The Financial Summary does not include other programs and services administered by the Transit Division.

<sup>1</sup> Includes 80% of Transit Administration expenditures allocated under the Personnel line item.

<sup>2</sup> Includes 80% of Transit Administration expenditures allocated under the Materials, Supplies, Equipment Maintenance and Operations line item.

<sup>3</sup> Includes 80% of Transit Administration expenditures allocated under the Contracts and Professional Services line item.

<sup>4</sup> Includes 80% of Transit Administration expenditures allocated under the Overhead line item.

<sup>5</sup> Includes 80% of Transit Administration expenditures allocated under the Other Internal Service Funds line item.

The Requested Budget Financial Summary includes the additional costs associated with the two additional fixed-routes.

Transit Policies

- The Transit function will be operated consistent with the policies, regulations and/or laws set forth by the State, Federal and Countywide entities that regulate or provide revenue for its operation.
- Transit functions will adhere to all Enterprise function policies set forth in the City's Statement of Financial Principles.
- Revenues generated from operations will be used to offset ongoing costs.
- Current and future financial planning will include measures to fund ongoing operations, provide capital reserves and provide matching funds for Federal and State grant programs.
- The transit function will comply with all applicable auditing provisions and regulations, including those from external agencies and those internal to the City.

HARBOR PARKING STRUCTURES FINANCIAL SUMMARY  
FISCAL YEAR 2008-2009

<i>Funding</i>		<i>Expenditures</i>	
Parking Revenues	\$ 1,930,000	Personnel	\$ 255,501
Leasehold Rental Revenue*	457,000	Private Operator Contract	515,000
		Other Maint & Operations/Internal Svc Fund Allocations	
		Overhead	97,380
		Harbor Administration	20,000
		Capital Projects (annual)	150,000
		Insurance	293,743
		Parking Consultant	15,000
<b>Total Funding</b>	<b>\$ 2,387,000</b>	<b>Total Expenditures</b>	<b>\$ 1,346,624</b>
<b>Excess (Deficit) = \$1,040,376</b>			

\* Rental revenue generated by leaseholds that occupy space within parking structure property (Quality Seafood, Pier Plaza Investments and Fisherman's Cove)

**Policies**

- The Harbor parking structures will be operated by all relevant departments with complete adherence to the City's Municipal Code, Tidelands Trust Agreement with the State of California, and all other applicable laws.
- The parking structures will be viewed as a discrete business unit of the Harbor Enterprise area generating parking revenue to pay for costs of personnel and contracts, materials and supplies, equipment, maintenance and operations, capital outlay, capital and facilities replacements and debt service. Only parking revenues in excess of annual costs and replacement reserves will be available to fund other operations and capital projects within the Tidelands or Uplands areas as appropriate.
- Parking structures will be managed in accordance with the parking management contract and in accordance with Generally Accepted Governmental Accounting Standards. Audits will be performed periodically to ensure compliance with applicable accounting, contract and security standards.
- Parking rates for the structures are reviewed every 3-5 years or more frequently, if necessary, for possible adjustment to reflect market conditions and/or financial situation of the parking structures business unit and Harbor Uplands and Tidelands funds. A review of rates was initiated in Spring 2008.
- The annual budget for the parking structures will include appropriations for preventative maintenance as well as replacement of capital components to extend the lives of the structures. An annual allocation will be made from the parking structures revenue into a capital improvement project fund (once established) for the eventual replacement of the structures at the end of their facility life cycle, or should complete replacement of the structures become necessary sooner than projected, the allocation would be used for debt service on new structures.

---

FARMERS' MARKET FINANCIAL SUMMARY  
FISCAL YEAR 2008-2009

---

<i>Funding</i>		<i>Expenditures</i>	
Vendors' Fees	\$ 38,000	Personnel	\$ 27,000
		Maintenance & Operations	10,900
<b>Total Funding</b>	<b>\$ 38,000</b>	<b>Total Expenditures</b>	<b>\$ 37,900</b>
<hr/> <b>Excess (Deficit) = \$100</b> <hr/>			

---

COMMUNITY EMERGENCY RESPONSE TEAM (CERT) FINANCIAL SUMMARY  
FISCAL YEAR 2008-2009

---

<i>Funding</i>		<i>Expenditures</i>	
CERT Revenues	\$ 2,000	Personnel (Overtime)	\$ 20,000
		Maintenance & Operations	7,470
<b>Total Funding</b>	<b>\$ 2,000</b>	<b>Total Expenditures</b>	<b>\$ 27,470</b>
<hr/> <b>Excess (Deficit) = (\$25,470)</b> <hr/>			

**Policies**

- 3 CERT Academies per year
- Maximum of 35 participants per class
- \$40 fee per person

---

**GENERAL FUND FIVE-YEAR FINANCIAL PLAN  
2008-09 THROUGH 2012-13**

---

The purpose of the *General Fund Five-Year Financial Plan* for the City of Redondo Beach is to ensure our continued success as a community and to ensure a quality of life for our residents by preserving the fiscal integrity of the General Fund.

This document is not a strategic plan or a future budget. Rather, it represents fiscal possibilities for the next five years relative to the policies, programs, goals, and objectives of the City of Redondo Beach. The document is designed to address such issues as what direction the City is going and what it will cost to get there. As such, the *General Fund Five-Year Financial Plan* attempts to project General Fund revenues and expenditures in probable case, best case, and worst case scenarios. Additionally, this document identifies scenarios to assist the City Council in addressing significant fiscal issues.

The *General Fund Five-Year Financial Plan* will continue to be utilized as a dynamic tool which will provide the City Council, community members and staff a better understanding of City resources and service decisions that may be required for the future.

FINANCIAL HIGHLIGHTS - GENERAL FUND  
Probable Case Scenario Projections

<i>Probable</i>	2008/09 Adopted Budget	2009/10 Forecast	2010/11 Forecast	2011/12 Forecast	2012/13 Forecast
<b>General Fund</b>					
<i>Revenues</i>					
Property Tax	\$ 18,315,000	\$ 19,047,600	\$ 19,809,504	\$ 20,601,884	\$ 21,425,960
Sales Tax	10,078,000	10,380,340	10,691,750	11,012,503	11,342,878
Utility Users Tax	7,675,000	7,828,500	7,985,070	8,144,771	8,307,667
Motor Vehicle in Lieu	5,205,000	5,413,200	5,629,728	5,854,917	6,089,114
Transient Occupancy Tax	3,630,000	3,738,900	3,851,067	3,966,599	4,085,597
Property Transfer Tax	1,378,000	1,378,000	1,446,900	1,519,245	1,595,207
Franchise Fees	1,846,000	1,919,840	1,996,634	2,076,499	2,159,559
Construction & Excavation Fees	1,084,000	1,029,800	1,081,290	1,135,355	1,192,122
Business License Tax	1,180,000	1,180,000	1,180,000	1,180,000	1,180,000
Investment Earnings	1,619,500	1,700,475	1,785,499	1,874,774	1,968,512
Other	16,448,604	16,448,604	16,448,604	16,448,604	16,448,604
<b>Total Revenues</b>	<b>\$ 68,459,104</b>	<b>\$ 70,065,259</b>	<b>\$ 71,906,046</b>	<b>\$ 73,815,151</b>	<b>\$ 75,795,220</b>
<i>Expenditures</i>					
Personnel	\$ 45,780,702	\$ 46,757,494	\$ 48,614,487	\$ 50,576,817	\$ 52,651,956
Maintenance & Operations	7,087,931	7,300,569	7,519,586	7,745,174	7,977,529
Internal Service Fund Allocations	16,393,788	16,781,309	17,225,150	17,685,471	18,162,911
Capital Outlay	50,000	150,000	153,000	156,060	159,181
<b>Total Expenditures</b>	<b>\$ 69,312,421</b>	<b>\$ 70,989,372</b>	<b>\$ 73,512,223</b>	<b>\$ 76,163,522</b>	<b>\$ 78,951,577</b>
<b>Preliminary Excess (Deficit)</b>	<b>\$ (853,317)</b>	<b>\$ (924,113)</b>	<b>\$ (1,606,177)</b>	<b>\$ (2,348,371)</b>	<b>\$ (3,156,357)</b>
<b>Fiscal Issues:</b>					
Maintain Contingency Reserve	\$ 213,061	\$ 139,690	\$ 210,153	\$ 220,853	\$ 232,245
Capital Improvement Projects	-	-	-	-	-
Reduce Supplies and Services	(1,066,378)	(1,063,803)	(1,816,330)	(2,569,224)	(3,388,602)
<b>Final Excess (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

FINANCIAL HIGHLIGHTS - GENERAL FUND  
Best Case Scenario Projections

<i>Best</i>	2008/09 Adopted Budget	2009/10 Forecast	2010/11 Forecast	2011/12 Forecast	2012/13 Forecast
<b>General Fund</b>					
<i>Revenues</i>					
Property Tax	\$ 18,315,000	\$ 19,597,050	\$ 20,968,844	\$ 22,436,663	\$ 24,007,229
Sales Tax	10,078,000	10,481,120	10,900,365	11,336,379	11,789,835
Utility Users Tax	7,675,000	8,058,750	8,461,688	8,884,772	9,329,010
Motor Vehicle in Lieu	5,205,000	5,517,300	5,848,338	6,199,238	6,571,193
Transient Occupancy tax	3,630,000	3,847,800	4,078,668	4,323,388	4,582,791
Property Transfer Tax	1,378,000	1,378,000	1,515,800	1,667,380	1,834,118
Franchise Fees	1,846,000	1,993,680	2,153,174	2,325,428	2,511,463
Construction & Excavation Fees	1,084,000	1,084,000	1,138,200	1,195,110	1,254,866
Business License Tax	1,180,000	1,239,000	1,300,950	1,365,998	1,434,297
Investment Earnings	1,619,500	1,781,450	1,959,595	2,155,555	2,371,110
Other	16,448,604	17,271,034	18,134,586	19,041,315	19,993,381
<b>Total Revenues</b>	<b>\$ 68,459,104</b>	<b>\$ 72,249,184</b>	<b>\$ 76,460,207</b>	<b>\$ 80,931,226</b>	<b>\$ 85,679,292</b>
<i>Expenditures</i>					
Personnel	45,780,702	\$ 46,758,462	\$ 48,253,496	\$ 49,682,053	\$ 51,170,774
Maintenance & Operations	7,087,931	7,087,931	7,087,931	7,087,931	7,087,931
Internal Service Fund Allocations	16,393,788	17,301,910	18,310,907	19,382,226	20,519,954
Capital Outlay	50,000	150,000	150,000	150,000	150,000
<b>Total Expenditures</b>	<b>\$ 69,312,421</b>	<b>\$ 71,298,303</b>	<b>\$ 73,802,335</b>	<b>\$ 76,302,210</b>	<b>\$ 78,928,659</b>
<b>Preliminary Excess (Deficit)</b>	<b>\$ (853,317)</b>	<b>\$ 950,881</b>	<b>\$ 2,657,872</b>	<b>\$ 4,629,016</b>	<b>\$ 6,750,633</b>
<b>Fiscal Issues:</b>					
Maintain Contingency Reserve	\$ 213,061	\$ 165,424	\$ 208,586	\$ 208,240	\$ 218,783
Capital Improvement Projects	-	785,457	2,449,286	4,420,776	6,531,850
Reduce Supplies and Services	(1,066,378)	-	-	-	-
<b>Final Excess (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

FINANCIAL HIGHLIGHTS - GENERAL FUND  
Worst Case Scenario Projections

<i>Worst</i>	2008/09 Adopted Budget	2009/10 Forecast	2010/11 Forecast	2011/12 Forecast	2012/13 Forecast
<b>General Fund</b>					
<i>Revenues</i>					
Property Tax	\$ 18,315,000	\$ 18,681,300	\$ 19,054,926	\$ 19,436,025	\$ 19,824,745
Sales Tax	10,078,000	10,078,000	10,078,000	10,078,000	10,078,000
Utility Users Tax	7,675,000	5,675,000	5,675,000	5,675,000	5,675,000
Motor Vehicle in Lieu	5,205,000	5,643,000	5,715,792	5,794,047	5,877,472
Transient Occupancy tax	3,630,000	3,630,000	3,630,000	3,630,000	3,630,000
Property Transfer Tax	1,378,000	1,240,200	1,240,200	1,240,200	1,240,200
Franchise Fees	1,846,000	1,753,700	1,666,015	1,582,714	1,503,579
Construction & Excavation Fees	1,084,000	975,600	975,600	1,024,380	1,075,599
Business License Tax	1,180,000	1,144,600	1,110,262	1,076,954	1,044,646
Investment Earnings	1,619,500	1,457,550	1,311,795	1,180,616	1,062,554
Other	16,448,604	14,803,744	13,323,369	11,991,032	10,791,929
<b>Total Revenues</b>	<b>\$ 68,459,104</b>	<b>\$ 65,082,694</b>	<b>\$ 63,780,959</b>	<b>\$ 62,708,967</b>	<b>\$ 61,803,724</b>
<i>Expenditures</i>					
Personnel	45,780,702	\$ 47,916,251	\$ 50,591,815	\$ 53,250,343	\$ 56,097,824
Maintenance & Operations	7,087,931	7,300,569	7,519,586	7,745,174	7,977,529
Internal Service Fund Allocations	16,393,788	17,226,702	18,116,618	19,006,388	20,088,286
Capital Outlay	50,000	230,000	230,000	230,000	230,000
<b>Total Expenditures</b>	<b>\$ 69,312,421</b>	<b>\$ 72,673,523</b>	<b>\$ 76,458,020</b>	<b>\$ 80,231,905</b>	<b>\$ 84,393,638</b>
<b>Preliminary Excess (Deficit)</b>	<b>\$ (853,317)</b>	<b>\$ (7,590,829)</b>	<b>\$ (12,677,061)</b>	<b>\$ (17,522,938)</b>	<b>\$ (22,589,915)</b>
<b>Fiscal Issues:</b>					
Maintain Contingency Reserve	\$ 213,061	\$ 279,980	\$ 315,249	\$ 314,365	\$ 346,672
Capital Improvement Projects	-	-	-	-	-
Reduce Supplies and Services	(1,066,378)	(7,870,809)	(12,992,310)	(17,837,303)	(22,936,587)
<b>Final Excess (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# REVENUES



## OVERVIEW OF ESTIMATED REVENUES

**Background:** Staff members from several departments worked in concert with Financial Services staff to develop revenue projections for the coming fiscal year. The projections reflect a somewhat conservative, yet consistent approach with both established budget practices and financial principles. Staff considered the qualitative and quantitative methods of forecasting and used techniques such as trend analysis, economic indicators, consultant advice, and professional judgment to arrive at a consensus as to forecasted operating revenue. Revenue forecasting is one of the most challenging aspects in the budget process, as many unknown variables, including economic changes over which the City has no control, affect the ultimate amount of monies going into the City's coffers. These variables also include the impact of fluctuations in the local, regional, statewide, and national economy; consumer habits and demands; and the fiscal impacts of legislative changes.

### GENERAL FUND

General Fund revenue from outside sources for FY 2008-09 is estimated at \$62,608,672 which represents an increase of \$942,013 or 1.5% over the FY 2007-08 midyear amount. Significant operating revenue sources include: Taxes are projected to increase slightly by 1.1% and are further detailed below; Licenses and Permits are projected to decrease by 8.2% due to declining construction-related activities, which are slightly offset by fee increases adopted in FY 2007-08; Fines & Forfeitures are projected to decrease by 3.9% due to a projected decrease in restitution revenue due to fewer cases. Investment revenue is projected to decrease 11.1% due to decreasing yields; Intergovernmental revenues are projected to decrease by 27.3% due to SB90 State mandated cost reimbursement being in danger because of the State's budgetary problems; Charges for Services are projected to increase by 7.7% due to fee increases adopted in FY 2007-08, which are partially offset by a slowing housing market; and Other Revenues reflect an increase of \$587,899 from the prior year, due to reimbursement of the debt payment regarding the Redevelopment Agency Bond.

Overhead, which became a new revenue category in FY 2004-05, is derived from sources internal to the City. The FY 2008-09 amount of \$5,850,432 reflects the total overhead charges to departmental budgets (to best reflect each department's true operating costs) and the corresponding revenue is included in the General Fund. Overhead decreased by 7.4% or \$464,318 from prior year.

Highlights of significant FY 2008-09 operating revenues compared to the FY 2007-08 midyear amounts, unless otherwise indicated, follow:

Property Tax revenue for FY 2008-09 is projected to increase by \$989,000, or 5.7%, to \$18,315,000, excluding property tax in lieu of VLF and homeowners' exemptions. Property tax revenue continues to increase, however slowly, due to moderated levels of real estate sales and Proposition 13 valuation growth. Property tax revenue is the City's number one source of operating revenue.

Property Transfer Tax revenue for FY 2008-09 is projected at \$1,378,000, reflecting a decrease of \$202,000, or 12.8%. Extraordinary strength in the local real estate market over the past few years has moderated. The anticipated slowdown of real estate exchange activity has reduced the projected performance of this cyclical revenue source. Coupled with a diminishment in the level of projected recoveries from the County of misallocated documentary transfer taxes, the overall projected performance of property transfer tax revenue has been conservatively, yet prudently, reduced for FY 2008-09. As with all key operating revenue sources, trends with respect to this revenue source will be closely monitored and revised, if necessary, at the midyear fiscal review.

Sales and Use Tax revenue is projected to decline slightly by \$196,000, or 1.9%, to \$10,078,000. This projection is conservatively based on analysis of current trends, including annual adjustments to the State "triple flip" sales tax apportionment, receipts from our largest sales tax sources, stable levels of consumer disposable income, heightened regional sales tax competition and moderating consumer confidence.

Transient Occupancy Tax (TOT) revenue is projected to decrease by 4.1% or \$156,000, to \$3,630,000. The benefit of enhanced marketing efforts, community desirability, improved occupancy, room rental rates, and a weak dollar are anticipated to be offset by a sluggish economy and rising gas prices. Annually, ten percent of the City's TOT revenues, or \$363,000 projected for FY 2008-09, is dedicated to funding tourism promotional and service activities of the Redondo Beach Visitors' Bureau.

Utility Users' Tax (UUT) revenue is projected to moderately decrease by \$125,000, or 1.6%, to \$7,675,000. The one-time impact of a FY 2008-09 withdrawal of UUT for Williams Energy from the UUT payer base due to an adverse litigation ruling accounts for \$115,000 of the decrease. This estimate is based upon analysis of the projected performance from each of the categorical components of the City's UUT tax base, including electricity, natural gas, telecommunications, water, and cable television. UUT on electricity services represents \$3.19 million, or 42% of this revenue source; while \$2.64 million or 34% is provided from the UUT on telecommunications services, which includes both wired and wireless services. Competition among utility providers and growth in the overall demand for utilities services will continue to gradually increase the level of UUT revenue provided to support the provision of essential City operational services. This somewhat optimistic view of UUT revenue is offset, however with litigation and legislation relating to the evolving telecommunications industry challenging the future viability of telecommunications based UUT resources. The City continues its proactive efforts addressing the challenges impacting this key tax-based operating revenue source.

Franchise Fees are projected to increase by \$33,000, or 1.8%, to \$1,846,000 for FY 2008-09. Components of franchise fee revenue include Time Warner cable television operations, Southern California Edison electricity franchise, Southern California Gas operations, Verizon, and taxicab franchise operations. With the exception of revenues from Southern California Gas, revenues from franchise fees reflect moderate increases, which is in line with growth in local operations. Cable television franchise revenue represents 40% of the overall franchise fee revenue estimate for FY 2008-09, while projected revenue from the electricity franchise represents 21%. The franchise revenue generated from the sale and transport of natural gas utilized to power the local AES Power Plant represents 35% of the total franchise fee estimate. Cyclical uncertainties of the deregulated energy environment and their impact upon the productive utilization rate of the AES Power Plant require a conservative estimate from this revenue source.

Investment Earnings for the General Fund for FY 2008-09 are projected to moderately decrease, by \$202,500, or 11.1%, to \$1,619,500. This decline is attributable to lower rates within the investment marketplace. The three major components of the portfolio are: liquid investments with the State Local Agency Investment Fund, and both Federal Agency and high-grade corporate Medium-Term Note Investments structured with a 1 to 5 year investment maturity matrix. Enhanced cash management activities, coupled with the City's continued participation in the California Statewide Communities Tax and Revenue Anticipation Note (TRAN) program, serve as core elements of the City Treasurer's comprehensive cash management program. In addition, implementation of a strategically focused capital improvement program (CIP) cash management plan will serve to enhance investment returns from CIP funding sources, while ensuring CIP program liquidity.

Property Tax in Lieu of VLF is a vehicle license fee revenue and is classified as tax revenue. Property Tax in Lieu is projected to increase by \$229,000 or 4.6 % to \$5,205,000 in FY 2008-09. VLF revenue closely parallels growth in City Property Tax revenue.

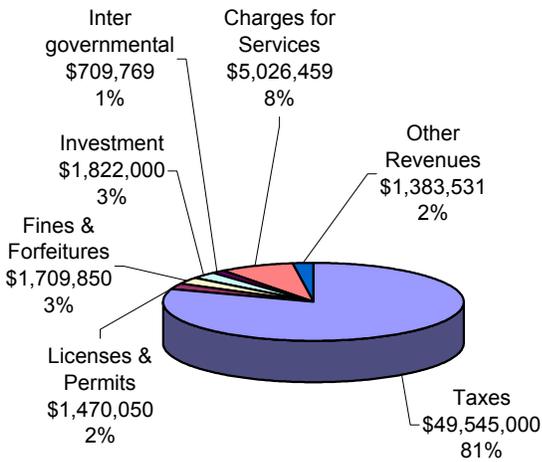
Motor Vehicle/In-Lieu Fees are included in intergovernmental revenues and are projected to increase by \$28,000, or 8.2%, to \$371,000. Projected growth in the amount of motor vehicle license fee revenue is attributable to the apportionment of current revenue from the State net of withholding for various State administrative costs.

Below is a summary of the FY 2008-09 adopted General Fund operating revenues compared with the FY 2007-08 midyear budget operating revenues:

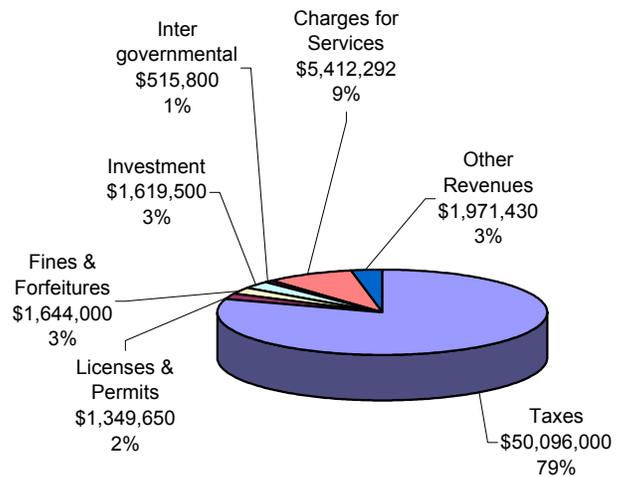
<i>General Fund</i>	<b>Midyear 2007-08</b>	<b>Adopted 2008-09</b>	<b>Increase (Decrease)</b>	<b>Percent Increase (Decrease)</b>
Taxes	49,545,000	50,096,000	551,000	1.1%
Licenses & Permits	1,470,050	1,349,650	(120,400)	-8.2%
Fines & Forfeitures	1,709,850	1,644,000	(65,850)	-3.9%
Investment	1,822,000	1,619,500	(202,500)	-11.1%
Intergovernmental	709,769	515,800	(193,969)	-27.3%
Charges for Services	5,026,459	5,412,292	385,833	7.7%
Other Revenues	1,383,531	1,971,430	587,899	42.5%
Revenue From Outside Sources	61,666,659	62,608,672	942,013	1.5%
Overhead	6,314,750	5,850,432	(464,318)	-7.4%
<b>Total General Fund</b>	<b>67,981,409</b>	<b>68,459,104</b>	<b>477,695</b>	<b>0.7%</b>

**GENERAL FUND REVENUES  
FROM OUTSIDE SOURCES**

**Midyear Revenues  
FY 2007-08**



**Adopted Revenues  
FY 2008-09**



## SPECIAL REVENUE FUNDS

All Special Revenue Funds are for a specific purpose and are not available for other programs. The combined projected revenue in the Special Revenue Funds is \$15,527,519, decreasing from the FY 2007-08 midyear budget by \$3,793,857, or 19.6%. The Intergovernmental Grants Fund, where monies received from Federal, State and other governmental agencies are used for capital improvement projects, is projected to decrease by \$2,248,309, or 49.6%. Revenue in this fund tends to fluctuate from year to year, depending on current capital projects. Also the State will not be remitting Traffic Congestion revenue of approximately \$500,000 in FY 2008-09. With financial difficulties at the Federal and State levels, government sponsored programs have seen substantial funding cuts in recent years which impact the social service grant funds.

## ENTERPRISE FUNDS

Enterprise Funds are funds set up to account for operations that are financed and operated in a manner similar to private business where the costs of providing goods or services to the general public are financed or recovered primarily through user charges.

**Harbor Tidelands Fund:** Based on projections provided by Harbor staff, revenues for FY 2008-09 in the Harbor Tidelands Fund including parking revenue, lease revenue, investment earnings and miscellaneous revenue, are projected at \$6,006,975, down \$285,337, or 4.5%, from the FY 2007-08 midyear budget.

**Harbor Uplands Fund:** Based on projections provided by Harbor staff, revenues for FY 2008-09 in the Harbor Uplands Fund including parking revenue, lease revenue, investment earnings and miscellaneous revenue, are projected at \$4,285,677, up \$14,352, or 0.3% from the FY 2007-08 midyear budget.

**Solid Waste Fund:** FY 2008-09 revenues are projected relatively flat from the midyear FY 2007-08 budget. The City Council adopted on June 17, 2008, by separate action from the budget, a refuse rate adjustment to increase revenue to cover the City's outside contractor's higher refuse and recycling costs.

**Wastewater Fund:** FY 2008-09 revenues are projected to increase by \$648,628 to \$2,385,991. Set for City Council consideration June 3, 2008, by separate action from the budget is a proposed wastewater rate adjustment to increase revenue to cover higher costs related to providing a healthy and safe environment and ensure we meet the legal covenants of our wastewater bond.

## INTERNAL SERVICE FUNDS

In order to determine the true cost of each operating department, internal service fund charges are allocated to each user department. These charges, in turn, represent revenue to each Internal Service Fund. Each of the City's Internal Service Funds is highlighted below.

**Self-Insurance Program Fund:** The Self-Insurance Program Fund is the basis for allocating liability, workers' compensation and unemployment insurance to all departments. Revenue for FY 2008-09 is estimated to be \$4,057,731, down \$564,947, or 12.2% from FY 2007-08 midyear budget.

**Vehicle Replacement Fund:** This fund accounts for charges to departments that utilize the City's Fleet Services Division for maintenance, which includes the cost of fuel, of vehicles and equipment. In addition, rental charges are assessed based on the estimated future replacement cost of the vehicles. The increase in proposed revenue of \$3,321,911, an increase of \$489,299, or 17.3%, when compared to the FY 2007-08 midyear budget is mainly due to rising fuel costs.

**Building Occupancy Fund:** Building maintenance and building replacement costs are allocated to all City departments through the Building Occupancy Fund. A portion of these costs are allocated to the Special Revenue Funds and Harbor Enterprise Funds. The estimated revenue is \$2,572,263, a \$132,444, or 5.4% increase over the prior year's midyear budget.

**Information Technology Fund:** The Information Technology Fund includes Information Technology's staff salaries and benefits, computer and telecommunications maintenance costs and charges for equipment replacement. All costs are charged back to users. Estimated revenue for FY 2008-09 is \$2,538,663, relatively level with the FY 2007-08 midyear budget.

**Printing and Graphics Fund:** This fund was established for the purpose of allocating printing and graphics charges to all departments using the services of the in-house print shop. The proposed revenue is estimated at \$314,694, or \$5,171 less than the FY 2007-08 midyear budget.

**Emergency Communications Fund:** The Emergency Communications Fund includes replacement of emergency communications equipment and emergency communications operating expenses. All costs are charged back to the users, which are primarily the Police, Fire and Public Works departments. The revenue is estimated at \$2,307,310, only \$23,688 less than FY 2007-08 midyear budget.

TWO-YEAR COMPARISON OF ESTIMATED REVENUES BY FUND

<i>Fund</i>	Midyear 2007-08	Adopted 2008-09	Increase (Decrease)	Percent Increase (Decrease)
<b>General Fund:</b>				
Taxes	49,545,000	50,096,000	551,000	1.1%
Licenses & Permits	1,470,050	1,349,650	(120,400)	(8.2%)
Fines & Forfeitures	1,709,850	1,644,000	(65,850)	(3.9%)
Investment	1,822,000	1,619,500	(202,500)	(11.1%)
Intergovernmental	709,769	515,800	(193,969)	(27.3%)
Charges for Services	5,026,459	5,412,292	385,833	7.7%
Other Revenues	1,383,531	1,971,430	587,899	42.5%
Overhead	6,314,750	5,850,432	(464,318)	(7.4%)
<b>Total General Fund</b>	<b>67,981,409</b>	<b>68,459,104</b>	<b>477,695</b>	<b>0.7%</b>
Traffic Congestion Relief	13,000	19,000	6,000	46.2%
State Gas Tax	1,257,091	1,223,300	(33,791)	(2.7%)
Storm Drain Improvement	55,714	42,000	(13,714)	(24.6%)
Street Landscaping and Lighting	1,578,276	1,571,000	(7,276)	(0.5%)
Local Transportation Tax	180,310	189,420	9,110	5.1%
Proposition A	1,091,961	1,131,000	39,039	3.6%
Proposition C	941,913	966,000	24,087	2.6%
Transit	1,441,071	1,727,712	286,641	19.9%
Air Quality Improvement	73,000	72,000	(1,000)	(1.4%)
Intergovernmental Grants	4,534,988	2,286,679	(2,248,309)	(49.6%)
South Bay Youth Project	873,700	-	(873,700)	(100.0%)
Comm Develop Block Grant	1,101,979	439,725	(662,254)	(60.1%)
Workforce Investment Act	680,197	-	(680,197)	(100.0%)
Housing Authority	4,961,720	5,564,683	602,963	12.2%
Parks and Recreation Facilities	40,800	30,000	(10,800)	(26.5%)
Narcotic Forfeiture and Seizure	67,800	65,000	(2,800)	(4.1%)
Subdivision Park Trust	180,000	150,000	(30,000)	(16.7%)
Disaster Recovery	247,856	50,000	(197,856)	n/a
Capital Projects	134,000	908,000	774,000	577.6%
Harbor Tidelands	6,292,312	6,006,975	(285,337)	(4.5%)
Harbor Uplands	4,271,325	4,285,677	14,352	0.3%
Solid Waste	3,082,150	3,084,639	2,489	0.1%
Wastewater	1,737,363	2,385,991	648,628	37.3%
Self-Insurance Program	4,622,728	4,057,781	(564,947)	(12.2%)
Vehicle Replacement	2,832,612	3,321,911	489,299	17.3%
Building Occupancy	2,439,819	2,572,263	132,444	5.4%
Information Technology	2,569,498	2,538,663	(30,835)	(1.2%)
Printing and Graphics	319,865	314,694	(5,171)	(1.6%)
Emergency Communications	2,330,998	2,307,310	(23,688)	(1.0%)
<b>Total Before Adjustments</b>	<b>117,935,455</b>	<b>115,770,527</b>	<b>(2,164,928)</b>	<b>(1.8%)</b>
Less: Internal Svc Funds/Overhead	21,158,936	20,660,284	(498,652)	(2.4%)
<b>Total City</b>	<b>96,776,519</b>	<b>95,110,243</b>	<b>(1,666,276)</b>	<b>(1.7%)</b>
Redevelopment Agency	7,601,658	7,516,325	(85,333)	(1.1%)
<b>Grand Total</b>	<b>104,378,177</b>	<b>102,626,568</b>	<b>(1,751,609)</b>	<b>(1.7%)</b>

**GENERAL FUND BUSINESS LICENSE TAX**

**DESCRIPTION**

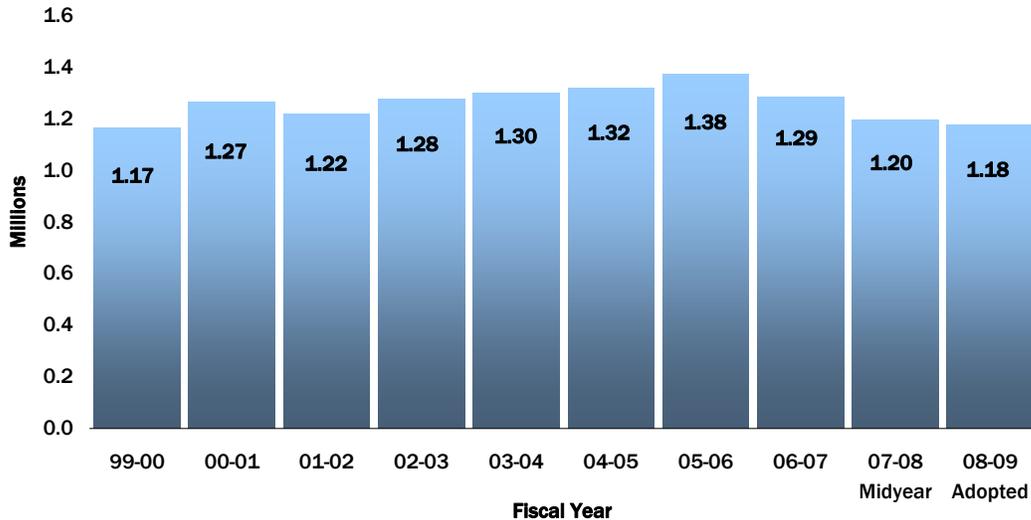
Business license tax is imposed on commercial establishments for the privilege of conducting business within the City. The tax is levied using two factors - a flat rate system and a per employee charge.

**BACKGROUND**

The flat rate has remained unchanged since FY 1991-92. During FY 2003-04, the cap on the number of employees subject to the \$18 per capita tax was removed. Estimates are based upon a combination of inflation factors, business growth, business turnover, collection percentage, and number of field inspections. In March 2005, the City put forth a ballot measure to raise the business license tax each year in an amount equal to the CPI. The voters did not approve this measure.

**OUTLOOK**

*FY 2008-09 revenue estimates of \$ 1,180,000 are down slightly due to a forecasted decline in construction and construction-related activity.*



GENERAL FUND PROPERTY TAX

DESCRIPTION

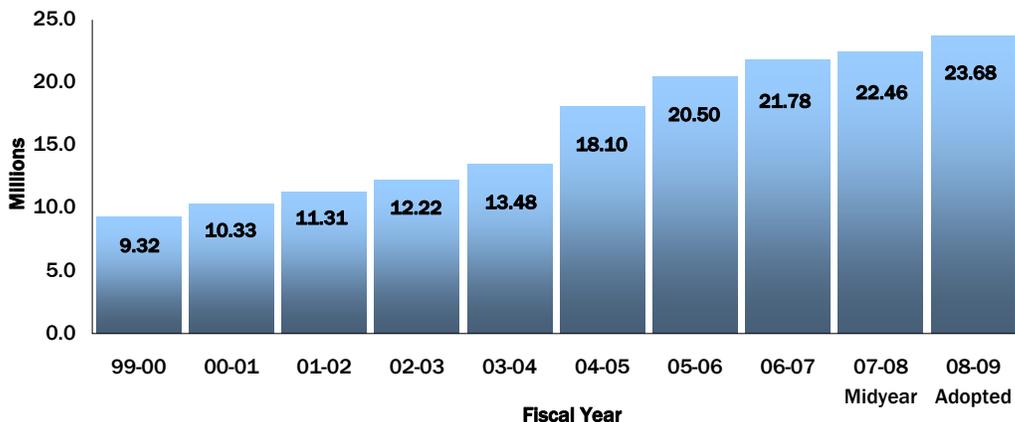
Property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (moveable property) located within the City. Property is assessed by the County Assessor except for certain public utility properties which are assessed by the State Board of Equalization. The property tax rate is based on 1.0% of the assessed value. For every \$1 of property tax collected, \$0.166 goes to the City. The property tax graph presented below includes the property tax in lieu of VLF and homeowner exemptions.

BACKGROUND

Growth in property tax is realized from the 2.0% annual increase allowed by Proposition 13, increased valuation occurring due to new construction activity, and the reassessment of property due to resale. Since FY 1992-93, the State has permanently shifted \$2.3 million a year from the City for use by the schools.

OUTLOOK

*Property Tax revenue for FY 2008-09 is projected to increase by \$989,000, or 5.7%, to \$18,315,000, excluding property tax in lieu of VLF and homeowners' exemptions. While homeowners exemptions remains flat, property tax in lieu of VLF will increase by \$229,000, or 4.6% to \$5,205,000. Property tax revenue continues to increase moderately due to the combination of location desirability of the community keeping housing values high, and proposition 13 valuation growth. Property tax revenue is the City's number one source of operating revenue.*



**GENERAL FUND PROPERTY TRANSFER TAX**

**DESCRIPTION**

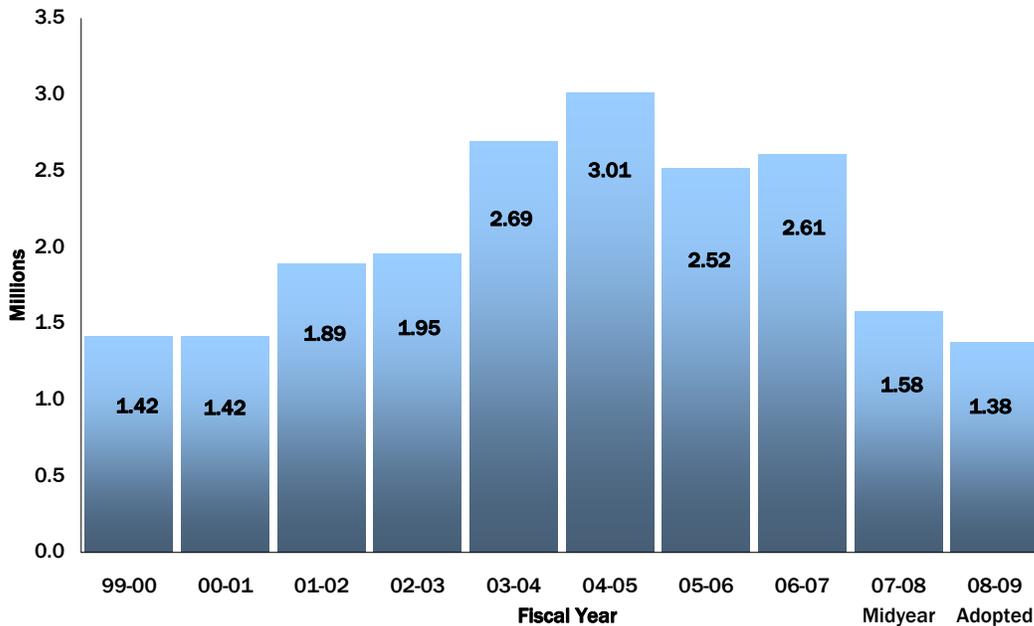
Property transfer tax is imposed on any conveyance of real property when a change in "deed" is filed with the County Registrar-Recorder.

**BACKGROUND**

The City's tax rate is \$1.10 per \$500 in sale value. The performance of this cyclical revenue source has been complimented by continuing prior-year recoveries of City property transfer tax misallocated by the County and by the City's internal audit program.

**OUTLOOK**

*The strength in the performance of this cyclical revenue source experienced over the past five years is projected to significantly moderate for FY 2008-09. This is due to reduced levels of local real estate exchange in line with the anticipated continued slowdown in the previously accelerated pace of overall real estate activity.*



GENERAL FUND SALES AND USE TAX

DESCRIPTION

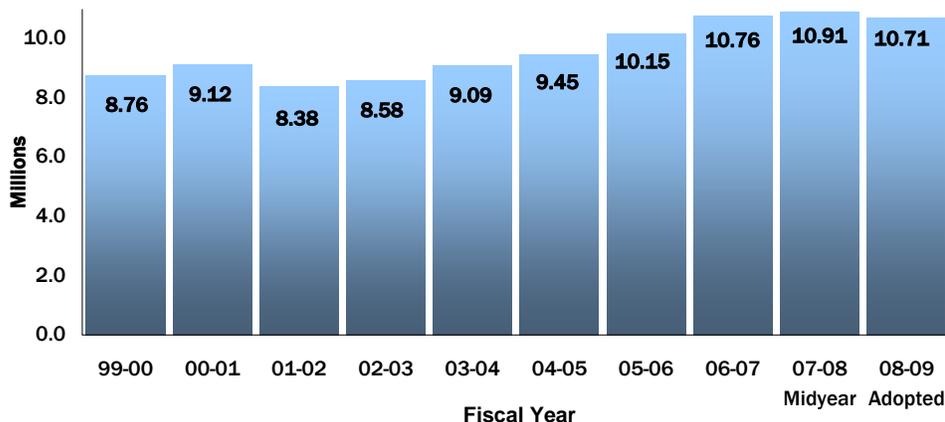
Sales and use tax is imposed upon most retail transactions. The Los Angeles County rate is currently 8.25% of the sale price of taxable goods and services sold at retail in Redondo Beach. The City receives 1.0% of the taxable sales while the remainder is allocated to the State, the County and various transit authorities. The sales tax data presented below includes the Public Safety Augmentation Fund (PSAF) and the State "Triple Flip" Sales Tax.

BACKGROUND

In FY 1993-94, pursuant to voter approval, 1/2% of the State's portion of the sales tax levy was reallocated to local government to augment support for public safety services. The annual local value of this sales tax re-allocation to support police and fire services is projected to be \$633,000 for FY 2008-09. Sales and use tax revenue is somewhat cyclical in nature, responding to local and state economic trends. Efforts to nurture local economic development have aided growth in this revenue source. Rising local incomes, jobs creation, population growth, and internal auditing efforts enhance this key general fund resource.

OUTLOOK

*Sales and Use Tax revenue exclusive of PSAF is projected to decline by \$196,000, or 1.9%, to \$10,078,000. This projection is conservatively based on analysis of current revenue trends, including annual adjustments to the State "triple flip" sales tax apportionment; receipts from our largest sales tax sources; stable levels of consumer disposable income; heightened regional sales tax competition; moderating consumer confidence; and in depth analysis of a variety of components within our local sales tax data base influencing the overall performance of our sales and use tax revenue stream.*



GENERAL FUND TRANSIENT OCCUPANCY TAX

DESCRIPTION

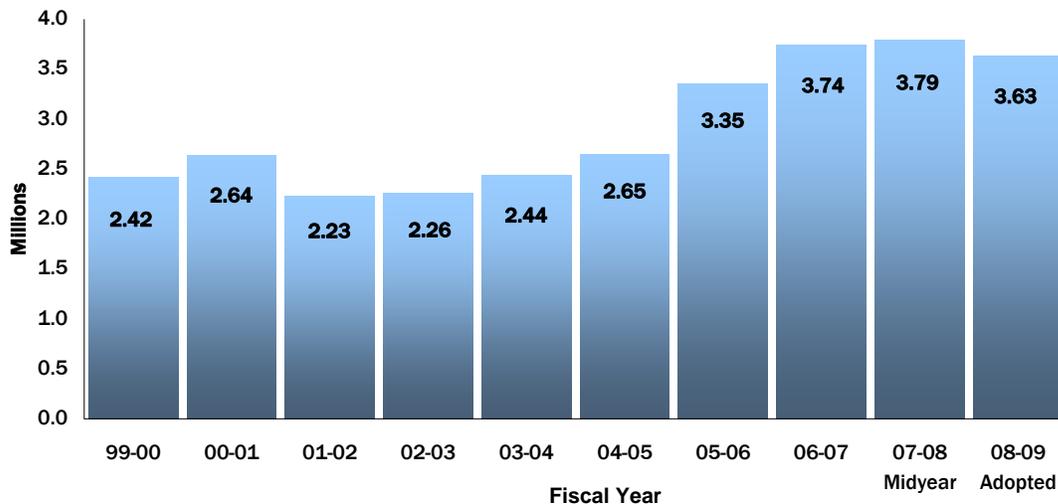
Transient Occupancy Tax (TOT) is imposed on occupants of hotel, motel, inn, tourist home or other lodging facilities unless such occupancy is for 30 days or longer. The tax is applied to the customer's lodging bill.

BACKGROUND

The current voter-approved TOT rate of 12% became effective July 2005, increasing from the prior 10% rate. Although the City collects the entire amount of the tax, 10% of total TOT revenue is contributed to the Redondo Beach Visitors' Bureau to support marketing and tourism in the City.

OUTLOOK

*FY 2008-09 TOT revenue is projected to decrease \$156,000 or 4.1% below prior year levels to \$3,630,000. The travel and tourism industry is strengthened as the dollar weakens and more promotional money is spent by the State, but this gain will be offset by rising gas prices and a weakening economy.*



**GENERAL FUND UTILITY USERS' TAX**

**DESCRIPTION**

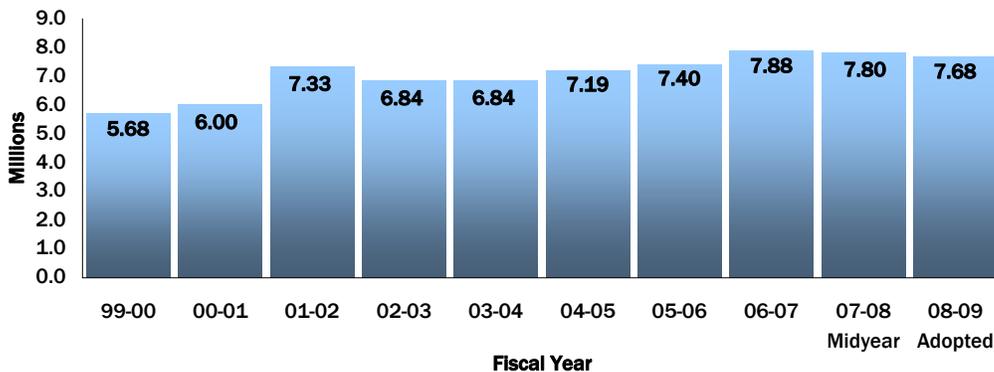
The Utility Users' Tax (UUT) is imposed on consumers of electric, gas, cable television, water and telephone services. The current rate is 4.75%. Federal and State governmental agencies and pay telephone users are exempt from this tax.

**BACKGROUND**

In FY 2001-02, UUT increased by \$1.33 million, or 22% due to increased energy prices, which were a result of the energy shortage. The decrease in FY 2002-03 was a result of the stabilization of the energy market following the shortage in the previous year. Funds provided from this key tax-based operating resource have remained relatively stable over the past few years.

**OUTLOOK**

*Utility Users' Tax (UUT) revenue for FY2008-09 is projected to remain relatively flat, with the exception of the \$115,000 impact of the withdrawal of Williams Energy from the UUT payer base due to adverse litigation ruling. Pressure from litigation, voter based changes and legislation relating to the evolving telecommunications industry will challenge the future viability of UUT resources.*



**GENERAL FUND FRANCHISE FEES**

**DESCRIPTION**

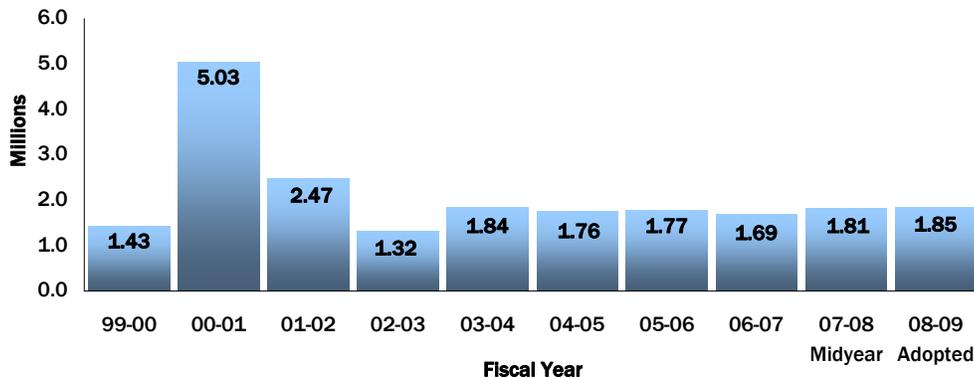
Franchise fees are imposed upon privately-owned utility companies for the privilege of using City streets or rights-of-way. The fees are based on a percentage of each utility company's gross receipts.

**BACKGROUND**

The City collects franchise fees from Time Warner Cable, Southern California Edison, Southern California Gas Company, Verizon, and local taxicab operators. The City does not collect a franchise fee from telephone companies, as the State collects this fee statewide. In December 1992, the City successfully negotiated with Southern California Gas Company a new franchise agreement on gas transported, but not sold by the gas company. An in-lieu fee was instituted, which effectively recovered all revenues lost through the deregulation of gas sales. The increase in FY 2000-01 is a result of the significant growth in transported gas due to the statewide energy emergency. However, over the most recent years, power levels at the AES power plant have been dramatically reduced. With this, revenue has been significantly lower than the levels experienced in FY 2000-01.

**OUTLOOK**

*Franchise Fees are projected to increase by \$33,000, or 1.8%, to \$1,846,000 for FY 2008-09. With the exception of revenues from Southern California Gas, revenues from franchise fee sources reflect moderate increases in line with growth in local operations. Cable television franchise revenue represents 40% of the overall franchise fee revenue estimate for FY 2008-09, while projected revenue from the electricity franchise represents 21%. The gas franchise revenue generated from the sale and transport of natural gas utilized to power the local AES Power Plant represents 35% of the total franchise fee estimate. Cyclical uncertainties of the deregulated energy environment and their impact upon the productive utilization rate of the AES Power Plant require continued utilization of a conservative estimate from this revenue source.*



GENERAL FUND LICENSES AND PERMITS

DESCRIPTION

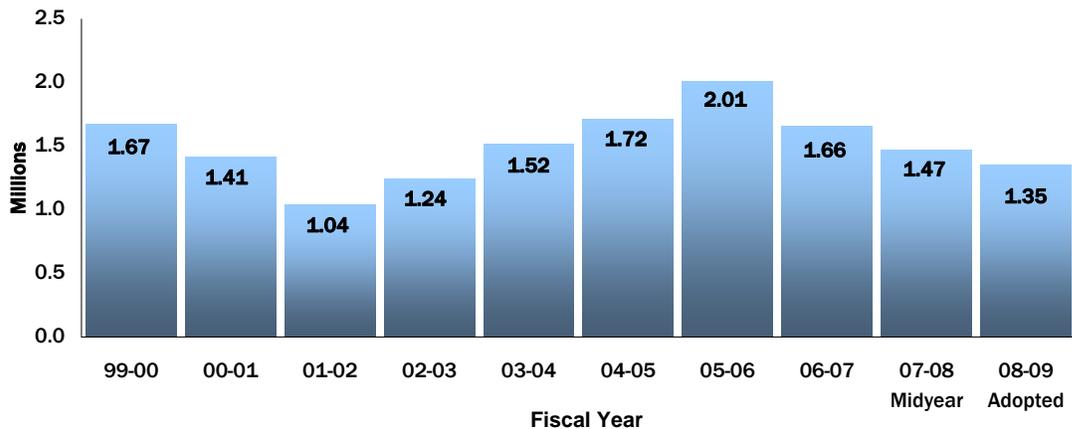
These fees are imposed for the processing of all construction activity permits, bicycle and canine permits, and preferential parking permits.

BACKGROUND

Approximately 80% of this revenue source is from permits issued for construction activity. The cyclical trends in recent years are wholly attributable to the economic cycles which affect the building and construction community.

BACKGROUND

*We expect to see a decrease of \$120,400 to \$1,349,650 in this revenue source in FY 2008-09. Although the largest percentage of these fees, construction permits, will be down due to a weakening housing market and less robust economy, a user fee increase in FY 2007-08 should offset some of the lost revenue.*



**GENERAL FUND FINES AND FORFEITURES**

**DESCRIPTION**

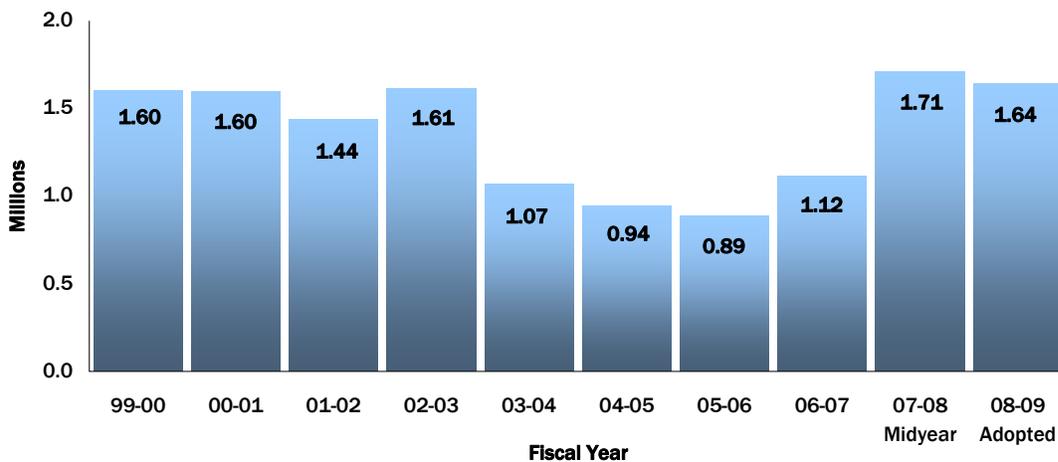
Fines are imposed on persons receiving tickets for vehicle code and/or parking violations in the City. In addition, reimbursements are required through the courts or direct billing for police services associated with arresting offenders or criminals.

**BACKGROUND**

Beginning in FY 1998-99, legislation was enacted to return the vehicle code fine revenue to the cities. In addition, cities began to share in traffic school revenues. For FY 2003-04 through FY 2006-07, the allocation of parking citation revenue was split between the General Fund and the Solid Waste Fund. For those years, much of the revenue was shifted out of the General Fund. Beginning in FY 2007-08, the parking citation revenue has been shifted back into the General fund.

**OUTLOOK**

*Estimates for FY 2008-09 show a slight decrease of \$65,850 or 3.9%. This decrease is due to an estimate of a slightly lower amount of restitution being collected due to a projected smaller case load.*



GENERAL FUND INVESTMENT EARNINGS

DESCRIPTION

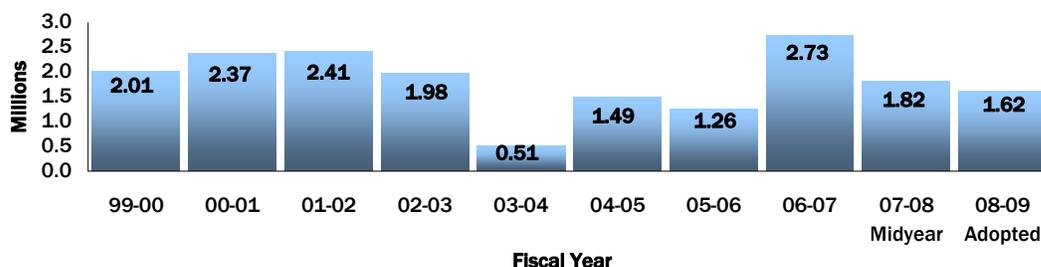
Investment earnings are derived from the investment management of the City's surplus funds in accordance with State Law, City Charter, and City Investment Policy.

BACKGROUND

Under the stewardship of the elected City Treasurer, the City invests all surplus funds based upon the requirements of the California Government Code, City Charter, and in accordance with the City's Statement of Investment Policy. The investment policy is reviewed and approved by the Mayor and City Council on an annual basis. In addition, the investment policy maintains its certification for investment reporting and legal compliance standards of excellence awarded by the Association of Public Treasurers United States and Canada. Investments are maintained in a prudent and professionally responsible manner ensuring sufficient investment portfolio liquidity, responding to both the City's operating and capital improvement cash flow requirements. Investment liquidity is maintained while honoring fiduciary responsibilities of investment safety, producing competitive investment returns measured against established investment portfolio performance benchmarks. The City maintains long established annual participation in the California Statewide Communities Development Authority Tax and Revenue Anticipation Note Program, a cost effective cash management tool producing additional investment income to the City's General Fund totaling \$735,000 cumulatively over the 13 years of program participation.

OUTLOOK

*Investment Earnings for the General Fund for FY 2008-09 are projected to moderately decline by \$202,500, or 11.1%, to \$1,619,500. This decline is attributable to lower interest rates available within the investment marketplace resulting from the slowing economy. The initial estimate for FY 2008-09 is conservatively postured based upon maintaining a relatively stable amount of funds within the overall investment portfolio. Factored in are the impacts of declining market interest rates upon the three major components of the portfolio: liquid investments with the State Local Agency Investment Fund, and both Federal Agency and high grade Corporate Medium Term Note investments structured within a 1 to 5 year investment maturity matrix. As with all City operating revenue sources, initial estimates of FY 2008-09 revenue will be updated within a six month period as part of the annual mid-year fiscal review. Implementation of a strategically focused Capital Improvement Program (CIP) cash management plan will serve to enhance investment returns from CIP funding sources, while ensuring sufficient program liquidity.*



GENERAL FUND INTERGOVERNMENTAL

DESCRIPTION

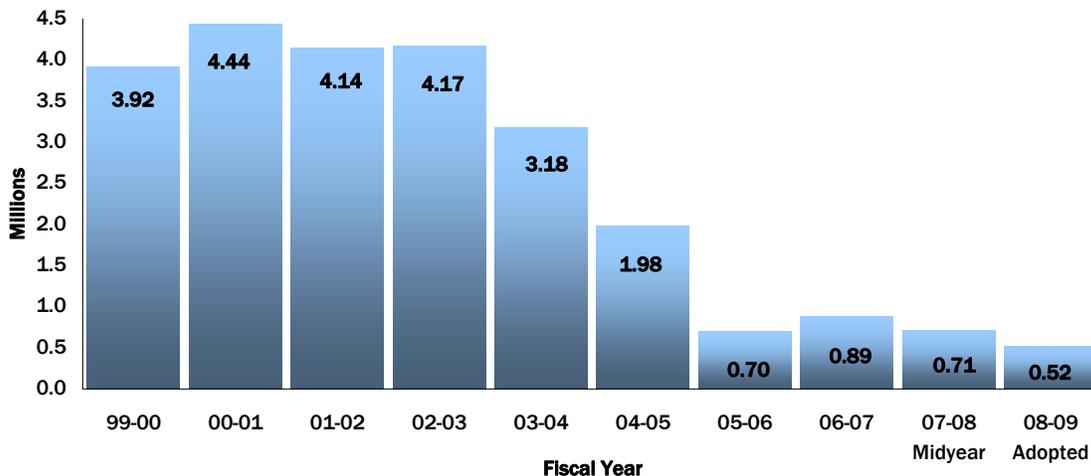
Intergovernmental revenue comes from other governmental agencies. The majority of this revenue is received from State subventions. Examples include motor vehicle (registration) in-lieu tax (MVIL), SB90 reimbursements, and the California Library Services Act.

BACKGROUND

Revenue estimates are provided by the State Department of Finance, State Controller's Office and the State Board of Equalization utilizing trend and projection assumptions. Fluctuations in this revenue source are dependent on the grants and other state subventions received by the City. FY 1999-00 and 2000-01 revenues include a subvention for the past property tax loss based on a per capita basis. The steep decline in intergovernmental revenue from FY 2002-03 to FY 2005-06 is primarily due to newly elected State officials' vehicle license fee (VLF) philosophies, reclassifications of VLF revenue and local assistance in balancing the State budget. In addition, during the same period of time, the State was withholding SB 90 State mandated cost reimbursements.

OUTLOOK

*Estimates for FY 2008-09 Intergovernmental revenue reflect a decrease in revenue of \$193,969 or 27.3% for a total of \$515,800. This is due to State budgetary problems leading to uncertainty regarding the SB90 State mandated core reimbursement being allocated to the City in a timely manner.*



**GENERAL FUND CHARGES FOR SERVICES**

**DESCRIPTION**

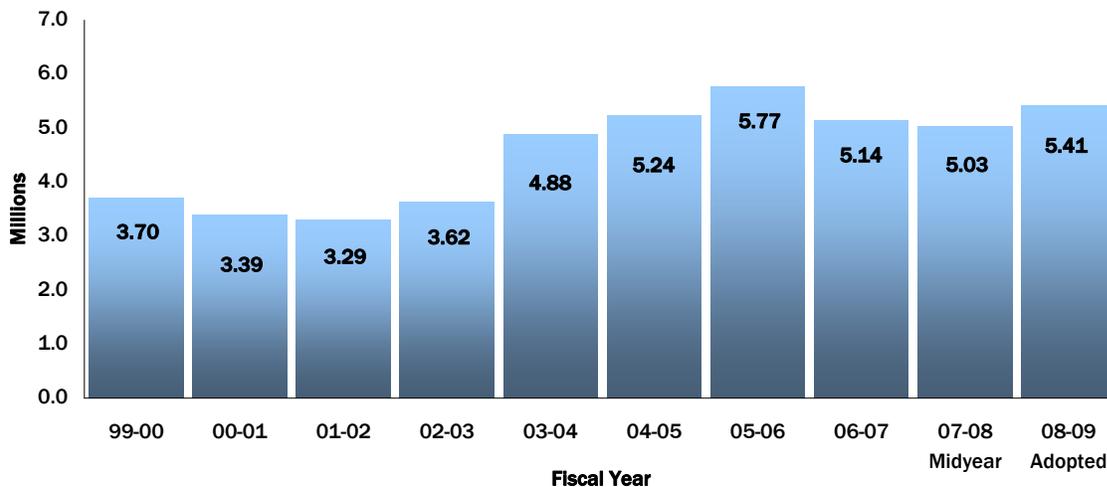
The City collects fees from users of, or participants in, City-provided services, such as plan checking, engineering services, parking meter fees, fire inspections, police booking fees, stand-by at special events, and recreational and cultural activities.

**BACKGROUND**

The City establishes its user-fee structure to recover the full cost, or at least part of the cost, of providing services enjoyed by the users or participants. The master fee schedule, which includes the rate structure for these fees, was modified in FY 2007-08 to raise a large percentage of these fees to full cost. However, this review only addressed the user rates; whereas revenue is also impacted by usage.

**OUTLOOK**

*For FY 2008-09, forecasted revenue for charges for services will increase slightly by \$385,833 or 7.7%. Rate increases adopted in FY 2007-08 are partially offset by a slowing economy and a less robust housing market.*



REVENUE DETAIL  
FISCAL YEARS 2004-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
<b>GENERAL FUND:</b>					
<b>Taxes:</b>					
Business License Tax	1,323,345	1,376,009	1,289,223	1,200,000	1,180,000
Property Tax	14,368,476	15,925,451	16,982,581	17,326,000	18,315,000
Property Transfer Tax	3,012,123	2,516,607	2,609,868	1,580,000	1,378,000
Property Tax In Lieu Of VLF	3,574,910	4,413,623	4,646,310	4,976,000	5,205,000
Homeowners' Exemption	153,512	155,558	154,393	155,000	156,000
Sales and Use Tax	8,850,167	9,578,526	10,127,274	10,274,000	10,078,000
Franchise Fees	1,759,941	1,767,452	1,685,711	1,813,000	1,846,000
Public Safety Aug. Fund	598,894	569,221	636,844	635,000	633,000
Transient Occupancy Tax	2,648,323	3,354,138	3,738,839	3,786,000	3,630,000
Utility Users' Tax	7,184,530	7,398,984	7,878,429	7,800,000	7,675,000
State Take-Aways	(917,492)	(917,492)	-	-	-
<b>Sub-total</b>	<b>42,556,729</b>	<b>46,138,077</b>	<b>49,749,472</b>	<b>49,545,000</b>	<b>50,096,000</b>
<b>Licenses And Permits:</b>					
Misc. Licenses/Permits	76,595	73,478	88,708	74,550	74,550
Street/Curb/Parking Permits	101,282	136,137	132,679	115,500	191,100
Construction/Excavation Permits	1,537,758	1,797,179	1,438,994	1,280,000	1,084,000
<b>Sub-total</b>	<b>1,715,635</b>	<b>2,006,794</b>	<b>1,660,381</b>	<b>1,470,050</b>	<b>1,349,650</b>
<b>Fines And Forfeitures:</b>					
Vehicle Code Fines	309,264	344,704	389,539	350,000	350,000
Restitution	143,155	131,964	183,387	235,850	170,000
Parking Citations	489,154	412,769	544,271	1,124,000	1,124,000
<b>Sub-total</b>	<b>941,573</b>	<b>889,437</b>	<b>1,117,197</b>	<b>1,709,850</b>	<b>1,644,000</b>
<b>Investment:</b>					
Investment Earnings	1,493,180	1,256,880	2,731,299	1,822,000	1,619,500
<b>Sub-total</b>	<b>1,493,180</b>	<b>1,256,880</b>	<b>2,731,299</b>	<b>1,822,000</b>	<b>1,619,500</b>
<b>Intergovernmental:</b>					
State Library Allocation	122,939	106,403	184,868	125,927	125,000
Motor Vehicle/In-Lieu	1,852,065	453,646	429,612	343,000	371,000
SB90 State Mandated Cost Reimb.	1,665	97,598	250,667	149,042	-
Grants	-	39,596	19,798	91,800	19,800
<b>Sub-total</b>	<b>1,976,669</b>	<b>697,243</b>	<b>884,945</b>	<b>709,769</b>	<b>515,800</b>

REVENUE DETAIL  
FISCAL YEARS 2004-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
<b>Charges for Services:</b>					
Administrative Fees	46,310	443,429	121,764	35,300	80,000
PW Fees	42,269	(2,020)	1,106	14,997	2,000
Fire Service Fees	181,985	209,133	149,956	157,092	194,370
Library Book Fines And Fees	172,998	174,497	162,148	144,560	154,100
Parking Meter Fees	941,624	1,004,563	1,056,399	980,000	980,000
Police Service Fees	522,142	422,455	465,394	560,400	828,200
Recreation Users Pay	1,296,995	1,305,637	1,296,921	1,336,200	1,395,200
Building & Engineering Fees	1,376,064	1,436,805	1,190,866	1,089,830	975,000
State Energy Fees	195,981	191,203	150,223	130,000	108,000
Other Building Fees	-	254,272	286,317	308,080	395,422
Planning Fees	460,097	326,674	257,800	270,000	300,000
<b>Sub-total</b>	<b>5,236,465</b>	<b>5,766,648</b>	<b>5,138,894</b>	<b>5,026,459</b>	<b>5,412,292</b>
<b>Other Revenues:</b>					
Miscellaneous Revenue	91,498	297,458	141,027	130,296	731,730
Claims Settlement	27,600	-	25,531	12,500	-
Rents and Percentages	1,216,049	1,146,233	1,103,940	1,195,090	1,139,700
Program Donations	34,085	200,963	123,292	25,645	100,000
Adopt-A-Waterway	17,394	12,593	15,333	20,000	-
<b>Sub-total</b>	<b>1,386,626</b>	<b>1,657,247</b>	<b>1,409,123</b>	<b>1,383,531</b>	<b>1,971,430</b>
<b>REVENUE FROM OUTSIDE SOURCES</b>	<b>55,306,877</b>	<b>58,412,326</b>	<b>62,691,311</b>	<b>61,666,659</b>	<b>62,608,672</b>
<b>Overhead</b>					
Overhead Charges	-	4,298,260	6,314,753	6,314,750	5,850,432
<b>Sub-total</b>	<b>-</b>	<b>4,298,260</b>	<b>6,314,753</b>	<b>6,314,750</b>	<b>5,850,432</b>
<b>TOTAL GENERAL FUND</b>	<b>55,306,877</b>	<b>62,710,586</b>	<b>69,006,064</b>	<b>67,981,409</b>	<b>68,459,104</b>

REVENUE DETAIL  
FISCAL YEARS 2004-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
<b>TRAFFIC CONG RELIEF FUND:</b>					
Intergovernmental	-	300,159	494,067	-	-
Investment	79	2,229	32,750	13,000	19,000
<b>TOTAL TRAFFIC CONG RELIEF FUND</b>	<b>79</b>	<b>302,388</b>	<b>526,817</b>	<b>13,000</b>	<b>19,000</b>
<b>STATE GAS TAX FUND:</b>					
Investment	16,229	19,552	42,406	14,000	15,000
Other Revenues	68,000	222	-	-	-
Taxes	1,226,517	1,209,437	1,205,597	1,243,091	1,208,300
<b>TOTAL STATE GAS TAX FUND</b>	<b>1,310,746</b>	<b>1,229,211</b>	<b>1,248,003</b>	<b>1,257,091</b>	<b>1,223,300</b>
<b>STORM DRAIN IMPROV FUND:</b>					
Charges For Services	146,346	146,210	68,600	55,714	42,000
<b>TOTAL STORM DRAIN IMPROV FUND</b>	<b>146,346</b>	<b>146,210</b>	<b>68,600</b>	<b>55,714</b>	<b>42,000</b>
<b>ST. LANDSCAPING/LIGHTING FUND:</b>					
Charges For Services	1,522,446	1,515,672	1,530,261	1,535,258	1,551,000
Investment	11,098	5,264	1,731	-	-
Other Revenues	74,538	4,878	32,021	43,018	20,000
<b>TOTAL ST. LANDSCAPING/LIGHTING FUND</b>	<b>1,608,082</b>	<b>1,525,814</b>	<b>1,564,013</b>	<b>1,578,276</b>	<b>1,571,000</b>
<b>LOCAL TRANSPORT TAX FUND:</b>					
Intergovernmental	-	-	-	180,310	189,420
<b>TOTAL LOCAL TRANSPORT TAX FUND</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>180,310</b>	<b>189,420</b>
<b>PROPOSITION A FUND:</b>					
Intergovernmental	969,038	1,078,853	1,077,680	1,079,961	1,100,000
Investment	20,440	7,819	40,492	12,000	31,000
<b>TOTAL PROPOSITION A FUND</b>	<b>989,478</b>	<b>1,086,672</b>	<b>1,118,172</b>	<b>1,091,961</b>	<b>1,131,000</b>
<b>PROPOSITION C FUND:</b>					
Intergovernmental	803,992	928,377	896,906	895,913	907,000
Investment	79,525	71,882	143,554	46,000	59,000
<b>TOTAL PROPOSITION C FUND</b>	<b>883,517</b>	<b>1,000,259</b>	<b>1,040,460</b>	<b>941,913</b>	<b>966,000</b>
<b>TRANSIT FUND:</b>					
Charges For Services	761,218	708,226	1,672,956	1,439,571	1,727,712
Intergovernmental	-	-	54,016	-	-
Other Revenues	9,826	29,871	11,918	1,500	-
<b>TOTAL TRANSIT FUND</b>	<b>771,044</b>	<b>738,097</b>	<b>1,738,890</b>	<b>1,441,071</b>	<b>1,727,712</b>

REVENUE DETAIL  
FISCAL YEARS 2004-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
<b><i>AIR QUALITY IMPROVEMENT FUND:</i></b>					
Charges For Services	81,267	59,030	101,853	70,000	70,000
Investment	5,905	5,170	6,709	3,000	2,000
<b>TOTAL AIR QUALITY IMPROVE FUND</b>	<b>87,172</b>	<b>64,200</b>	<b>108,562</b>	<b>73,000</b>	<b>72,000</b>
<b><i>INTERGOV'TL GRANTS FUND:</i></b>					
Investment	12,199	-	-	-	-
Intergovernmental	-	1,682,658	2,268,019	4,534,988	2,286,679
<b>TOTAL INTERGOV'TL GRANTS FUND</b>	<b>12,199</b>	<b>1,682,658</b>	<b>2,268,019</b>	<b>4,534,988</b>	<b>2,286,679</b>
<b><i>SO. BAY YOUTH PROJECT FUND:</i></b>					
Intergovernmental	900,935	707,515	723,294	873,700	-
<b>TOTAL SO. BAY YOUTH PROJECT FUND</b>	<b>900,935</b>	<b>707,515</b>	<b>723,294</b>	<b>873,700</b>	<b>-</b>
<b><i>COM DEV BLOCK GRANT FUND:</i></b>					
Intergovernmental	332,158	534,351	574,317	1,081,979	409,725
Other Revenues	27,811	76,293	78,827	20,000	30,000
<b>TOTAL COM DEV BLOCK GRANT FUND</b>	<b>359,969</b>	<b>610,644</b>	<b>653,144</b>	<b>1,101,979</b>	<b>439,725</b>
<b><i>WORKFORCE INVEST ACT FUND:</i></b>					
Intergovernmental	-	885,958	446,424	680,197	-
<b>TOTAL WORKFORCE INVEST ACT FUND</b>	<b>-</b>	<b>885,958</b>	<b>446,424</b>	<b>680,197</b>	<b>-</b>
<b><i>HOUSING AUTHORITY FUND:</i></b>					
Other Revenue	-	53,685	66,509	-	-
Intergovernmental	4,743,519	4,877,440	4,941,770	4,961,720	5,564,683
Investment	18,087	18,087	20,498	-	-
<b>TOTAL HOUSING AUTHORITY FUND</b>	<b>4,761,606</b>	<b>4,949,212</b>	<b>5,028,777</b>	<b>4,961,720</b>	<b>5,564,683</b>
<b><i>PARKS AND REC FACILITIES FUND:</i></b>					
Taxes	101,200	147,145	76,750	40,800	30,000
<b>TOTAL PARKS AND REC FACILITIES FUND</b>	<b>101,200</b>	<b>147,145</b>	<b>76,750</b>	<b>40,800</b>	<b>30,000</b>
<b><i>NARCOTIC FORF/SEIZURE FUND:</i></b>					
Fines And Forfeitures	84,170	43,470	185,455	50,000	50,000
Investment	16,539	12,210	31,541	17,800	15,000
Other Revenues	9,614	-	-	-	-
<b>TOTAL NARCOTIC FORF/SEIZURE FUND:</b>	<b>110,323</b>	<b>55,680</b>	<b>216,996</b>	<b>67,800</b>	<b>65,000</b>

REVENUE DETAIL  
FISCAL YEARS 2004-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
<b><i>SUBDIVISION PARK TRUST FUND:</i></b>					
Other Revenues	82,500	615,000	472,901	180,000	150,000
Investment	-	(6,759)	2,805	-	-
<b>TOTAL SUBDIVISION PARK TRUST FUND</b>	<b>82,500</b>	<b>608,241</b>	<b>475,706</b>	<b>180,000</b>	<b>150,000</b>
<b><i>DISASTER RECOVERY FUND:</i></b>					
Other Revenues	-	119,620	108,330	247,856	50,000
<b>TOTAL DISASTER RECOVERY FUND</b>	<b>-</b>	<b>119,620</b>	<b>108,330</b>	<b>247,856</b>	<b>50,000</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>12,125,196</b>	<b>15,859,524</b>	<b>17,410,957</b>	<b>19,321,376</b>	<b>15,527,519</b>
<b><i>PIER PARK ST REHAB FUND:</i></b>					
Investment	-	17	43	-	-
<b>TOTAL PIER PARK ST REHAB FUND</b>	<b>-</b>	<b>17</b>	<b>43</b>	<b>-</b>	<b>-</b>
<b><i>CAPITAL PROJECTS FUND:</i></b>					
Other Revenues	-	16,918	75,600	134,000	908,000
<b>TOTAL CAPITAL PROJECTS FUND</b>	<b>-</b>	<b>16,918</b>	<b>75,600</b>	<b>134,000</b>	<b>908,000</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>67,432,073</b>	<b>78,587,045</b>	<b>86,492,664</b>	<b>87,436,785</b>	<b>84,894,623</b>
<b><i>HARBOR TIDELANDS FUND:</i></b>					
Charges For Services	985,905	839,636	967,033	964,000	1,125,234
Investment	603,989	441,272	796,369	163,000	412,000
Other Revenues	4,057,937	4,039,410	4,128,846	5,165,312	4,469,741
<b>TOTAL HARBOR TIDELANDS FUND</b>	<b>5,647,831</b>	<b>5,320,318</b>	<b>5,892,248</b>	<b>6,292,312</b>	<b>6,006,975</b>
<b><i>HARBOR UPLANDS FUND:</i></b>					
Charges For Services	1,556,170	1,743,410	1,859,353	1,797,325	1,771,857
Investment	161,677	141,548	302,154	73,000	153,000
Other Revenues	2,132,803	2,118,604	2,244,643	2,401,000	2,360,820
<b>TOTAL HARBOR UPLANDS FUND</b>	<b>3,850,650</b>	<b>4,003,562</b>	<b>4,406,150</b>	<b>4,271,325</b>	<b>4,285,677</b>

REVENUE DETAIL  
FISCAL YEARS 2004-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
<b>SOLID WASTE FUND:</b>					
Charges For Services	2,262,684	2,484,707	2,756,524	2,824,818	2,916,639
Fines And Forfeitures	666,448	682,533	709,069	-	-
Intergovernmental	49,717	73,036	68,841	124,051	36,000
Licenses And Permits	5,039	17,241	15,541	15,000	12,000
Other Revenues	131,853	146,991	116,705	118,281	120,000
<b>TOTAL SOLID WASTE FUND</b>	<b>3,115,741</b>	<b>3,404,508</b>	<b>3,666,680</b>	<b>3,082,150</b>	<b>3,084,639</b>
<b>WASTEWATER FUND:</b>					
Charges For Services	2,487,868	2,120,497	1,827,479	1,721,968	2,369,990
Investment	-	228,131	334,154	395	1,000
Other Revenues	-	12,514	4,057	15,000	15,001
<b>TOTAL WASTEWATER FUND</b>	<b>2,487,868</b>	<b>2,361,142</b>	<b>2,165,690</b>	<b>1,737,363</b>	<b>2,385,991</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>15,102,090</b>	<b>15,089,530</b>	<b>16,130,768</b>	<b>15,383,150</b>	<b>15,763,282</b>
<b>SELF-INSURANCE PROG FUND:</b>					
Charges For Services	3,272,880	4,083,460	4,622,091	4,622,728	4,057,781
Other Revenues	-	638	117,765	-	-
<b>TOTAL SELF-INSURANCE PROG FUND</b>	<b>3,272,880</b>	<b>4,084,098</b>	<b>4,739,856</b>	<b>4,622,728</b>	<b>4,057,781</b>
<b>VEHICLE REPLACEMENT FUND:</b>					
Charges For Services	1,845,009	2,010,362	2,661,832	2,770,212	3,231,911
Other Revenues	52,074	48,638	77,571	62,400	90,000
<b>TOTAL VEHICLE REPLACEMENT FUND</b>	<b>1,897,083</b>	<b>2,059,000</b>	<b>2,739,403</b>	<b>2,832,612</b>	<b>3,321,911</b>
<b>BUILDING OCCUPANCY FUND:</b>					
Charges For Services	2,086,615	2,300,250	2,424,818	2,439,819	2,572,263
Other Revenues	-	171	-	-	-
<b>TOTAL BUILDING OCCUPANCY FUND</b>	<b>2,086,615</b>	<b>2,300,421</b>	<b>2,424,818</b>	<b>2,439,819</b>	<b>2,572,263</b>
<b>INFO TECHNOLOGY FUND:</b>					
Charges For Services	1,651,610	2,245,680	2,569,498	2,569,498	2,538,663
Other Revenues	-	2,908	1,531	-	-
<b>TOTAL INFO TECHNOLOGY FUND</b>	<b>1,651,610</b>	<b>2,248,588</b>	<b>2,571,029</b>	<b>2,569,498</b>	<b>2,538,663</b>
<b>PRINTING &amp; GRAPHICS FUND:</b>					
Charges For Services	281,910	309,610	319,865	319,865	314,694
Other Revenues	-	(358)	-	-	-
<b>TOTAL PRINTING &amp; GRAPHICS FUND</b>	<b>281,910</b>	<b>309,252</b>	<b>319,865</b>	<b>319,865</b>	<b>314,694</b>

REVENUE DETAIL  
FISCAL YEARS 2004-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
<b>EMERGENCY COMMUNICATIONS FUND :</b>					
Charges For Services	-	353,780	2,330,965	2,330,998	2,307,310
Other Revenues	-	96,578	1,048	-	-
<b>TOTAL EMERGENCY COMMUNICATIONS FUND</b>	<b>-</b>	<b>450,358</b>	<b>2,332,013</b>	<b>2,330,998</b>	<b>2,307,310</b>
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>9,190,098</b>	<b>11,451,717</b>	<b>15,126,984</b>	<b>15,115,520</b>	<b>15,112,622</b>
<b>LESS: INTERNAL CHARGES/OVERHEAD</b>	<b>9,417,410</b>	<b>15,387,670</b>	<b>21,153,461</b>	<b>21,158,936</b>	<b>20,660,284</b>
<b>TOTAL CITY</b>	<b>82,306,851</b>	<b>89,740,622</b>	<b>96,596,955</b>	<b>96,776,519</b>	<b>95,110,243</b>
<b>TOTAL REDEVELOPMENT AGENCY</b>	<b>4,764,075</b>	<b>6,271,700</b>	<b>6,632,874</b>	<b>7,601,658</b>	<b>7,516,325</b>
<b>GRAND TOTAL</b>	<b>87,070,926</b>	<b>96,012,322</b>	<b>103,229,829</b>	<b>104,378,177</b>	<b>102,626,568</b>



**THIS PAGE LEFT INTENTIONALLY BLANK**

# EXPENDITURES



**OVERVIEW OF APPROPRIATIONS**

**GENERAL FUND**

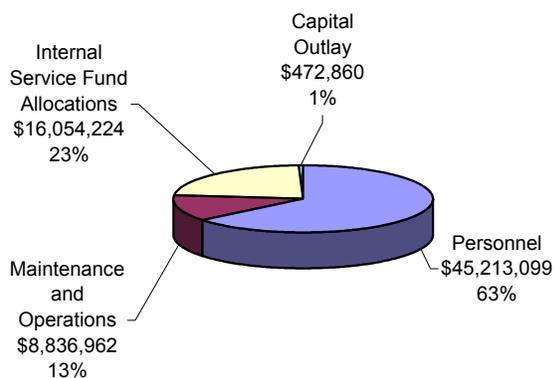
The summary that follows reflects fund appropriations to City departments for the current budget year (FY 2008-09). Although appropriations originate from all funds of the City, the significant fund is the General Fund. Before consideration of transfers-out, General Fund appropriations are \$69,312,421, a decrease of 1.8%, or \$1,264,724, from the midyear. The decrease is primarily due to a decrease in maintenance and operations and one-time capital outlay appropriations partially offset by increased personnel costs.

Below is a summary of the FY 2008-09 adopted General Fund expenditures compared with the FY 2007-08 midyear budget:

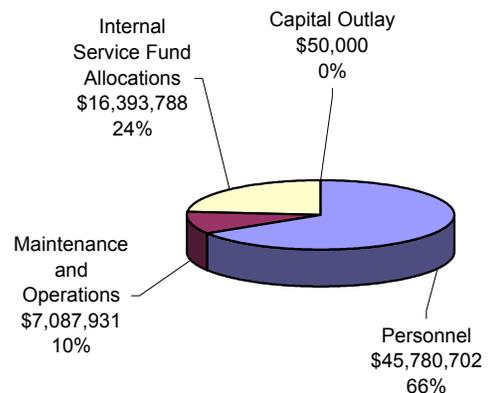
<i>Appropriation Category</i>	<b>Midyear 2007-08</b>	<b>Adopted 2008-09</b>	<b>(Decrease) Increase</b>	<b>%</b>
<b>Personnel</b>	<b>\$ 45,213,099</b>	<b>\$ 45,780,702</b>	<b>\$ 567,603</b>	<b>1.3%</b>
<b>Maintenance and Operations</b>	<b>8,836,962</b>	<b>7,087,931</b>	<b>(1,749,031)</b>	<b>(19.8%)</b>
<b>Internal Service Fund Allocations</b>	<b>16,054,224</b>	<b>16,393,788</b>	<b>339,564</b>	<b>2.1%</b>
<b>Capital Outlay</b>	<b>472,860</b>	<b>50,000</b>	<b>(422,860)</b>	<b>(89.4%)</b>
<b>Subtotal</b>	<b>70,577,145</b>	<b>69,312,421</b>	<b>(1,264,724)</b>	<b>(1.8%)</b>
<b>Transfers-Out</b>	<b>1,269,500</b>	<b>1,121,500</b>	<b>(148,000)</b>	<b>(11.7%)</b>
<b>Total</b>	<b>71,846,645</b>	<b>70,433,921</b>	<b>(1,412,724)</b>	<b>(2.0%)</b>

**GENERAL FUND APPROPRIATIONS**

**Midyear Appropriations  
FY 2007-08**



**Adopted Appropriations  
FY 2008-09**



Personnel costs in the General Fund increased \$567,603 or 1.3%. Included in the FY 2008-09 adopted personnel amounts are:

- Cost of living and step increases for employees represented by bargaining groups with an approved Memorandum of Understanding (MOU) but with no adjustments for the ongoing labor negotiations with the public safety employee bargaining groups.
- Employer contribution rate decreases to the Public Employees Retirement System (PERS) from 11.610% to 11.485% for the miscellaneous group and increases from 32.114% to 32.849% for public safety.
- No increases for medical insurance as those adjustments will be made as FY 2008-09 midyear appropriations for rate increases effective in September 2008.
- The new Other Post-Employment Benefits (OPEB) contribution of 4.5% of applicable payroll expenditures.

The FY 2007-08 maintenance and operations midyear budget is much higher than the FY 2008-09 because the midyear budget also reflects carryover appropriations of \$1.9 million, including carryover encumbrances of about \$550,000. These carryovers increase the FY 2007-08 amounts which are not yet included in FY 2008-09.

The FY 2007-08 Internal Service Fund allocations that are typically adjusted at the midyear budget review have been delayed until year-end. However, those adjustments have been included in the FY 2008-009 proposed appropriations.

## **SPECIAL REVENUE FUNDS**

The combined appropriations in the Special Revenue Funds are approximately \$17.0 million, a decrease of approximately \$10.1 million or 37.2%. Special Revenue Funds are most often used for capital improvement projects. Appropriations in these funds tend to fluctuate from year to year, depending on current capital projects.

## **ENTERPRISE FUNDS**

### ***Harbor Tidelands Fund:***

Budgeted appropriations for FY 2008-09 are estimated at approximately \$5.6 million, a decrease of 34.2%. The inclusion of carryover capital improvement projects in the FY 2007-08 midyear appropriations accounts for the decrease.

### ***Harbor Uplands Fund:***

Appropriations for FY 2008-09 are budgeted at approximately \$5.6 million, down 33.6% from FY 2007-08 budgeted amounts. The inclusion of carryover capital improvement projects in the FY 2007-08 midyear appropriations accounts for the decrease.

### ***Solid Waste Fund:***

Appropriations for FY 2008-09 are budgeted at approximately \$3.5 million, up \$44,134 or 1.3% from FY 2007-08 budgeted amounts. The decrease corrects appropriations for activities relayed to other funds.

**Wastewater Fund:**

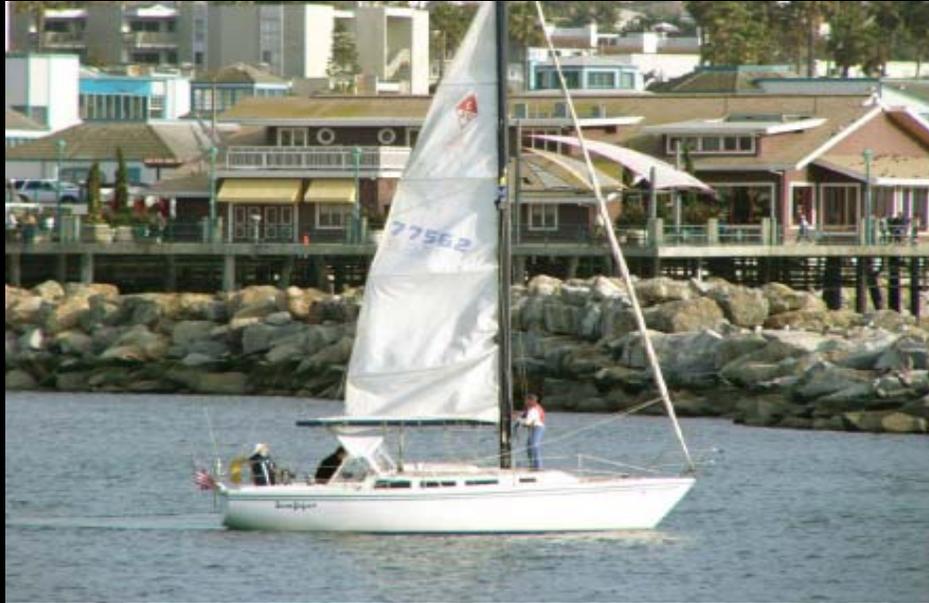
Appropriations for FY 2008-09 are budgeted at approximately \$3.6 million, down \$2,137,628 or 37.2% from FY 2007-08 budgeted amounts. The inclusion of carryover capital improvement projects in the FY 2007-08 midyear appropriations accounts for the decrease.

**INTERNAL SERVICE FUNDS**

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City. The total FY 2008-09 appropriations for the Internal Service Funds are approximately \$13.5 million. This amount decreased by approximately \$2.7 million from FY 2007-08 budgeted amounts. The largest decreases are due to the Information Technology Fund and Vehicle Replacement Funds, which had equipment replacement needs in FY 2007-08 that are yet to be reflected in FY 2008-09.

TWO-YEAR COMPARISON OF APPROPRIATIONS BY FUND

<i>Fund</i>	Midyear 2007-08	Adopted 2008-09	Increase (Decrease)	Percent Increase (Decrease)
General Fund	70,577,145	69,312,421	(1,264,724)	(1.8%)
Traffic Congestion Relief	790,000	50,000	(740,000)	(93.7%)
State Gas Tax	1,502,007	1,475,849	(26,158)	(1.7%)
Storm Drain Improvement	481,493	53,000	(428,493)	(89.0%)
Street Landscaping and Lighting	2,466,725	2,606,089	139,364	5.6%
Local Transportation Tax	159,659	-	(159,659)	(100.0%)
Proposition A	-	-	-	0.0%
Proposition C	2,837,503	1,275,000	(1,562,503)	(55.1%)
Transit	2,785,638	3,010,529	224,891	8.1%
Air Quality Improvement	49,320	48,458	(862)	(1.7%)
Intergovernmental Grants	6,087,863	2,286,679	(3,801,184)	(62.4%)
South Bay Youth Project	925,780	-	(925,780)	(100.0%)
Comm Develop Block Grant	1,156,593	481,725	(674,868)	(58.3%)
Workforce Investment Act	720,956	-	(720,956)	(100.0%)
Housing Authority	5,143,789	5,582,531	438,742	8.5%
Parks and Recreation Facilities	633,555	50,000	(583,555)	(92.1%)
Narcotic Forfeiture and Seizure	248,847	64,890	(183,957)	(73.9%)
Subdivision Park Trust	1,150,785	65,000	(1,085,785)	(94.4%)
Disaster Recovery	-	-	-	0.0%
Capital Projects	10,867,765	3,423,516	(7,444,249)	(68.5%)
Harbor Tidelands	8,508,542	5,602,121	(2,906,421)	(34.2%)
Harbor Uplands	8,372,085	5,561,348	(2,810,737)	(33.6%)
Solid Waste	3,419,387	3,463,521	44,134	1.3%
Wastewater	5,741,981	3,604,353	(2,137,628)	(37.2%)
Self-Insurance Program	3,534,166	3,478,768	(55,398)	(1.6%)
Vehicle Replacement	2,867,942	2,566,599	(301,343)	(10.5%)
Building Occupancy	2,874,286	2,560,250	(314,036)	(10.9%)
Information Technology	3,287,997	2,592,937	(695,060)	(21.1%)
Printing and Graphics	403,181	305,206	(97,975)	(24.3%)
Emergency Communications	3,278,612	2,033,535	(1,245,077)	(38.0%)
<b>Total Before Adjustments</b>	<b>150,873,602</b>	<b>121,554,325</b>	<b>(29,319,277)</b>	<b>(19.4%)</b>
Less: Internal Svc Funds/Overhead	21,158,936	20,660,284	(498,652)	(2.4%)
<b>Total City</b>	<b>129,714,666</b>	<b>100,894,041</b>	<b>(28,820,625)</b>	<b>(22.2%)</b>
Redevelopment Agency	7,601,658	7,276,638	(325,020)	(4.3%)
<b>Grand Total</b>	<b>137,316,324</b>	<b>108,170,679</b>	<b>(29,145,645)</b>	<b>(21.2%)</b>



**THIS PAGE LEFT INTENTIONALLY BLANK**

APPROPRIATIONS SUMMARY BY DEPARTMENT / BY FUND  
FISCAL YEAR 2008-2009

<i>Fund</i>	Mayor & City Council	City Clerk	City Treasurer	City Attorney	City Manager	Information Technology	Human Resources	Financial Services	Police
General Fund	625,627	944,706	589,473	2,069,489	1,703,637	-	735,099	2,352,700	27,728,608
Traffic Congestion Relief	-	-	-	-	-	-	-	-	-
State Gas Tax	-	-	-	-	-	-	-	-	-
Storm Drain Improvement	-	-	-	-	-	-	-	-	-
St. Landscaping & Lighting	-	-	-	-	-	-	-	-	-
Local Transportation Tax	-	-	-	-	-	-	-	-	-
Proposition A	-	-	-	-	-	-	-	-	-
Proposition C	-	-	-	-	-	-	-	-	-
Transit	-	-	-	-	-	-	-	-	-
Air Quality Improvement	-	-	-	-	-	-	-	-	-
Intergovernmental Grants	-	-	-	-	-	-	-	-	198,951
South Bay Youth Project	-	-	-	-	-	-	-	-	-
Comm. Develop. Block Grant	-	-	-	-	-	-	-	-	-
Workforce Investment Act	-	-	-	-	-	-	-	-	-
Housing Authority	-	-	-	-	-	-	-	-	-
Parks & Recreation Facilities	-	-	-	-	-	-	-	-	-
Narcotic Forfeiture & Seizure	-	-	-	-	-	-	-	-	64,890
Subdivision Park Trust	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Harbor Tidelands	17,054	-	-	87,827	-	-	-	-	-
Harbor Uplands	8,395	-	-	94,520	-	-	-	-	1,996,296
Solid Waste	-	-	-	-	-	-	-	-	-
Wastewater	-	-	-	-	-	-	-	-	-
Self-Insurance Program	-	-	-	-	-	-	3,478,768	-	-
Vehicle Replacement	-	-	-	-	-	-	-	-	-
Building Occupancy	-	-	-	-	-	-	-	-	-
Information Technology	-	-	-	-	-	2,592,937	-	-	-
Printing & Graphics	-	-	-	-	-	-	-	305,206	-
Emergency Communications	-	-	-	-	-	-	-	-	2,033,535
Redevelopment Agency	14,190	-	-	129,989	171,175	-	-	100,148	148,044
Department Total	665,266	944,706	589,473	2,381,825	1,874,812	2,592,937	4,213,867	2,758,054	32,170,324

**Note:**

Each of the above departments includes costs for personnel, maintenance and operations, internal service charges, overhead and capital outlay. While personnel, maintenance and operations and capital outlay are external expenditures, internal charges represent costs incurred by one department which, in turn, are charged to others. For example, the amount paid for liability and workers' compensation insurance is an external expense to Human Resources and an internal allocation to other departments. Therefore, if you sum expenditures of all departments above to derive the City Budget, you would double count those expenses booked to one department and allocated to another. An adjustment must be made to correctly report the City budget by eliminating those expenses which would be doubled. Redevelopment Agency (RDA) expenditures also must be eliminated from the totals, as the RDA is an agency separate from the City.

APPROPRIATIONS SUMMARY BY DEPARTMENT / BY FUND  
FISCAL YEAR 2008-2009

Fire	Public Library	Recreation & Comm Svcs	Planning	Engineering & Bldg Svcs	Harb, Business & Transit	Public Works	Capital Imp Projects	For Total City*	Total City
13,324,224	3,826,693	6,025,754	1,448,976	3,841,718	316,581	3,779,136	-	(11,038,851)	58,273,570
-	-	-	-	-	-	-	50,000	-	50,000
-	-	-	-	-	-	1,475,849	-	-	1,475,849
-	-	-	-	-	-	-	53,000	-	53,000
-	-	-	-	101,577	-	2,504,512	-	-	2,606,089
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	1,275,000	-	1,275,000
-	-	-	-	-	3,010,529	-	-	-	3,010,529
-	-	-	-	-	48,458	-	-	-	48,458
48,000	-	-	-	-	-	71,058	1,968,670	-	2,286,679
-	-	-	-	-	-	-	-	-	-
-	-	481,725	-	-	-	-	-	-	481,725
-	-	-	-	-	-	-	-	-	-
-	-	5,582,531	-	-	-	-	-	-	5,582,531
-	-	-	-	-	-	-	50,000	-	50,000
-	-	-	-	-	-	-	-	-	64,890
-	-	-	-	-	-	-	65,000	-	65,000
-	-	-	-	118,325	-	-	3,305,191	-	3,423,516
1,568,607	-	384,872	-	6,071	1,004,655	2,233,035	300,000	-	5,602,121
-	-	-	-	4,900	858,057	2,399,180	200,000	-	5,561,348
225,868	-	-	-	-	-	3,237,653	-	-	3,463,521
-	-	-	-	1,279,757	-	874,596	1,450,000	(8,607)	3,595,746
-	-	-	-	-	-	-	-	(2,404,921)	1,073,847
-	-	-	-	-	-	2,566,599	-	(3,231,911)	(665,312)
-	-	-	-	-	-	2,560,250	-	(2,368,678)	191,572
-	-	-	-	-	-	-	-	(1,357,079)	1,235,858
-	-	-	-	-	-	-	-	(250,237)	54,969
-	-	-	-	-	-	-	-	-	2,033,535
-	-	727,872	-	-	408,838	-	-	(1,700,256)	-
15,166,699	3,826,693	13,202,754	1,448,976	5,352,348	5,647,118	21,701,868	8,716,861	(22,360,540)	100,894,041

APPROPRIATIONS SUMMARY BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Department</i>	<b>Personnel</b>	<b>Maintenance &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Total</b> <sup>1</sup>
Mayor and City Council	335,684	203,833	125,749	-	665,266
City Clerk	582,924	361,782	-	-	944,706
City Treasurer	441,178	148,295	-	-	589,473
City Attorney	1,644,535	528,101	209,189	-	2,381,825
City Manager	953,546	896,527	24,739	-	1,874,812
Information Technology	908,135	1,248,350	-	436,452	2,592,937
Human Resources	595,122	3,618,745	-	-	4,213,867
Financial Services	1,752,758	986,226	19,070	-	2,758,054
Police	22,161,306	1,266,540	8,742,478	-	32,170,324
Fire	11,851,753	454,571	2,860,375	-	15,166,699
Public Library	2,039,960	543,680	1,243,053	-	3,826,693
Recreation & Community Svcs	3,727,723	6,705,518	2,719,513	50,000	13,202,754
Planning	1,157,531	55,976	235,469	-	1,448,976
Engineering & Building Svcs	3,316,685	1,476,424	559,239	-	5,352,348
Harbor, Business & Transit	1,048,231	4,147,597	451,290	-	5,647,118
Public Works	8,597,407	8,443,680	3,665,781	995,000	21,701,868
<b>Total Before Adjustments</b>	<b>61,114,478</b>	<b>31,085,845</b>	<b>20,855,945</b>	<b>1,481,452</b>	<b>114,537,720</b>
<b>Less: Internal Svc Funds/Overhead</b>	(31,926)	-	(20,628,358)	-	(20,660,284) <sup>2</sup>
<b>Redevelopment Admin.</b>	(715,140)	(757,529)	(227,587)	-	(1,700,256)
<b>Total Operating</b>	<b>60,367,412</b>	<b>30,328,316</b>	<b>-</b>	<b>1,481,452</b>	<b>92,177,180</b> <sup>2</sup>
<b>Capital Improvements</b>	-	-	-	8,716,861	8,716,861
<b>Total City</b>	<b>60,367,412</b>	<b>30,328,316</b>	<b>-</b>	<b>10,198,313</b>	<b>100,894,041</b> <sup>2</sup>
<b>Total Redevelopment Agency</b>	<b>624,985</b>	<b>6,424,066</b>	<b>227,587</b>	-	<b>7,276,638</b>

Notes:

- 1) Excludes transfers out.
- 2) The appropriations in the Information Technology, Human Resources, Financial Services, Police and Public Works Departments include Internal Service Fund and overhead expenditures. These expenditures are reversed out in the adjustment for Internal Service Funds/Overhead so they are not double counted in the "Total Operating" and "Total City" amounts.

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<i>General Fund</i>							
Mayor & City Council	Mayor & City Council	306,459	203,833	115,335	-	-	625,627
City Clerk Administration	City Clerk	559,204	101,472	-	-	-	660,676
City Clerk Elections	City Clerk	23,720	260,310	-	-	-	284,030
City Treasurer	City Treasurer	441,178	148,295	-	-	-	589,473
General Legal Administration	City Attorney	778,809	322,252	120,035	-	-	1,221,096
Prosecution	City Attorney	708,492	64,166	75,735	-	-	848,393
City Manager	City Manager	807,110	896,527	-	-	-	1,703,637
Employee Relations	Human Resources	427,033	308,066	-	-	-	735,099
Financial Services	Financial Services	1,481,344	871,356	-	-	-	2,352,700
Police Administration	Police	1,091,871	74,980	-	-	-	1,166,851
Patrol	Police	11,401,648	357,157	5,312,992	-	-	17,071,797
Investigations	Police	3,415,775	168,240	1,398,832	-	-	4,982,847
Management Services	Police	1,309,452	114,060	616,191	-	-	2,039,703
Administrative Services	Police	1,367,902	252,380	847,128	-	-	2,467,410
Fire Administration	Fire	232,519	49,680	-	-	-	282,199
Fire Prevention	Fire	689,074	14,981	367,604	-	-	1,071,659
Fire Operations	Fire	9,028,886	194,690	1,829,880	-	-	11,053,456
Fire Special Services	Fire	638,558	43,150	235,202	-	-	916,910
Public Library	Public Library	2,039,960	543,680	1,243,053	-	-	3,826,693
Rec & Comm Svcs Administration	Rec. & Comm. Svcs	447,260	34,210	-	-	-	481,470
Recreation Services	Rec. & Comm. Svcs	1,164,770	742,482	1,258,258	-	-	3,165,510
Cultural and Performing Arts	Rec. & Comm. Svcs	714,226	127,710	894,409	50,000	-	1,786,345
Senior Services	Rec. & Comm. Svcs	281,569	79,020	231,840	-	-	592,429
Planning Services	Planning	968,791	49,400	162,564	-	-	1,180,755
Code Enforcement	Planning	188,740	6,576	72,905	-	-	268,221
Engineering Services	Eng. & Building Svcs	1,372,970	319,484	282,240	-	-	1,974,694
Building Services	Eng. & Building Svcs	1,550,490	46,591	269,943	-	-	1,867,024
Business	Harbor, Bus. & Transit	102,495	166,583	33,346	-	-	302,424
Transit	Harbor, Bus. & Transit	2,659	8,270	3,228	-	-	14,157
Public Works Administration	Public Works	182,617	19,630	-	-	-	202,247
Sewer/Storm Drain Maintenance	Public Works	91,334	39,800	78,244	-	-	209,378
Street Maintenance	Public Works	491,173	10,652	329,479	-	-	831,304
Parks Maintenance	Public Works	1,472,614	448,248	615,345	-	-	2,536,207
<b>Total General Fund</b>		<b>45,780,702</b>	<b>7,087,931</b>	<b>16,393,788</b>	<b>50,000</b>	<b>-</b>	<b>69,312,421</b>

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b><i>Traffic Congestion Relief Fund</i></b>							
Residential Street Rehab	Capital Improvements	-	-	-	-	50,000	50,000
<b>Total Traffic Congestion Relief Fund</b>		-	-	-	-	50,000	50,000
<b><i>State Gas Tax Fund</i></b>							
Street Maintenance	Public Works	629,685	342,370	503,794	-	-	1,475,849
<b>Total State Gas Tax Fund</b>		629,685	342,370	503,794	-	-	1,475,849
<b><i>Storm Drain Improvement Fund</i></b>							
Low Flow Div - Sapphire Storm Drain	Capital Improvements	-	-	-	-	53,000	53,000
<b>Total Storm Drain Improvement Fund</b>		-	-	-	-	53,000	53,000
<b><i>St Landscaping &amp; Lighting Fund</i></b>							
Engineering Services	Eng. & Building Svcs.	72,192	23,500	5,885	-	-	101,577
Public Works Administration	Public Works	41,689	-	8,447	-	-	50,136
Street Maintenance	Public Works	319,784	977,909	165,025	-	-	1,462,718
Parks Maintenance	Public Works	551,805	281,231	158,622	-	-	991,658
<b>Total St Landscaping &amp; Lighting Fund</b>		985,470	1,282,640	337,979	-	-	2,606,089

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b><i>Proposition C Fund</i></b>							
Catalina/Harbor Advd Traf Sig Mgmt	Capital Improvements	-	-	-	-	370,000	370,000
No Redondo Bikeway Light&Amenities	Capital Improvements	-	-	-	-	75,000	75,000
Bicycle Transp Plan Implementation	Capital Improvements	-	-	-	-	30,000	30,000
Rb Ave - Marine Ave To Mbb	Capital Improvements	-	-	-	-	800,000	800,000
<b>Total Proposition C Fund</b>		-	-	-	-	<b>1,275,000</b>	<b>1,275,000</b>
<b><i>Transit Fund</i></b>							
Transit	Harbor, Bus. & Transit	304,656	2,428,880	276,993	-	-	3,010,529
<b>Total Transit Fund</b>		<b>304,656</b>	<b>2,428,880</b>	<b>276,993</b>	-	-	<b>3,010,529</b>
<b><i>Air Quality Improvement Fund</i></b>							
Transit	Harbor, Bus. & Transit	15,976	28,650	3,832	-	-	48,458
<b>Total Air Quality Improvement Fund</b>		<b>15,976</b>	<b>28,650</b>	<b>3,832</b>	-	-	<b>48,458</b>
<b><i>Intergovernmental Grants Fund</i></b>							
Police Administration	Police	-	-	-	-	-	-
Patrol	Police	64,000	-	-	-	-	64,000
Investigations	Police	134,111	840	-	-	-	134,951
Fire Operations	Fire	-	48,000	-	-	-	48,000
Parks Maintenance	Public Works	71,058	-	-	-	-	71,058
Esplanade Streetscape Improvements	Capital Improvements	-	-	-	-	1,416,450	1,416,450
Anderson Park Improvement Project	Capital Improvements	-	-	-	-	30,000	30,000
School Safety Zone Program	Capital Improvements	-	-	-	-	185,220	185,220
No Redondo Bikeway Light&Amenities	Capital Improvements	-	-	-	-	100,000	100,000
Low Flow Div - Sapphire Storm Drain	Capital Improvements	-	-	-	-	202,000	202,000
<b>Total Intergovernmental Grants Fund</b>		<b>269,169</b>	<b>48,840</b>	-	-	<b>1,933,670</b>	<b>2,251,679</b>
<b>Check</b>							
<b><i>South Bay Youth Project Fund</i></b>							
South Bay Youth Project	Rec. & Comm. Svcs	-	-	-	-	-	-
<b>Total South Bay Youth Project Fund</b>		-	-	-	-	-	-

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b><i>Community Development Block Grant (CDBG) Fund</i></b>							
Comm Dev Block Grant	Rec. & Comm. Svcs	296,305	103,475	81,945	-	-	481,725
<b>Total Comm Dev Block Grant (CDBG) Fund</b>		<b>296,305</b>	<b>103,475</b>	<b>81,945</b>	<b>-</b>	<b>-</b>	<b>481,725</b>
<b><i>Workforce Investment Act (WIA) Fund</i></b>							
Workforce Investment Act	Rec. & Comm. Svcs	-	-	-	-	-	-
<b>Total Workforce Investment Act (WIA) Fund</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><i>Housing Authority Fund</i></b>							
Housing Authority	Rec. & Comm. Svcs	399,300	5,074,106	109,125	-	-	5,582,531
<b>Total Housing Authority Fund</b>		<b>399,300</b>	<b>5,074,106</b>	<b>109,125</b>	<b>-</b>	<b>-</b>	<b>5,582,531</b>
<b><i>Parks &amp; Recreation Facilities Fund</i></b>							
Anderson Park Improvement Project	Capital Improvements	-	-	-	-	50,000	50,000
<b>Total Parks &amp; Recreation Facilities Fund</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>50,000</b>
<b><i>Narcotic Forfeiture &amp; Seizure Fund</i></b>							
Police Administration	Police	-	31,000	-	-	-	31,000
Patrol	Police	-	19,990	-	-	-	19,990
Investigations	Police	-	3,440	-	-	-	3,440
Administrative Services	Police	-	10,460	-	-	-	10,460
<b>Total Narcotic Forfeiture &amp; Seizure Fund</b>		<b>-</b>	<b>64,890</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>64,890</b>

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b><i>Subdivision Park Trust Fund</i></b>							
Anderson Park Improvement Project	Capital Improvements	-	-	-	-	65,000	65,000
<b>Total Subdivision Park Trust Fund</b>		-	-	-	-	65,000	65,000
<b><i>Capital Projects Fund</i></b>							
Engineering Services	Eng. & Building Svcs.	118,325	-	-	-	-	118,325
Public Art	Capital Improvements	-	-	-	-	46,561	46,561
Path Of History	Capital Improvements	-	-	-	-	8,000	8,000
North Branch Library&Hayward Center	Capital Improvements	-	-	-	-	900,000	900,000
Shooting Range Bullet Trap	Capital Improvements	-	-	-	-	87,000	87,000
Rec & Comm Services Facilities	Capital Improvements	-	-	-	-	480,000	480,000
Veterans Park Memorial	Capital Improvements	-	-	-	-	50,000	50,000
Anderson Park Improvement Project	Capital Improvements	-	-	-	-	21,000	21,000
Pavement&Sidewalk Repairs	Capital Improvements	-	-	-	-	150,000	150,000
Residential Street Rehab	Capital Improvements	-	-	-	-	500,000	500,000
Esplanade Streetscape Improvements	Capital Improvements	-	-	-	-	233,550	233,550
Traffic Calming Project	Capital Improvements	-	-	-	-	24,000	24,000
School Safety Zone Program	Capital Improvements	-	-	-	-	20,580	20,580
Catalina/Harbor Advd Traf Sig Mgmt	Capital Improvements	-	-	-	-	47,500	47,500
Torrance Blvd Streetscape Improv	Capital Improvements	-	-	-	-	87,000	87,000
Riviera Village Improvements	Capital Improvements	-	-	-	-	100,000	100,000
Storm Drain CMP Replacement	Capital Improvements	-	-	-	-	200,000	200,000
Low Flow Div - Sapphire Storm Drain	Capital Improvements	-	-	-	-	350,000	350,000
<b>Total Capital Projects Fund</b>		118,325	-	-	-	3,305,191	3,423,516

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b><i>Harbor Tidelands Fund</i></b>							
Mayor & City Council	Mayor & City Council	15,172	-	1,882	-	-	17,054
General Legal Administration	City Attorney	44,765	39,495	3,567	-	-	87,827
Fire Operations	Fire	1,124,472	92,910	351,225	-	-	1,568,607
Recreation Services	Rec. & Comm. Svcs	203,089	100,670	81,113	-	-	384,872
Engineering Services	Eng & Building Svcs	4,900	-	1,171	-	-	6,071
Harbor	Harbor, Bus. & Transit	214,869	755,190	34,596	-	-	1,004,655
Harbor/Pier Maintenance	Public Works	992,154	554,790	686,091	-	-	2,233,035
Pier Revitalization	Capital Improvements	-	-	-	-	300,000	300,000
<b>Total Harbor Tidelands Fund</b>		<b>2,599,421</b>	<b>1,543,055</b>	<b>1,159,645</b>	<b>-</b>	<b>300,000</b>	<b>5,602,121</b>
<b><i>Harbor Uplands Fund</i></b>							
Mayor & City Council	Mayor & City Council	8,056	-	339	-	-	8,395
General Legal Administration	City Attorney	44,765	46,188	3,567	-	-	94,520
Patrol	Police	1,156,804	9,310	378,437	-	-	1,544,551
Investigations	Police	214,898	-	104,573	-	-	319,471
Administrative Services	Police	87,993	-	44,281	-	-	132,274
Engineering Services	Eng & Building Svcs	4,900	-	-	-	-	4,900
Harbor	Harbor, Bus. & Transit	214,855	610,340	32,862	-	-	858,057
Harbor/Pier Maintenance	Public Works	1,144,553	550,720	703,907	-	-	2,399,180
Pier Revitalization	Capital Improvements	-	-	-	-	200,000	200,000
<b>Total Harbor Uplands Fund</b>		<b>2,876,824</b>	<b>1,216,558</b>	<b>1,267,966</b>	<b>-</b>	<b>200,000</b>	<b>5,561,348</b>

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b><i>Solid Waste Fund</i></b>							
Fire Prevention	Fire	138,244	11,160	76,464	-	-	225,868
Public Works Administration	Public Works	79,884	12,000	12,134	-	-	104,018
Solid Waste/Recycling	Public Works	322,021	2,618,218	193,396	-	-	3,133,635
<b>Total Solid Waste Fund</b>		<b>540,149</b>	<b>2,641,378</b>	<b>281,994</b>	<b>-</b>	<b>-</b>	<b>3,463,521</b>
<b><i>Wastewater Fund</i></b>							
Engineering Services	Eng. & Building Svcs.	192,908	1,086,849	-	-	-	1,279,757
Public Works Administration	Public Works	65,740	-	19,818	-	-	85,558
Sewer/Storm Drain Maintenance	Public Works	455,489	142,070	191,479	-	-	789,038
Sanitary Sewers Facilities Rehab	Capital Improvements	-	-	-	-	750,000	750,000
Sanitary Sewer Station Rehab	Capital Improvements	-	-	-	-	500,000	500,000
Sewer Pump Station Prevent Maint	Capital Improvements	-	-	-	-	200,000	200,000
<b>Total Wastewater Fund</b>		<b>714,137</b>	<b>1,228,919</b>	<b>211,297</b>	<b>-</b>	<b>1,450,000</b>	<b>3,604,353</b>
<b><i>Self-Insurance Program Fund</i></b>							
Risk Management	Human Resources	168,089	3,310,679	-	-	-	3,478,768
<b>Total Self-Insurance Program Fund</b>		<b>168,089</b>	<b>3,310,679</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,478,768</b>
<b><i>Vehicle Replacement Fund</i></b>							
Fleet Services	Public Works	445,049	1,126,550	-	995,000	-	2,566,599
<b>Total Vehicle Replacement Fund</b>		<b>445,049</b>	<b>1,126,550</b>	<b>-</b>	<b>995,000</b>	<b>-</b>	<b>2,566,599</b>
<b><i>Building Occupancy Fund</i></b>							
Building Occupancy	Public Works	1,240,758	1,319,492	-	-	-	2,560,250
<b>Total Building Occupancy Fund</b>		<b>1,240,758</b>	<b>1,319,492</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,560,250</b>

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Program</i>	<b>Department</b>	<b>Personnel</b>	<b>Maint. &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Capital Improv.</b>	<b>Total</b>
<b><i>Information Technology Fund</i></b>							
Information Technology	Information Technology	908,135	1,248,350	-	436,452	-	2,592,937
<b>Total Information Technology Fund</b>		<b>908,135</b>	<b>1,248,350</b>	<b>-</b>	<b>436,452</b>	<b>-</b>	<b>2,592,937</b>
<b><i>Printing &amp; Graphics Fund</i></b>							
Printing & Graphics	Financial Services	190,336	114,870	-	-	-	305,206
<b>Total Printing &amp; Graphics Fund</b>		<b>190,336</b>	<b>114,870</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>305,206</b>
<b><i>Emergency Communications Fund</i></b>							
Police	Police	1,916,852	116,683	-	-	-	2,033,535
<b>Total Emergency Communications Fund</b>		<b>1,916,852</b>	<b>116,683</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,033,535</b>
Less Internal Service Funds / Overhead		(31,926)	-	(20,628,358)	-	-	(20,660,284)
<b>TOTAL CITY</b>		<b>60,367,412</b>	<b>30,328,316</b>	<b>-</b>	<b>1,481,452</b>	<b>8,681,861</b>	<b>100,859,041</b>
<b><i>Redevelopment Agency</i></b>							
Mayor and City Council	Mayor & City Council	5,997	-	8,193	-	-	14,190
General Legal Administration	City Attorney	67,704	56,000	6,285	-	-	129,989
City Manager	City Manager	146,436	-	24,739	-	-	171,175
Financial Services	Financial Services	81,078	-	19,070	-	-	100,148
Patrol	Police	-	108,000	40,044	-	-	148,044
Housing Authority	Rec. & Comm. Svcs	90,155	10,000	27,845	-	-	128,000
Comm Dev Block Grant	Rec. & Comm. Svcs	131,049	433,845	34,978	-	-	599,872
Business	Harbor, Bus. & Transit	192,721	149,684	66,433	-	-	408,838
<b>Total Redevelopment Agency</b>		<b>715,140</b>	<b>757,529</b>	<b>227,587</b>	<b>-</b>	<b>-</b>	<b>1,700,256</b>

FIVE-YEAR OVERVIEW OF DEPARTMENTAL APPROPRIATIONS  
FISCAL YEARS 2004-2005 TO 2008-2009

<i>Department</i>	<b>Actual 2004-05</b> <sup>1</sup>	<b>Actual 2005-06</b> <sup>1</sup>	<b>Actual 2006-07</b> <sup>1</sup>	<b>Midyear 2007-08</b> <sup>1</sup>	<b>Adopted 2008-09</b> <sup>1</sup>
Mayor and City Council	433,730	584,512	635,283	754,208	665,266
City Clerk	933,498	752,046	919,366	750,817	944,706
City Treasurer	989,066	758,828	774,063	513,120	589,473
City Attorney	1,469,665	2,018,913	1,910,509	2,490,027	2,381,825
City Manager	1,460,530	1,830,888	1,936,423	2,267,882	1,874,812
Information Technology	1,692,450 <sup>2</sup>	2,053,248 <sup>2</sup>	3,058,277 <sup>2</sup>	3,287,998 <sup>2</sup>	2,592,937 <sup>2</sup>
Human Resources	7,937,668 <sup>2</sup>	6,136,066 <sup>2</sup>	6,049,472 <sup>2</sup>	4,671,659 <sup>2</sup>	4,213,867 <sup>2</sup>
Financial Services	1,790,143 <sup>2</sup>	2,198,377 <sup>2</sup>	2,311,766 <sup>2</sup>	2,549,787 <sup>2</sup>	2,758,054 <sup>2</sup>
Police	22,466,602	25,407,753	30,266,022 <sup>2</sup>	33,839,909 <sup>2</sup>	32,170,324 <sup>2</sup>
Fire	11,835,239	13,437,315	15,060,436	15,177,254	15,166,699
Public Library	3,149,712	3,644,814	3,788,370	3,915,283	3,826,693
Recreation and Community Services	11,580,360	12,798,675	13,274,931	14,190,381	13,202,754
Planning	1,207,646	1,699,840	1,498,544	1,869,499	1,448,976
Engineering and Building Services	2,931,079	3,878,464	4,124,142	4,984,985	5,352,348
Harbor, Business and Transit	4,734,655	4,425,021	5,920,570	6,617,329	5,647,118
Public Works	15,256,182 <sup>2</sup>	18,249,289 <sup>2</sup>	19,522,509 <sup>2</sup>	21,007,297 <sup>2</sup>	21,701,868 <sup>2</sup>
<b>Total Before Adjustments</b>	<b>89,868,225</b> <sup>2</sup>	<b>99,874,049</b> <sup>2</sup>	<b>111,050,683</b> <sup>2</sup>	<b>118,887,435</b> <sup>2</sup>	<b>114,537,720</b> <sup>2</sup>
<b>Less: Internal Svcs Funds/Overhead</b>	<b>(9,417,410)</b> <sup>2</sup>	<b>(15,387,670)</b> <sup>2</sup>	<b>(21,153,461)</b> <sup>2</sup>	<b>(21,158,936)</b> <sup>2</sup>	<b>(20,660,284)</b> <sup>2</sup>
<b>Redevelopment Admin.</b>	<b>(1,734,966)</b>	<b>(976,385)</b>	<b>(926,735)</b>	<b>(1,405,313)</b>	<b>(1,700,256)</b>
<b>Total Operating</b>	<b>78,715,849</b> <sup>2</sup>	<b>83,509,994</b> <sup>2</sup>	<b>88,970,487</b> <sup>2</sup>	<b>96,323,186</b> <sup>2</sup>	<b>92,177,180</b> <sup>2</sup>
<b>Capital Improvements</b>	<b>10,906,226</b>	<b>4,245,957</b>	<b>3,438,210</b>	<b>33,391,480</b>	<b>8,716,861</b>
<b>Total City</b>	<b>89,622,075</b> <sup>2</sup>	<b>87,755,951</b> <sup>2</sup>	<b>92,408,697</b> <sup>2</sup>	<b>129,714,666</b> <sup>2</sup>	<b>100,894,041</b> <sup>2</sup>
<b>Total Redevelopment Agency</b>	<b>4,764,075</b>	<b>6,271,700</b>	<b>6,632,874</b>	<b>7,601,658</b>	<b>7,276,638</b>

Notes:

- 1) Excludes transfers out.
- 2) The appropriations in the Information Technology, Human Resources, Financial Services, Police and Public Works Departments include Internal Service Fund and overhead expenditures. These expenditures are reversed out in the adjustment for Internal Service Funds/Overhead so they are not double counted in the "Total Operating" and "Total City" amounts.

FIVE-YEAR OVERVIEW OF APPROPRIATIONS BY FUND  
FISCAL YEARS 2004-2005 TO 2008-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
General	52,035,887	60,123,575	64,084,172	70,577,145	69,312,421
Traffic Congestion Relief	-	-	-	790,000	50,000
State Gas Tax	922,341	1,110,178	1,236,430	1,502,007	1,475,849
Storm Drain Improvement	-	2,413	11,197	481,493	53,000
Street Landscaping and Lighting	1,673,169	1,805,666	2,145,989	2,466,725	2,606,089
Local Transportation Tax	-	-	341	159,659	-
Proposition C	590,096	796,466	627,445	2,837,503	1,275,000
Transit	1,887,798	1,998,073	2,327,526	2,785,638	3,010,529
Air Quality Improvement	36,330	37,267	245,916	49,320	48,458
Intergovernmental Grants	2,760,413	1,361,707	3,333,214	6,087,863	2,286,679
South Bay Youth Project	769,315	883,123	873,210	925,780	-
Comm Develop Block Grant	356,506	615,581	653,144	1,156,593	481,725
Workforce Investment Act	564,801	886,505	784,707	720,956	-
Housing Authority	4,843,597	4,693,347	5,005,186	5,143,789	5,582,531
Parks and Recreation Facilities	2,651	30,000	10,605	633,555	50,000
Narcotic Forfeiture and Seizure	10,251	7,339	124,144	248,847	64,890
Subdivision Park Trust	-	256,006	62,149	1,150,785	65,000
Disaster Recovery Fund	119,840	21,854	43,571	-	-
Capital Projects	6,312,751	1,338,681	1,839,803	10,867,765	3,423,516
Harbor Tidelands	5,142,987	4,447,965	4,684,964	8,508,542	5,602,121
Harbor Uplands	4,071,681	4,466,238	4,503,159	8,372,085	5,561,348
Solid Waste	3,001,524	3,225,121	3,493,853	3,419,387	3,463,521
Wastewater	1,347,621	2,684,548	2,126,936	5,741,981	3,604,353
Self-Insurance Program	6,706,629	5,031,640	4,852,499	3,534,166	3,478,768
Vehicle Replacement	1,827,617	2,465,945	2,173,287	2,867,942	2,566,599
Building Occupancy	2,154,191	2,323,342	2,719,478	2,874,286	2,560,250
Information Technology	1,648,804	2,039,674	3,058,276	3,287,997	2,592,937
Printing and Graphics	252,685	319,868	360,398	403,181	305,206
Emergency Communications	-	171,499	2,180,559	3,278,612	2,033,535
<b>Total Before Adjustments</b>	<b>99,039,485</b>	<b>103,143,621</b>	<b>113,562,158</b>	<b>150,873,602</b>	<b>121,554,325</b>
Less: Internal Svc Funds/Overhead	9,417,410	15,387,670	21,153,461	21,158,936	20,660,284
<b>Total City</b>	<b>89,622,075</b>	<b>87,755,951</b>	<b>92,408,697</b>	<b>129,714,666</b>	<b>100,894,041</b>
Redevelopment Agency	4,764,075	6,271,700	6,632,874	7,601,658	7,276,638
<b>Grand Total</b>	<b>94,386,150</b>	<b>94,027,651</b>	<b>99,041,571</b>	<b>137,316,324</b>	<b>108,170,679</b>

HARBOR ENTERPRISE FUNDS SUMMARY  
BY DEPARTMENT/BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Harbor Funds</i>	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total
<b><i>Harbor Tidelands:</i></b>					
<b>Department</b>					
Mayor & City Council	15,172	-	1,882	-	17,054
City Attorney	44,765	39,495	3,567	-	87,827
Fire	1,124,472	92,910	351,225	-	1,568,607
Recreation & Community Services	203,089	100,670	81,113	-	384,872
Engineering & Building Services	4,900	-	1,171	-	6,071
Harbor, Business & Transit	214,869	755,190	34,596	-	1,004,655
Public Works	992,154	554,790	686,091	-	2,233,035
<b>Total Operating</b>	<b>2,599,421</b>	<b>1,543,055</b>	<b>1,159,645</b>	-	<b>5,302,121</b>
<b>Capital Improvements</b>	-	-	-	<b>300,000</b>	<b>300,000</b>
<b>Total Harbor Tidelands Fund</b>	<b>2,599,421</b>	<b>1,543,055</b>	<b>1,159,645</b>	<b>300,000</b>	<b>5,602,121</b>
<b><i>Harbor Uplands:</i></b>					
<b>Department</b>					
Mayor & City Council	8,056	-	339	-	8,395
City Attorney	44,765	46,188	3,567	-	94,520
Police	1,459,695	9,310	527,291	-	1,996,296
Engineering & Building Services	4,900	-	-	-	4,900
Harbor, Business & Transit	214,855	610,340	32,862	-	858,057
Public Works	1,144,553	550,720	703,907	-	2,399,180
<b>Total Operating</b>	<b>2,876,824</b>	<b>1,216,558</b>	<b>1,267,966</b>	-	<b>5,361,348</b>
<b>Capital Improvements</b>	-	-	-	<b>200,000</b>	<b>200,000</b>
<b>Total Harbor Uplands Fund</b>	<b>2,876,824</b>	<b>1,216,558</b>	<b>1,267,966</b>	<b>200,000</b>	<b>5,561,348</b>
<b><i>Total Harbor Enterprise:</i></b>					
<b>Department</b>					
Mayor & City Council	23,228	-	2,221	-	25,449
City Attorney	89,530	85,683	7,134	-	182,347
Police	1,459,695	9,310	527,291	-	1,996,296
Fire	1,124,472	92,910	351,225	-	1,568,607
Recreation & Community Svcs.	203,089	100,670	81,113	-	384,872
Engineering & Building Services	9,800	-	1,171	-	10,971
Harbor, Business & Transit	429,724	1,365,530	67,458	-	1,862,712
Public Works	2,136,707	1,105,510	1,389,998	-	4,632,215
<b>Total Operating</b>	<b>5,476,245</b>	<b>2,759,613</b>	<b>2,427,611</b>	-	<b>10,663,469</b>
<b>Capital Improvements</b>	-	-	-	<b>500,000</b>	<b>500,000</b>
<b>Total Harbor Enterprise Funds</b>	<b>5,476,245</b>	<b>2,759,613</b>	<b>2,427,611</b>	<b>500,000</b>	<b>11,163,469</b>

**SOLID WASTE ENTERPRISE FUND SUMMARY**  
**BY DEPARTMENT/BY EXPENDITURE TYPE**  
**FISCAL YEAR 2008-2009**

<i>Solid Waste Fund</i>	<b>Personnel</b>	<b>Maintenance &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Total</b>
<b>Department</b>					
Fire	138,244	11,160	76,464	-	<b>225,868</b>
Public Works	401,905	2,630,218	205,530	-	<b>3,237,653</b>
<b>Total Operating</b>	<b>540,149</b>	<b>2,641,378</b>	<b>281,994</b>	-	<b>3,463,521</b>
<b>Capital Improvements</b>	-	-	-	-	-
<b>Total Solid Waste Fund</b>	<b>540,149</b>	<b>2,641,378</b>	<b>281,994</b>	-	<b>3,463,521</b>

**WASTEWATER ENTERPRISE FUND SUMMARY**  
**BY DEPARTMENT/BY EXPENDITURE TYPE**  
**FISCAL YEAR 2008-2009**

<i>Wastewater Fund</i>	<b>Personnel</b>	<b>Maintenance &amp; Operations</b>	<b>Internal Service</b>	<b>Capital Outlay</b>	<b>Total</b>
<b>Department</b>					
Engineering & Building Services	192,908	1,086,849	-	-	<b>1,279,757</b>
Public Works	521,229	142,070	211,297	-	<b>874,596</b>
<b>Total Operating</b>	<b>714,137</b>	<b>1,228,919</b>	<b>211,297</b>	-	<b>2,154,353</b>
<b>Capital Improvements</b>	-	-	-	<b>1,450,000</b>	<b>1,450,000</b>
<b>Total Wastewater Fund</b>	<b>714,137</b>	<b>1,228,919</b>	<b>211,297</b>	<b>1,450,000</b>	<b>3,604,353</b>

CITYWIDE ALLOCATED COSTS  
BY DEPARTMENT/BY ALLOCATION TYPE  
FISCAL YEAR 2008-2009

<i>Department</i>	<b>Unemp- loyment</b>	<b>Vehicle Maint.</b>	<b>Vehicle Replac.</b>	<b>IT Maint.</b>	<b>IT Replac.</b>	<b>Comm. Equip. Replac.</b>	<b>Emergency Comm.</b>	<b>Workers' Comp.</b>
Mayor and City Council	455	-	-	30,162	-	-	-	1,929
City Clerk	325	-	-	-	-	-	-	-
City Treasurer	195	-	-	-	-	-	-	-
City Attorney	585	-	-	61,310	-	-	-	15,448
City Manager	455	-	-	-	-	-	-	1,430
Information Technology	461	-	-	-	-	-	-	-
Human Resources	325	-	-	-	-	-	-	-
Financial Services	1,099	-	-	-	-	-	-	786
Police	10,660	726,835	309,349	384,693	-	-	-	644,116
Fire	4,550	389,020	374,793	95,309	-	-	-	143,518
Public Library	1,105	-	-	297,852	55,301	-	-	16,163
Rec & Comm Services	2,210	9,159	11,964	124,455	-	-	-	20,287
Planning	619	9,263	6,973	65,641	-	-	-	14,475
Eng and Building Services	1,656	46,012	20,939	127,180	8,370	-	-	29,837
Harbor, Business and Transit	585	126,346	51,329	46,572	-	-	-	9,410
Public Works	6,825	786,407	363,522	68,301	-	-	-	146,726
<b>Total Allocated Costs</b>	<b>32,110</b>	<b>2,093,042</b>	<b>1,138,869</b>	<b>1,301,475</b>	<b>63,671</b>	<b>-</b>	<b>-</b>	<b>1,044,125</b>

**Allocation Bases:**

Unemployment Insurance

Flat cost per employee in each user department

Vehicle Maintenance

Historical records of the maintenance costs for the vehicle(s) utilized by each user department

Vehicle Replacement

Estimated future replacement value of the vehicle(s) utilized by each user department

Information Technology Maintenance

Number of computers and telephones residing in each user department

Information Technology Replacement

Estimated future replacement value of the equipment utilized by each user department

Communications Equipment Replacement

Estimated future replacement value of the equipment utilized by each user department

Emergency Communications

Number and time length of calls for service together with the minimum dispatch staffing for each user department

Workers' Compensation

Combination of rate applied to user department wages and average claims of each user department

<i>Department</i>	<b>Liability Insurance</b>	<b>Building Occupancy</b>	<b>Building Replac.</b>	<b>Printing and Graphics</b>	<b>Sewer Fee</b>	<b>Overhead Charges</b>	<b>Total</b>
Mayor and City Council	7,642	24,383	1,085	-	133	60,415	<b>126,204</b>
City Clerk	-	-	-	-	-	-	<b>325</b>
City Treasurer	-	-	-	-	-	-	<b>195</b>
City Attorney	12,475	13,599	605	6,104	66	99,582	<b>209,774</b>
City Manager	-	-	-	340	-	22,969	<b>25,194</b>
Information Technology	-	-	-	-	-	-	<b>461</b>
Human Resources	-	-	-	-	-	-	<b>325</b>
Financial Services	-	-	-	340	-	17,944	<b>20,169</b>
Police	-	295,454	13,147	88,840	-	6,280,044	<b>8,753,138</b>
Fire	12,757	-	-	45,438	-	1,799,540	<b>2,864,925</b>
Public Library	253,035	446,388	19,864	11,529	2,702	140,219	<b>1,244,158</b>
Recreation and Community Services	319,183	1,323,082	58,876	16,616	5,319	830,572	<b>2,721,723</b>
Planning	12,513	11,720	521	7,460	111	106,792	<b>236,088</b>
Engineering and Building Services	25,614	27,920	1,242	14,940	144	257,041	<b>560,895</b>
Harbor, Business and Transit	770	12,858	571	6,105	132	197,197	<b>451,875</b>
Public Works	691,287	112,363	5,000	55,510	-	1,436,665	<b>3,672,606</b>
<b>Total Allocated Costs</b>	<b>1,335,276</b>	<b>2,267,767</b>	<b>100,911</b>	<b>253,222</b>	<b>8,607</b>	<b>11,248,980</b>	<b>20,888,055</b>

Liability Insurance

Combination of property values, cost per square foot and claims paid of the area occupied by each user department

Building Occupancy

Square footage of the area occupied by each user department

Building Replacement

Square footage of the area occupied by each user department

Printing and Graphics

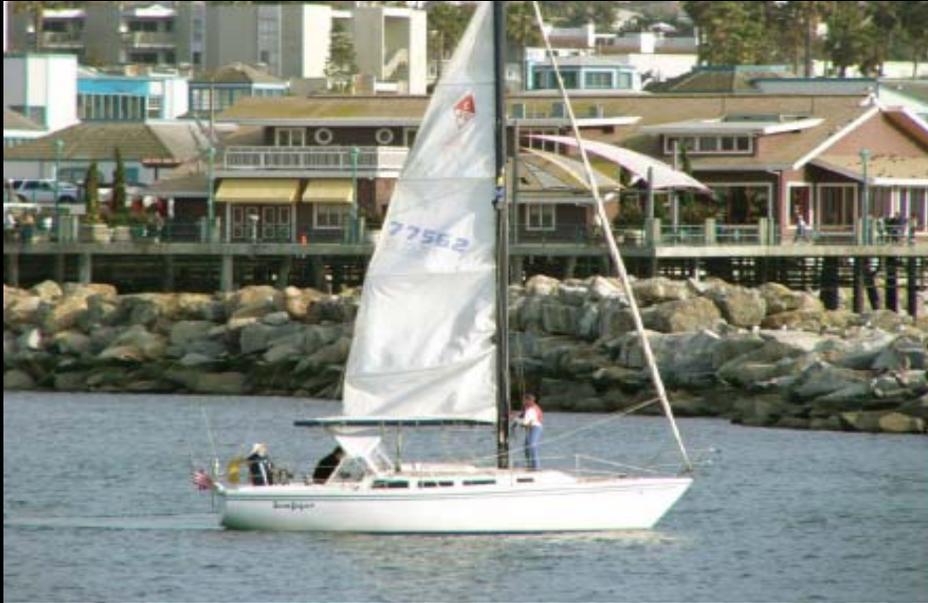
Number of full-time budgeted employees in each department

City Facility Sewer Fee

Square footage of the area occupied by each user department

Overhead Charges

Historical usage of central service departments' services by each user department



**THIS PAGE LEFT INTENTIONALLY BLANK**

# MAYOR AND CITY COUNCIL

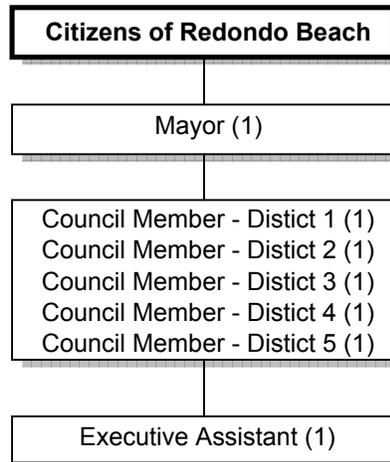


## MAYOR AND CITY COUNCIL

***Mission Statement:*** *The City of Redondo Beach is committed to providing the finest services to enhance the quality of life for those who live, work, visit and play in our community.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.

**MAYOR AND CITY COUNCIL**  
Adopted Budget - FY 08-09



**SUMMARY OF PERSONNEL  
2008-2009**

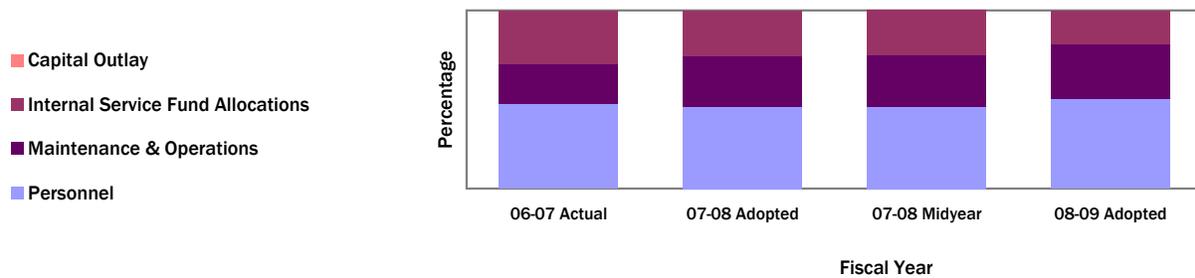
**MAYOR AND CITY COUNCIL**

1.00	Mayor
5.00	Council Member
<u>1.00</u>	Executive Assistant
7.00	

**TOTAL PERSONNEL: 7.00**

## MAYOR AND CITY COUNCIL

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	303,030	340,863	346,154	335,684	-3%
Maintenance & Operations	142,104	213,670	217,905	203,833	-6%
Internal Service Fund Allocations	190,149	190,149	190,149	125,749	-34%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>635,283</b>	<b>744,682</b>	<b>754,208</b>	<b>665,266</b>	<b>-12%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	599,976	721,040	730,566	625,627	-14%
Harbor Tidelands	22,917	10,172	10,172	17,054	68%
Harbor Uplands	6,912	8,056	8,056	8,395	4%
Redevelopment Agency	5,478	5,414	5,414	14,190	162%
<b>TOTAL</b>	<b>635,283</b>	<b>744,682</b>	<b>754,208</b>	<b>665,266</b>	<b>-12%</b>

## MAYOR AND CITY COUNCIL

	Total Staff Hours: 1,500 <sup>1</sup>
Core Service Activities (80%)	Total Staff Hours: 1,500 <sup>2</sup>
<ul style="list-style-type: none"> <li>▪ Conduct approximately 36 regular and special public meetings to conclude public business.</li> <li>▪ Conduct approximately 12 meetings of the Parking Authority, Public Finance Authority and Redevelopment Agency.</li> <li>▪ Conduct quarterly meetings of the Housing Authority.</li> <li>▪ Participate in business meetings of regional committees and organizations of which the City is a member.</li> <li>▪ Take action via Council resolutions or direct contact with legislators on approximately twenty State and Federal legislative issues.</li> <li>▪ Present approximately 200 public proclamations and commendations.</li> <li>▪ Set policy and strategically plan the City's goals and objectives, while providing leadership to ensure those goals and objectives are achieved.</li> <li>▪ Create and enact new laws.</li> <li>▪ Review and enact nearly 200 resolutions and ordinances annually.</li> <li>▪ Conduct public hearings in a quasi-judicial role.</li> <li>▪ Provide leadership and direction to the City Manager and oversee the execution of Council policy.</li> <li>▪ Communicate with members of the press as needed on issues of concern to Redondo Beach.</li> <li>▪ Provide intergovernmental relations on issues of common interest between cities.</li> <li>▪ Participate in regional and national conferences to stay current on issues and trends concerning the City.</li> <li>▪ Lobby State and Federal legislators for funding and legislation that would benefit Redondo Beach.</li> <li>▪ Hold monthly District meetings to maintain availability to the public.</li> <li>▪ Coordinate neighborhood meetings to address specific issues as needed.</li> <li>▪ Provide City representation and perform public speaking duties at community events.</li> </ul>	

	Total Staff Hours: 280 <sup>1</sup>
Key Projects and Assignments (5%)	Total Staff Hours: 280 <sup>2</sup>

	Hours
▪ Adopt a Legislative Platform by February 2009.	40
▪ Present the annual State of the City Address to the public by March 2009.	20
▪ Adopt the Annual Budget by June 2009.	100
▪ Adopt the Five Year Capital Improvement Program by June 2009.	100
▪ Complete appointment of community members to boards and commissions by June 2009.	20

## MAYOR AND CITY COUNCIL

Customer Service and Referrals (15%)      Total Staff Hours: 300 <sup>1</sup>  
Total Staff Hours: 300 <sup>2</sup>

- Respond to more than 500 constituent requests annually.
- Represent the public and communicate with constituents via telephone, email, letters and meetings on a variety of issues throughout the year – including after hours, weekends and holidays.
- Respond to problems raised by constituents and work toward bringing about corrective action as needed including the facilitation of dispute resolution.

<sup>1</sup> ***Adopted 07-08 Budget***

<sup>2</sup> ***Adopted 08-09 Budget***

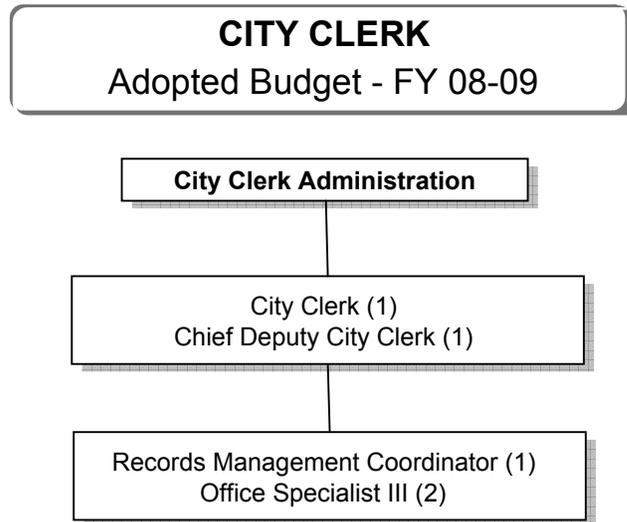
# CITY CLERK



## CITY CLERK

***Mission Statement:*** *The City Clerk's Department, in partnership with the Community, City Council, and City Departments, is expanding the democratic process to increase accessibility to public records, and strengthen the community's faith in local government by preserving history while preparing for the future. Our vision is to create an environment that enables and inspires others to exceed their own expectations and to act with integrity, fairness and courage.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

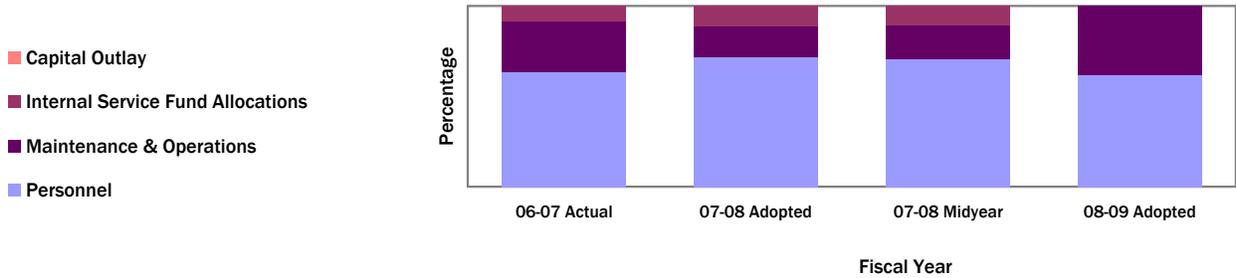
**CITY CLERK**

1.00	City Clerk
1.00	Chief Deputy City Clerk
1.00	Records Management Coordinator
<u>2.00</u>	Office Specialist III
5.00	

**TOTAL PERSONNEL: 5.00**

## CITY CLERK

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	582,196	509,628	529,438	582,924	10%
Maintenance & Operations	257,516	122,520	141,725	361,782	155%
Internal Service Fund Allocations	79,654	79,654	79,654	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>919,366</b>	<b>711,802</b>	<b>750,817</b>	<b>944,706</b>	<b>26%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	919,366	711,802	750,817	944,706	26%
<b>TOTAL</b>	<b>919,366</b>	<b>711,802</b>	<b>750,817</b>	<b>944,706</b>	<b>26%</b>

**CITY CLERK  
ADMINISTRATION**

**Purpose:** To administer City Council, City's Agencies and Commissions agendas and minutes. Attend City Council, Commission and Task Force meetings. Administer the commission appointment process. Maintain the legislative history of the City, including the Charter and Municipal Code. Administer City staff's conflict of interest filings and oaths, and provide support to departments. Provide general information and services to the public, assist citizens in reviewing public records, and assist with vendor bids. Maintain the City's Records Retention Schedule and manage and operate an off-site records center where inactive City records are stored. Oversee and arrange for the destruction of confidential records.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	582,196	509,628	529,438	559,204	6%
Maintenance & Operations	257,516	122,520	141,725	101,472	-28%
Internal Service Fund Allocations	79,654	79,654	79,654	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>919,366</b>	<b>711,802</b>	<b>750,817</b>	<b>660,676</b>	<b>-12%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	919,366	711,802	750,817	660,676	-12%
<b>TOTAL</b>	<b>919,366</b>	<b>711,802</b>	<b>750,817</b>	<b>660,676</b>	<b>-12%</b>

**CITY CLERK  
ELECTIONS**

**Purpose:** To administer the City's elections including: the nomination process for candidates; processing of initiative/referendum petitions; and Council-sponsored ballot measures; Election Day voting; and conduct of special and run off elections. Maintain regulations and forms under the State's Political Reform Act; campaign statement filings and, elected official and appointed commissioner conflict of interest statement filings.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	-	-	-	23,720	n/a
Maintenance & Operations	-	-	-	260,310	n/a
Internal Service Fund Allocations	-	-	-	-	0%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	-	-	-	<b>284,030</b>	<b>n/a</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	-	-	-	284,030	n/a
<b>TOTAL</b>	-	-	-	<b>284,030</b>	<b>n/a</b>

## CITY CLERK

Core Service Activities (41%) Total Staff Hours: 2,943<sup>1</sup>  
Total Staff Hours: 2,980<sup>2</sup>

- Link and post to the City web site five days prior to meetings over 200 agendas.
- Prepare and post over 200 Council/Commission minutes within two weeks or by the subsequent meeting date.
- Print and deliver approximately 1100 agenda packets at least five days prior to meetings.
- Track, file, and report over 125 Annual Conflict of Interest Form 700, and 50 Semi-Annual Campaign Statement Form 460, by the Fair Political Practices Commission deadline.
- Process approximately 800 United States passport applications generating \$20,000 in General Fund revenue.
- Maintain a legislative history of over 500,000 documents through document imaging.
- Process 20 boxes of documents and 65 DVDs for short term and permanent storage off site.
- Prepare and process approximately 130 resolutions and 5 ordinances. Provide contract management and insurance tracking for over 300 contracts.
- Review and prepare 45 Action Memos for City Attorney's signature for destruction of more than 11,000 pounds of documents.
- Reproduce over 100 DVD's/CD's and video tapes per staff and public requests.
- Respond to over 300 public requests and Council referrals as routine core service activities.
- Accept, review and process over 35 City Commission/Board applications.
- Publish 200 legal ads and review proofs from publisher.
- Prepare and print 70 Mayor's proclamations/commendations and 25 adjournments.
- Update 280 Municipal Code supplements for departments and outside agencies.
- Require full-time staff to attend professional association seminars and conferences for continuing education to maintain and/or attain certification/re-certification of Certified Municipal Clerk designation, and/or Master Municipal Clerk designation.
- Part-time staffing of approximately 300 hours allows the department to link and post to the City web site five days prior to meetings over 200 agendas in a timely manner.
- Part-time staffing of approximately 300 hours allows the department to post minutes of 200 City Council and Commission meetings.

### ELECTIONS (Every two years in odd numbered years)

- Review, update and assemble Candidate Orientation Election Books and administer orientation to prospective candidates.
- Secure 12 polling locations; schedule and train 82 poll workers to work at various locations.
- Verify application signatures for 3,259 vote-by-mail applications and ballots.
- Manage Municipal elections by coordinating departments, poll workers and outside agencies for efficient operations. Prepare, review and research election materials and required supplies.
- Part-time staffing of approximately 1,000 hours allows the department to process vote-by-mail ballots in a timely manner.
- Part-time staffing of approximately 175 hours allows the department to recruit over 92 poll workers.

## CITY CLERK

Total Staff Hours: 5,207<sup>1</sup>

### Key Projects and Assignments (26%)

Total Staff Hours: 3,480<sup>2</sup>

**Hours**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Continue to work with the City Manager’s office to streamline the agenda packet process. Complete by June 2009.</li> <li>• Develop an annual orientation class for all City Boards and Commissions, Committees and Task Force members. Complete by September 2009.</li> <li>• Two out of five staff members will attend customer service training. Complete by June 2009.</li> <li>• Continue Citywide education of the City’s records retention program, along with systematic destruction of records as authorized by the adopted Citywide records retention schedule. Complete by June 2009.</li> <li>• Scan and archive 2 years of claims, summons and subpoenas. Complete by June 2009.</li> <li>• Partner with Printing and Graphics department to scan in historical photos to a DVD to have available for public purchase and review. Complete by June 2009.</li> <li>• Scan and quality check over 5,000 building plans. Complete by June 2009.</li> <li>• Participate in 3 Citywide events on promoting public outreach regarding passports, voter information, etc. Complete by June 2009.</li> <li>• Department Minutes Secretary/Liaison from a Commission/Board to attend a “Nuts and Bolts” conference on the basics for meeting administration, agendas and minute preparation. Complete by October 2008.</li> <li>• Part-time staffing of approximately 700 hours allows the department to provide scanning services to other departments. Complete by June 2009.</li> </ul> | <p>100</p> <p>600</p> <p>80</p> <p>800</p> <p>200</p> <p>600</p> <p>600</p> <p>400</p> <p>100</p> |
|--|---|

Total Staff Hours: 2,250<sup>1</sup>

### Customer Service (33%)

Total Staff Hours: 4,450<sup>2</sup>

- Respond to approximately 100 calls for assistance regarding County and State elections from voters by phone calls, emails, and in-person.
- Respond to approximately 1300 internal/external customer requests for records/queries within two days.
- Provide guidance to departments on the preparation of administrative reports, resolutions, ordinances, contract procedures, public hearing requirements, and meeting cancellation and posting requirements for meetings.
- Assist departmental personnel with publication and public hearing needs and requests.
- Respond to approximately 1,200 phone calls, emails, and in-person requests for passport information, and process over 800 passports.
- Notarize 60 official City business documents assisting other departments.
- Review, accept and process 43 claims, subpoenas, and summons and complaints.
- Respond to County’s request for polling and training locations.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**

# CITY TREASURER



## CITY TREASURER

***Mission Statement:*** *The City Treasurer's Department is dedicated to providing the highest quality municipal treasury services at the lowest cost, delivered in a professional, responsive, and friendly manner, increasing citizen trust through fiscal responsibility, while enhancing the City's financial viability.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.

**CITY TREASURER**  
Adopted Budget - FY 08-09

City Treasurer Administration

City Treasurer (1)

Deputy City Treasurer (1)

Senior Auditor (1)

**SUMMARY OF PERSONNEL  
2008-2009**

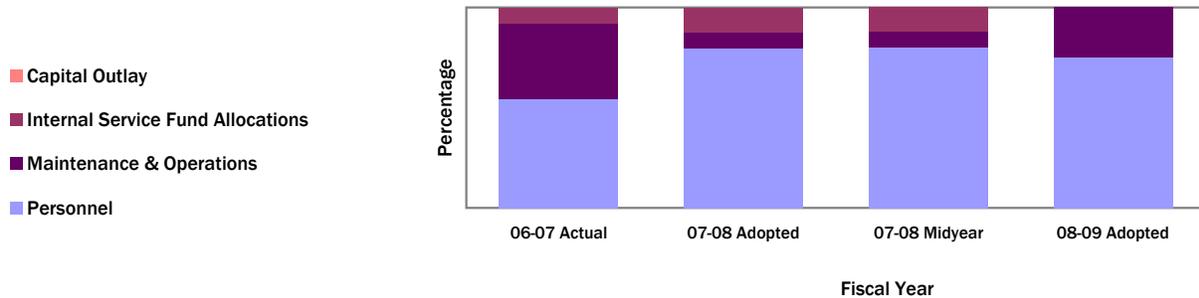
**CITY TREASURER**

1.00	City Treasurer
1.00	Deputy City Treasurer
<u>1.00</u>	Senior Auditor
3.00	

**TOTAL PERSONNEL: 3.00**

## CITY TREASURER

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	420,821	395,513	410,465	441,178	7%
Maintenance & Operations	291,497	40,910	40,910	148,295	262%
Internal Service Fund Allocations	61,745	61,745	61,745	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>774,063</b>	<b>498,168</b>	<b>513,120</b>	<b>589,473</b>	<b>15%</b>



<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	774,063	498,168	513,120	589,473	15%
<b>TOTAL</b>	<b>774,063</b>	<b>498,168</b>	<b>513,120</b>	<b>589,473</b>	<b>15%</b>

It should be noted that the inclusion of \$122,500 of costs associated with the FY 08-09 Tax and Revenue Anticipation Note (TRAN) increased the City Treasurer's maintenance and operations budget by 262%, from \$40,910 to \$148,295, resulting in a 15% increase in total departmental expenditures for FY 08-09. Exclusion of these TRAN costs results in an overall reduction of total FY 08-09 departmental expenditures of \$46,147, or 9%, to \$466,973. FY 08-09 TRANs cost of \$122,500 are offset by projected additional investment income generated by the TRANs of \$137,500, producing a net increase in General Fund operating revenue of \$15,000.

## CITY TREASURER

	Total Staff Hours: 3,800 <sup>1</sup>
Core Service Activities (73%)	Total Staff Hours: 4,560 <sup>2</sup>

- Maintain responsibility for the custody and investment management of all City funds in accordance with State law, City charter, and City investment policy.
- Provide administrative support and internal auditing services for major tax based operating revenue sources, including Property Tax, Utility Users Tax, Sales and Use Tax, Transient Occupancy Tax, Franchise Fees, Investment Income, and various State subventions.
- Provide operating budget and capital improvement program cash flow management forecast and advisory support services.
- Prepare monthly and quarterly management reports detailing cash and investment positions within all City funds, including operating funds of the general investment portfolio, as well as the Housing, Parking, and Public Financing Authorities, and Redevelopment Agency.
- Provide operational and strategic forecasts of key tax based and other major General Fund revenue sources.
- Provide administrative support services and internal audit review of various City operational functions in response to service requests.
- Conduct annual review of both the City and Redevelopment Agency Comprehensive Statement of Investment Policy and maintain policies' professional certification.
- Provide managerial oversight of all City entities bond proceeds.
- Continue implementation and review of numerous departmental best management practices enhancing both departmental productivity and the City's operating revenue base.
- Provide internal support services to Financial Services and other key operating departments in response to internal support service requests.

	Total Staff Hours: 2,040 <sup>1</sup>
Key Projects and Assignments (21%)	Total Staff Hours: 1,300 <sup>2</sup>

- |   | Hours |
|---|-------|
| ▪ In coordination with Financial Services, implement procedures with the California Employers' Retiree Benefit Trust Fund for the investment of City OPEB obligations and reimbursement of OPEB costs by July 2008.   | 40    |
| ▪ In coordination with the City Manager, City Attorney, and City Council Utility Users Tax Committee, develop and present to the City Council for action a strategy to protect the telecommunications utility users tax revenue base by August 2008.  | 120   |
| ▪ Serve as President Elect of the Association of Public Treasurers United States and Canada, representing the City in administrative capacity as a national leader of this prestigious profession organization. Currently serving as Vice-President. Appointment to President Elect in August 2008. | 240   |
| ▪ Continue to provide tax administrative and technical support services with respect to the AES/Williams Energy Utility Users Tax litigation by August 2008.  | 40    |

## CITY TREASURER

- Provide ongoing comprehensive analysis of the potential revenue loss, risk factors, legislative strategy, and replacement revenue alternatives in response to the potential loss of Utility Users Tax revenue derived from telecommunications sources by September 2008. 80
- Implement comprehensive Capital Improvement Program Cash Flow Management Plan by December 2008. 160
- In coordination with City Manager and Financial Services, implement City Treasurer charter responsibility review program by March 2009. 160
- If qualified, issue annual California Statewide Communities Development Authority FY 2009-10 Tax Revenue Anticipation Note by May 2009. 50
- Continue implementation of enhanced investment reporting format including cash and investments within all City funds and investment funds held with all bank trustees-ongoing goal. Complete by June 2009. 130
- Conduct ongoing reviews of Citywide cash handling procedures ensuring compliance to internal control compliance standards-ongoing goal. Complete by June 2009. 160
- Continue implementation of banking services technology enhancements designed to streamline disbursement processes, automate current cash management processes, improve upon fraud prevention measures, and expedite collections recovery-ongoing goal. Complete by June 2009. 120

Total Staff Hours: 400<sup>1</sup>

### Customer Service (6%)

Total Staff Hours: 380<sup>2</sup>

- Strive to make every transaction with both our internal City Hall and external citizen customer service base a positive “solutions oriented” customer service experience.
- Continue implementation of customer service information enhancements and improvements to the departmental web site, promoting ease, accuracy, and usefulness of accessible information.
- Complete customer service survey evaluating the overall quality and visibility of Municipal treasury operations.
- Continue development and implementation of local outreach program providing useful, educational information regarding Municipal treasury services.
- Provide ongoing departmental wide customer service training of at least two hours per employee on a quarterly basis.
- Respond to approximately 240 customer service requests and 8 City Council referrals on an annual basis.
- Incorporate continuing “best management practice” departmental procedural improvements that promote operational efficiency, augment operating revenues, and enhance customer service skills.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**

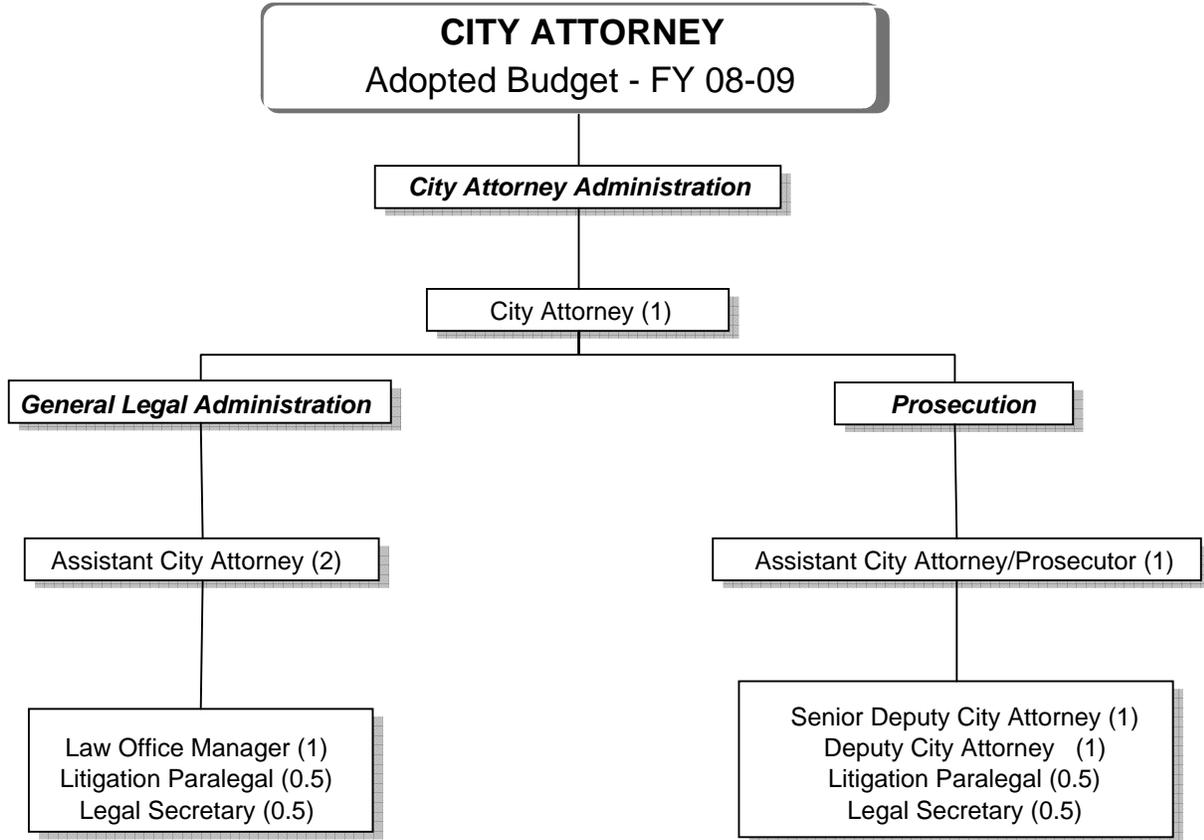
# CITY ATTORNEY



## CITY ATTORNEY

***Mission Statement:*** *To protect the public's interest and uphold the law. To promote the public's safety by working diligently with law enforcement to aggressively prosecute all criminal activity within the City's jurisdiction. Further, to provide comprehensive professional cost-efficient legal advice and representation for the City with the objective of avoiding civil litigation whenever possible.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

**CITY ATTORNEY**

General Legal Administration

1.00	City Attorney
2.00	Assistant City Attorney
1.00	Law Office Manager
0.50	Litigation Paralegal
<u>0.50</u>	Legal Secretary
5.00	

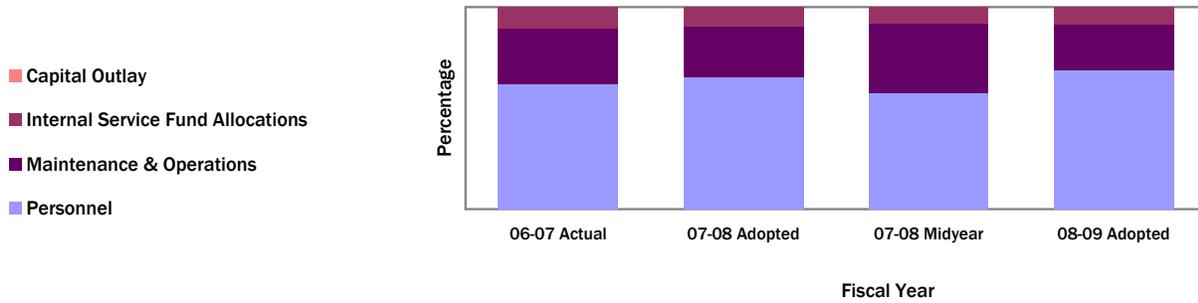
Prosecution

1.00	Assistant City Attorney/Prosecutor
1.00	Senior Deputy City Attorney
1.00	Deputy City Attorney
0.50	Litigation Paralegal
<u>0.50</u>	Legal Secretary
4.00	

**TOTAL PERSONNEL: 9.00**

## CITY ATTORNEY

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	1,185,347	1,390,767	1,429,603	1,644,535	15%
Maintenance & Operations	521,496	536,374	856,758	528,101	-38%
Internal Service Fund Allocations	203,666	203,666	203,666	209,189	3%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,910,509</b>	<b>2,130,807</b>	<b>2,490,027</b>	<b>2,381,825</b>	<b>-4%</b>



<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	1,818,921	1,900,964	2,256,618	2,069,489	-8%
Harbor Tidelands	20,465	76,361	77,472	87,827	13%
Harbor Uplands	20,465	83,054	84,164	94,520	12%
Redevelopment Agency	50,658	70,428	71,773	129,989	81%
<b>TOTAL</b>	<b>1,910,509</b>	<b>2,130,807</b>	<b>2,490,027</b>	<b>2,381,825</b>	<b>-4%</b>

**CITY ATTORNEY  
GENERAL LEGAL ADMINISTRATION**

**Purpose:** The City Attorney's Office is available to keep the City Council and City Manager fully informed as to the legal options available to them in their decision making process, as well as to assist departments with legal document review and advice. The City Attorney's Office continues to focus on identifying and reducing liability risk through a cooperative effort of City Attorney staff and Risk Management staff, as well as to represent the City with most qualified and cost efficient legal counsel, both in and out of court settings.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	607,987	798,728	818,014	936,043	14%
Maintenance & Operations	487,486	447,358	729,623	463,935	-36%
Internal Service Fund Allocations	137,863	137,863	137,863	133,454	-3%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,233,336</b>	<b>1,383,949</b>	<b>1,685,500</b>	<b>1,533,432</b>	<b>-9%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	1,141,748	1,154,106	1,452,091	1,221,096	-16%
Harbor Tidelands	20,465	76,361	77,472	87,827	13%
Harbor Uplands	20,465	83,054	84,164	94,520	12%
Redevelopment Agency	50,658	70,428	71,773	129,989	81%
<b>TOTAL</b>	<b>1,233,336</b>	<b>1,383,949</b>	<b>1,685,500</b>	<b>1,533,432</b>	<b>-9%</b>

## CITY ATTORNEY PROSECUTION

**Purpose:** The Prosecution Division of the City Attorney's Office prosecutes all legal actions filed as misdemeanor violations of State and local law; consults with City Officials and department heads on matters having legal implications in criminal prosecution; serves as a legal resource for a variety of Boards and Commissions; and participates in a variety of City committees, study groups and, task forces. The Prosecution Division advocates aggressively on behalf of the people of the State of California while recognizing a prosecutor's special professional responsibilities and acting with integrity, with ethics, and within the applicable professional rules of conduct.

The Prosecution Division also works diligently with other law enforcement agencies to design and implement new programs that actively and creatively suppress both criminal conduct and the causative factors of crime. Major program efforts include the Identity Theft Investigation/Prosecution Team, enhanced monitoring of and collection of required DNA samples from registered sex offenders and improving Hometown Security.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	577,360	592,039	611,589	708,492	16%
Maintenance & Operations	34,010	89,016	127,135	64,166	-50%
Internal Service Fund Allocations	65,803	65,803	65,803	75,735	15%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>677,173</b>	<b>746,858</b>	<b>804,527</b>	<b>848,393</b>	<b>5%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	677,173	746,858	804,527	848,393	5%
<b>TOTAL</b>	<b>677,173</b>	<b>746,858</b>	<b>804,527</b>	<b>848,393</b>	<b>5%</b>



## CITY ATTORNEY

	Total Staff Hours: 1,871 <sup>1</sup>
Customer Service & Referrals (10%)	Total Staff Hours: 1,871 <sup>2</sup>

- Be available for personal consultation within 24 hours and carry a cell phone 24/7 for situations requiring immediate attention.
- Respond to 100 defense discovery requests without requiring a formal contested discovery hearing.
- Prepare 175 cases for jury trial to “ready” status within the statutory trial period assigned by the court.

<sup>1</sup> ***Adopted 07-08 Budget***

<sup>2</sup> ***Adopted 08-09 Budget***

# CITY MANAGER



## CITY MANAGER

***Mission Statement:*** *The Mission of the City Manager's Office is to assure implementation and administration of policies and programs adopted by the City Council.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.

**CITY MANAGER**  
Adopted Budget - FY 08-09

*City Manager Administration*

City Manager (1)  
Assistant City Manager (1)

Assistant to the City Manager (1)  
Administrative Coordinator (1)  
Switchboard Operator (1)

**SUMMARY OF PERSONNEL  
2008-2009**

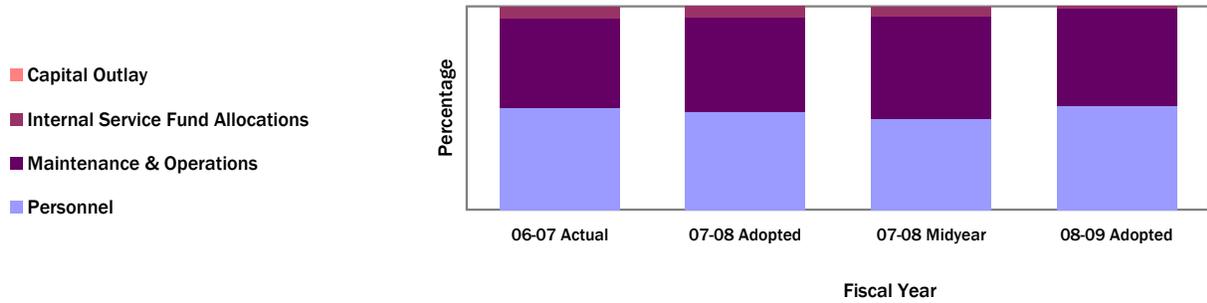
**CITY MANAGER**

1.00	City Manager
1.00	Assistant City Manager
1.00	Assistant to the City Manager
1.00	Administrative Coordinator
<u>1.00</u>	Switchboard Operator
5.00	

**TOTAL PERSONNEL: 5.00**

### CITY MANAGER

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	968,783	968,487	1,006,478	953,546	-5%
Maintenance & Operations	856,984	933,950	1,150,748	896,527	-22%
Internal Service Fund Allocations	110,656	110,656	110,656	24,739	-78%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,936,423</b>	<b>2,013,093</b>	<b>2,267,882</b>	<b>1,874,812</b>	<b>-17%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	1,812,492	1,883,381	2,134,180	1,703,637	-20%
Redevelopment Agency	123,931	129,712	133,702	171,175	28%
<b>TOTAL</b>	<b>1,936,423</b>	<b>2,013,093</b>	<b>2,267,882</b>	<b>1,874,812</b>	<b>-17%</b>

## CITY MANAGER

Core Service Activities (72%) Total Staff Hours: 10,200<sup>1</sup>  
Total Staff Hours: 10,200<sup>2</sup>

- Direct the day-to-day administration of City departments within the policies of the Mayor and City Council.
- Provide leadership and direction to 490 full-time and 402 part-time employees.
- Prepare and submit the Proposed Annual City Budget and 5-year Capital Improvement Plan.
- Prepare action reports for approximately 36 City Council meeting agendas.
- Direct the completion of objectives contained in the City Strategic Plan, Water Quality Matrix and Major Facilities Plan.
- Plan strategically for economic development opportunities.
- Direct the implementation of the City Communications Plan.
- Direct the implementation of the Capital Improvement Plan.
- Videotape eleven City Council and Commission meetings per month and broadcast on the City government channel (RBTv).
- Maintain City government channel bulletin board and broadcast 24/7 over the City cable channel.
- Prepare and distribute an annual report of the financial and administrative activities of the City.
- Maintain the City's web site serving an average of 3,600 visitors per day.
- Provide switchboard services to fifteen City departments, answering an average of 200 calls per day.
- Coordinate interdepartmental services for approximately 35 public special events.
- Manage four right-of-way lease agreements with telecommunications operators.
- Manage cable franchise agreements with two cable operators.
- Publish forty "Monday Messages" from the City Manager to all employees.

Key Projects and Assignments (15%) Total Staff Hours: 2,300<sup>1</sup>  
Total Staff Hours: 2,300<sup>2</sup>

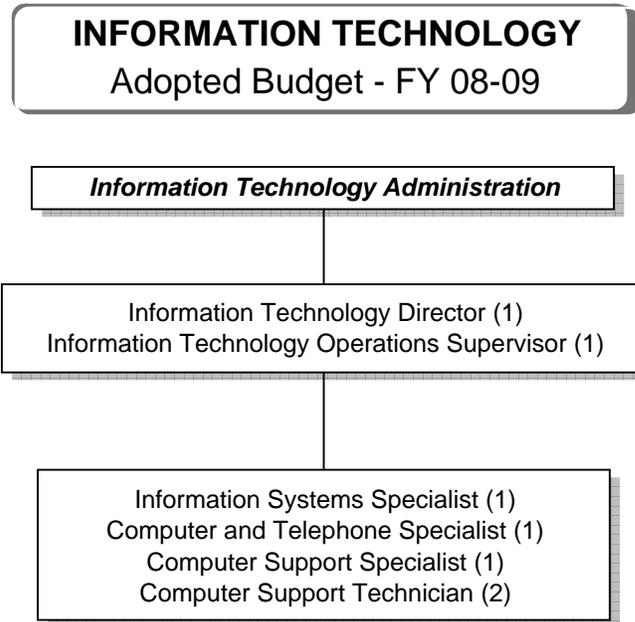
- |   | <b>Hours</b> |
|---|--------------|
| ▪ Prepare and recommend a cable services ordinance by June 2009.  | 150          |
| ▪ Prepare and recommend a right-of-way ordinance by June 2009.  | 150          |
| ▪ Present updates on conceptual design, financing and timeline for transit terminal, corporation yard and Harbor Patrol facilities to Council by August 2008. | 200          |
| ▪ Present to Council a long-range plan for replacing public safety facilities by August 2008.   | 200          |
| ▪ Present to Council a process for expediting the building process by August 2008.  | 150          |
| ▪ Present to Council a lease for the Marine Avenue site by August 2008.   | 100          |
| ▪ Develop updated policies and procedures for management of part-time employees by August 2008.   | 200          |
| ▪ Prepare and recommend a pipeline franchise ordinance by September 2008.   | 150          |
| ▪ Complete lease agreement with three cellular companies by December 2008.  | 300          |



## INFORMATION TECHNOLOGY

***Mission Statement:*** *The Information Technology Department is committed to providing the highest level of customer support for all City information technology services, including planning, acquisition, implementation, maintenance, replacement and training, in order to ensure the highest availability of network resources, and to promote the most effective and efficient uses of technology.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

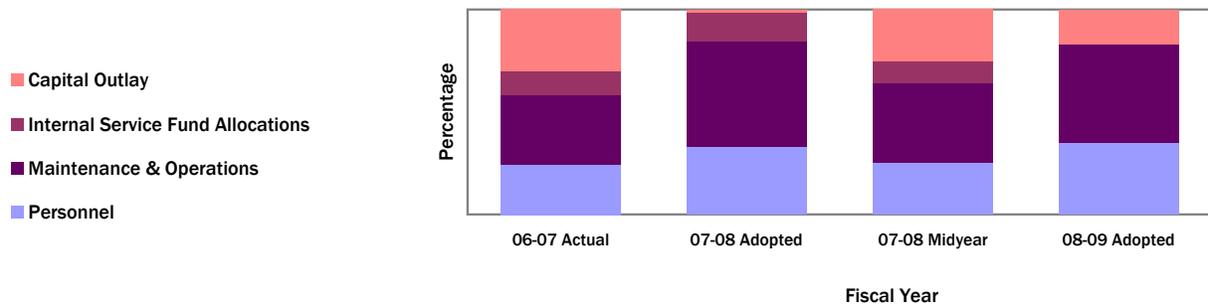
**INFORMATION TECHNOLOGY**

1.00	Information Technology Director
1.00	Information Technology Operations Supervisor
1.00	Information Systems Specialist
1.00	Computer and Telephone Specialist
1.00	Computer Support Specialist
<u>2.00</u>	Computer Support Technician
7.00	

**TOTAL PERSONNEL: 7.00**

## INFORMATION TECHNOLOGY

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	741,726	805,850	835,476	908,135	9%
Maintenance & Operations	1,047,007	1,257,350	1,273,135	1,248,350	-2%
Internal Service Fund Allocations	346,861	346,861	346,861	-	-100%
Capital Outlay	922,683	30,800	832,526	436,452	-48%
<b>TOTAL</b>	<b>3,058,277</b>	<b>2,440,861</b>	<b>3,287,998</b>	<b>2,592,937</b>	<b>-21%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Information Technology	3,058,277	2,440,861	3,287,998	2,592,937	-21%
<b>TOTAL</b>	<b>3,058,277</b>	<b>2,440,861</b>	<b>3,287,998</b>	<b>2,592,937</b>	<b>-21%</b>



## INFORMATION TECHNOLOGY

	Total Staff Hours: 4,514 <sup>1</sup>	
Key Projects and Assignments (40%)	Total Staff Hours: 5,824 <sup>2</sup>	
		<b>Hours</b>
▪ Complete B of A Online Payment Services by September 2008.		110
▪ Complete Harbor & Pier area web site by September 2008.		90
▪ Complete Council meeting webcasting by September 2008.		146
▪ Complete MS-Office migration 2003 to 2007 by February 2009.		1,298
▪ Complete Data Center Virtualization implementation by December 2008.		1,200
▪ Complete Library Management System replacement by March 2009.		100
▪ Complete MUNIS Version 7 upgrade by December 2008.		1,200
▪ Complete Dell Printer replacement by June 2009.		150
▪ Complete Police MDC replacement by April 2009.		900
▪ Complete equipment replacement as called out in the IT Replacement Fund by June 2009.		600
▪ Complete IT Customer Service Survey by June 2009.		30

	Total Staff Hours: 2,766 <sup>1</sup>
Customer Service & Referrals (20%)	Total Staff Hours: 2,912 <sup>2</sup>

- Complete approximately 200 electronic Track-IT! Work-orders for hardware and software support per month.
- Conduct 5 Information Technology Liaison Group (ITLG) meetings.
- Coordinate, setup and provide IT support for approximately 15 presentations, meetings, training, and/or demonstrations per month.
- Post weekly IT Helps! - Tip of the Week on the City's Intranet site.
- Provide 2-3 Microsoft Office Suite training classes per month to departmental users.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**

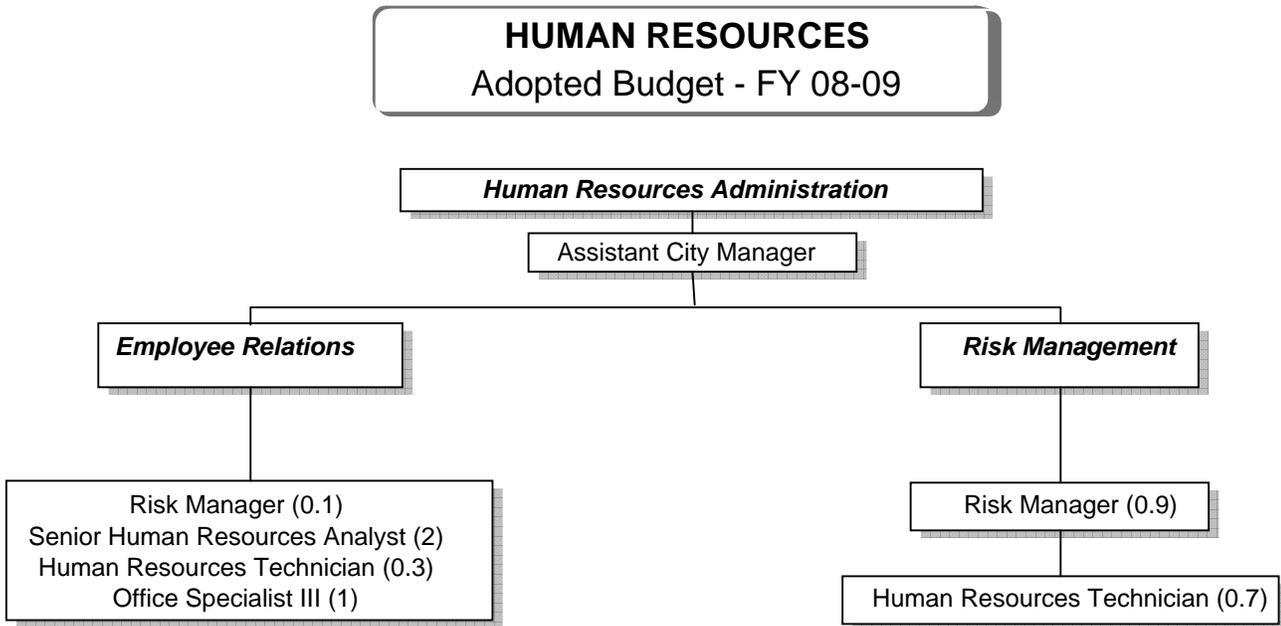
# HUMAN RESOURCES



## HUMAN RESOURCES

***Mission Statement:*** *To provide quality personnel services to internal and external customers, adhere to equitable and ethical personnel standards and effectively manage risks to the City.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

**HUMAN RESOURCES**

Employee Relations

0.10	Risk Manager
2.00	Senior Human Resources Analyst
0.30	Human Resources Technician
<u>1.00</u>	Office Specialist III
3.40	

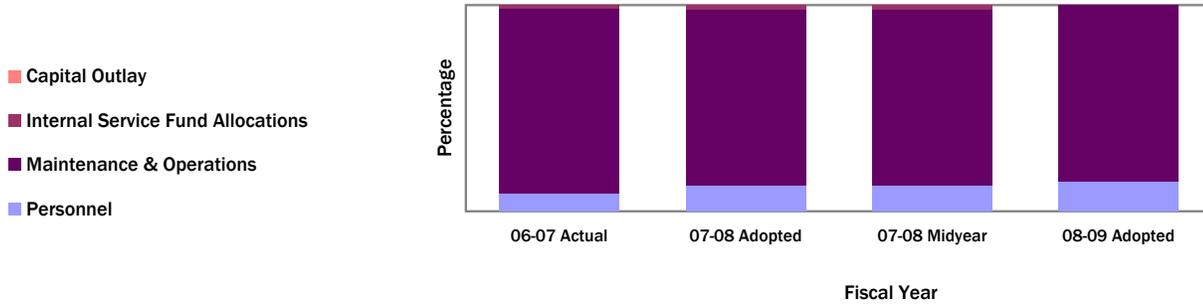
Risk Management

0.90	Risk Manager
<u>0.70</u>	Human Resources Technician
1.60	

**TOTAL PERSONNEL: 5.00**

## HUMAN RESOURCES

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	515,728	572,150	591,530	595,122	1%
Maintenance & Operations	5,426,194	3,897,964	3,972,579	3,618,745	-9%
Internal Service Fund Allocations	107,550	107,550	107,550	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>6,049,472</b>	<b>4,577,664</b>	<b>4,671,659</b>	<b>4,213,867</b>	<b>-10%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	1,196,973	1,048,705	1,137,493	735,099	-35%
Self-Insurance Program	4,852,499	3,528,959	3,534,166	3,478,768	-2%
<b>TOTAL</b>	<b>6,049,472</b>	<b>4,577,664</b>	<b>4,671,659</b>	<b>4,213,867</b>	<b>-10%</b>

## HUMAN RESOURCES EMPLOYEE RELATIONS

**Purpose:** To provide centralized support to the City's management staff, employees, and City Council in areas of labor and employee relations, employee training and development, health and safety, recruitment and selection, classification/compensation, and employee benefits administration.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	364,339	413,596	427,769	427,033	0%
Maintenance & Operations	754,810	557,285	631,900	308,066	-51%
Internal Service Fund Allocations	77,824	77,824	77,824	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,196,973</b>	<b>1,048,705</b>	<b>1,137,493</b>	<b>735,099</b>	<b>-35%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	1,196,973	1,048,705	1,137,493	735,099	-35%
<b>TOTAL</b>	<b>1,196,973</b>	<b>1,048,705</b>	<b>1,137,493</b>	<b>735,099</b>	<b>-35%</b>

## HUMAN RESOURCES RISK MANAGEMENT

**Purpose:** To administer the City's workers' compensation program, general liability programs and employee benefits programs.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	151,389	158,554	163,761	168,089	3%
Maintenance & Operations	4,671,384	3,340,679	3,340,679	3,310,679	-1%
Internal Service Fund Allocations	29,726	29,726	29,726	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>4,852,499</b>	<b>3,528,959</b>	<b>3,534,166</b>	<b>3,478,768</b>	<b>-2%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Self-Insurance Program	4,852,499	3,528,959	3,534,166	3,478,768	-2%
<b>TOTAL</b>	<b>4,852,499</b>	<b>3,528,959</b>	<b>3,534,166</b>	<b>3,478,768</b>	<b>-2%</b>

## HUMAN RESOURCES

Core Service Activities (60%)                      Total Staff Hours: 7,894<sup>1</sup>  
Total Staff Hours: 6,864<sup>2</sup>

- Coordinate employee recruitment, selection and hiring for approximately fifty (50) position vacancies.
- Process approximately fifty-nine (59) part-time and thirty-eight (38) full-time pre-hire physicals, drug tests, and Live Scans.
- Review approximately one thousand five-hundred (1500) employment applications for full-time and part-time positions.
- Manage the labor relations and meet and confer process with five (5) employee unions/associations.
- Maintain and interpret Memoranda of Understanding with the five (5) employee unions/associations.
- Maintain and interpret the Management and Confidential Pay Plan for executive and management/confidential employees.
- Maintain and interpret the Part-Time Policy and Pay Plan for approximately four-hundred (400) part-time positions.
- Administer the Tuition Reimbursement Program for one hundred and forty-seven (147) employees.
- Provide consultation and advice to fourteen (14) department heads in performance management issues.
- Provide management and supervisory training sessions to approximately seventy-three (73) employees.
- Track, monitor, and schedule harassment prevention training for managers and supervisors in accordance with State legal requirements.
- Conduct Brown Bag Lunch Sessions with City employees on a monthly basis.
- Coordinate a Citywide Employee Service Award Luncheon on an annual basis.
- Coordinate and oversee the annual Employee Holiday Party.
- Manage the classification and compensation plan including approximately one hundred and seventy-one (171) classifications for four hundred and ninety (490) full-time budgeted positions.
- Prepare, maintain and secure employee personnel data files for approximately nine hundred and sixty (960) full-time and part-time employees.
- Process Family and Medical Leave (FMLA) and California Family Rights Act (CFRA) requests.
- Process Family Sick Leave requests and track/monitor its usage.
- Process cost of living adjustment increases in the payroll system for four hundred and seventy one (471) active employees.
- Manage safety and miscellaneous CalPERS contracts for approximately four hundred and seventy one (471) active employees.
- Approve and process eleven (11) computer loan applications for Teamsters and RBCEA employees.
- Process CalPERS retirement applications for eighteen (18) employees.
- Administer all ICMA Deferred Compensation programs including the 457,457 Loan Program, 401(a) and Retirement Health Savings (RHS) program for approximately three hundred and thirty-one (331) participating employees.

## HUMAN RESOURCES

- Coordinate four (4) financial planning seminars for employees.
- Process, investigate, evaluate and settle or deny all liability claims within forty-five (45) days.
- Conduct a general liability claim review once a year.
- Conduct a workers' compensation claim review once a year.
- Process approximately thirteen (13) property, liability, and workers compensation insurance policy renewals.
- Process one thousand (1,000) insurance certificates annually and monitor compliance.
- Review and approve approximately fifty (50) insurance documents for film permits.
- Provide insurance quotes and policies for approximately one hundred and twenty (120) special events within the City.
- Prepare Internal Service Fund (ISF) charges for the budget on an annual basis.
- Provide Third-Party Administrator (TPA) with 100% of workers' compensation claims within three days of notification.
- Process one hundred (100) ongoing workers' compensation claims.
- Oversee unemployment insurance benefits for approximately sixty (60) employees on a yearly basis.
- Process health benefits insurance renewals for four hundred and seventy-one (471) active employees, two hundred and seventy three (273) retirees and five (5) COBRA members on an annual basis.
- Process monthly payments for four hundred and seventy-one (471) active employees, two hundred and seventy three (273) retirees and five (5) COBRA members.
- Process medical deductions for one hundred (100) employees.
- Process medical cash-outs for twenty (20) employees.
- Assist four hundred and seventy one (471) active employees, two hundred and seventy three (273) retirees and five (5) COBRA members with benefit questions and claims issues.
- Oversee TPA for the Section 125 Cafeteria Plan.
- Administer COBRA benefits for five (5) employees.
- Provide overall coordination of the Confidentiality of Medical Information Act (CMIA) policies and procedures for fourteen (14) departments.
- Update and maintain insurance census information for four hundred and seventy-one (471) employees.
- Maintain an Occupational Health and Safety (OSHA) exposure reduction program for seven hundred and seventy nine (779) employees.
- Process Cal/OSHA logs on an annual basis.
- Review approximately eight (8) applications for CalPERS Industrial Disability Retirement and prepare recommendations to the City Manager's office.

## HUMAN RESOURCES

	Total Staff Hours: 2,402 <sup>1</sup>	
Key Projects and Assignments (30%)	Total Staff Hours: 3,432 <sup>2</sup>	
		<b>Hours</b>
▪ Introduce an Employee Training Plan by June 2009.		200
▪ Initiate discussions with employee unions/associations for implementation of a Citywide Return-to-Work Policy by June 2009.		650
▪ Initiate discussions with employee unions/associations for implementation of a Citywide Drug and Alcohol Policy by June 2009.		650
▪ Develop a Citywide Violence in the Workplace Policy and initiate discussions with employee unions/associations by June 2009.		720
▪ Initiate a comprehensive review of all Personnel Rules and Regulations to include the Municipal Code and Civil Service Rules by June 2009.		280
▪ Expand the current New Employee Orientation Program by June 2009.		400
▪ Coordinate and schedule the second round of Customer Service Training by September 2008.		140
▪ Enhance the current Performance Evaluation Form by December 2008.		200
▪ Update and formalize the Employee Separation Process by December 2008.		192

	Total Staff Hours: 1,144 <sup>1</sup>
Customer Service (10%)	Total Staff Hours: 1,144 <sup>2</sup>

- Human Resources staff will complete the City's Customer Service Academy.
- Respond to pay and benefit inquiries from City employees within two (2) business days.
- Respond to requests for City applications from City employees and the public within one (1) business day.
- Phone contact to be made to employee within three (3) days of filing a workers' compensation claim by Human Resources or assigned claim adjuster/third-party administrator to expedite the claims processing procedure.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**

- Part time staffing of approximately 1600 hours allows the department to: Provide assistance to the public and City employees on a daily basis, coordinate the pre-employment process in a timely manner, maintain employee personnel files, prepare for Customer Service Academy session on a weekly basis, and coordinate the Employee Service Awards Program.



**THIS PAGE LEFT INTENTIONALLY BLANK**

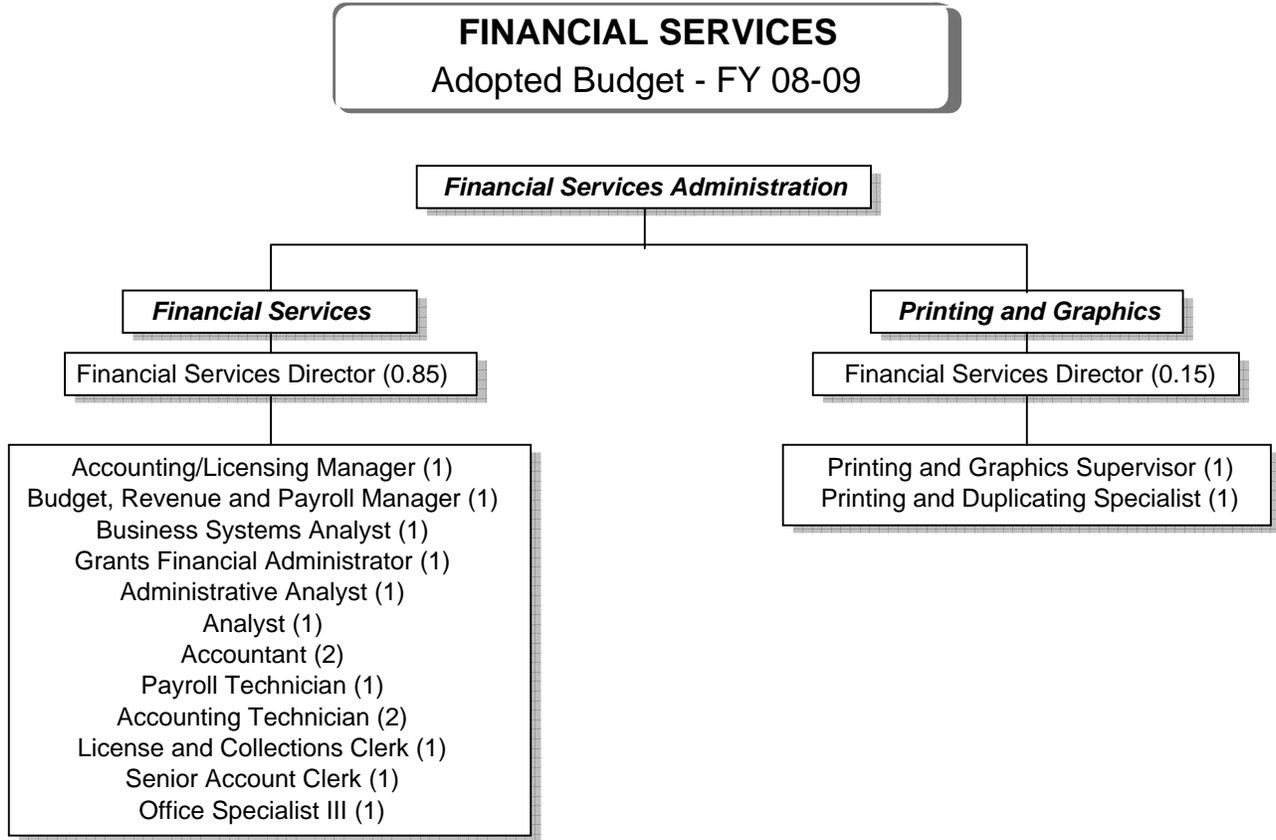
# FINANCIAL SERVICES



## FINANCIAL SERVICES

**Mission Statement:** *To provide fiscal management and accountability.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

**FINANCIAL SERVICES**

Financial Services

0.85	Financial Services Director
1.00	Accounting/Licensing Manager
1.00	Budget, Revenue and Payroll Manager
1.00	Business Systems Analyst
1.00	Grants Financial Administrator
1.00	Administrative Analyst
1.00	Analyst
2.00	Accountant
1.00	Payroll Technician
2.00	Accounting Technician
1.00	License and Collections Clerk
1.00	Senior Account Clerk
<u>1.00</u>	Office Specialist III
14.85	

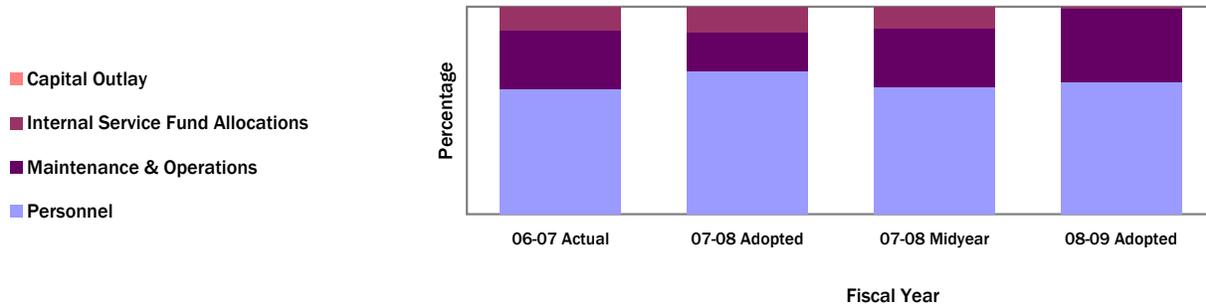
Printing and Graphics

0.15	Financial Services Director
1.00	Printing and Graphics Supervisor
<u>1.00</u>	Printing and Duplicating Specialist
2.15	

**TOTAL PERSONNEL: 17.00**

## FINANCIAL SERVICES

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	1,390,974	1,470,382	1,562,122	1,752,758	12%
Maintenance & Operations	661,997	403,100	728,870	986,226	35%
Internal Service Fund Allocations	258,795	258,795	258,795	19,070	-93%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>2,311,766</b>	<b>2,132,277</b>	<b>2,549,787</b>	<b>2,758,054</b>	<b>8%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	1,877,711	1,685,572	2,078,868	2,352,700	13%
Printing & Graphics	360,398	381,013	403,181	305,206	-24%
Redevelopment Agency	73,657	65,692	67,738	100,148	48%
<b>TOTAL</b>	<b>2,311,766</b>	<b>2,132,277</b>	<b>2,549,787</b>	<b>2,758,054</b>	<b>8%</b>

## FINANCIAL SERVICES FINANCIAL SERVICES

**Purpose:** To provide accounting, payroll, purchasing, financial analysis, budgeting, licensing, cashiering, and all other financial services to the City and account for and report in a timely manner all fiscal activities of the City in accordance with Generally Accepted Accounting Principles.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	1,223,757	1,302,423	1,387,087	1,562,422	13%
Maintenance & Operations	568,000	289,230	599,908	871,356	45%
Internal Service Fund Allocations	159,611	159,611	159,611	19,070	-88%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,951,368</b>	<b>1,751,264</b>	<b>2,146,606</b>	<b>2,452,848</b>	<b>14%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	1,877,711	1,685,572	2,078,868	2,352,700	13%
Redevelopment Agency	73,657	65,692	67,738	100,148	48%
<b>TOTAL</b>	<b>1,951,368</b>	<b>1,751,264</b>	<b>2,146,606</b>	<b>2,452,848</b>	<b>14%</b>

## FINANCIAL SERVICES PRINTING AND GRAPHICS

**Purpose:** To complete all City printing requests in a cost efficient and timely manner, ensuring cost of services is competitive and quality remains superior to outside vendors.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	167,217	167,959	175,035	190,336	9%
Maintenance & Operations	93,997	113,870	128,962	114,870	-11%
Internal Service Fund Allocations	99,184	99,184	99,184	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>360,398</b>	<b>381,013</b>	<b>403,181</b>	<b>305,206</b>	<b>-24%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Printing & Graphics	360,398	381,013	403,181	305,206	-24%
<b>TOTAL</b>	<b>360,398</b>	<b>381,013</b>	<b>403,181</b>	<b>305,206</b>	<b>-24%</b>



## FINANCIAL SERVICES

▪ Develop and/or update Fraud in the Work Place Policies by October 2008.	80
▪ Update the Planning, Engineering & Building sections of the Master Fee Schedule by October 2008.	160
▪ Implement Planning Module in MUNIS by November 2008.	400
▪ Develop and/or update Asset Capitalization APP by November 2008.	80
▪ Develop and/or update Policies on Unclaimed Deposits by December 2008.	80
▪ Implement MUNIS 7.1 Role-Based Security by December 2008.	100
▪ Develop user friendly Financial Management Reports (Budget, Variance, and Forecasting) for all departments through Crystal Reports by December 2008.	200
▪ Create an Internal Service Fund for the General Legal Administration Division of the City Attorney's Office by February 2009.	100
▪ Research online capabilities of vender payment & payroll delivery by February 2009.	100
▪ Develop RFP & review bids for selection of Auditors by March 2009.	200
▪ Update City's Statements of Financial Principles by March 2009.	80

Total Staff Hours: 8,486<sup>1</sup>

Customer Service and Referrals (26%) Total Staff Hours: 9,140<sup>2</sup>

- Process 2,500 printing requests annually.
- Provide photocopier supplies and coordinate 15 service calls for 3 City Hall copiers annually.
- Respond to approximately 40,000 internal customer service requests annually.
- Respond to approximately 30,000 external customer service requests annually.
- Respond to 100 public record requests annually.
- Assist in the development of 15 administrative reports/resolutions annually related to agenda items presented by departments other than Financial Services.
- Respond to 25 informational email requests from other government agencies annually.
- Respond to licensing inquiries within 48 hours.
- Attend Customer Service Academy.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**

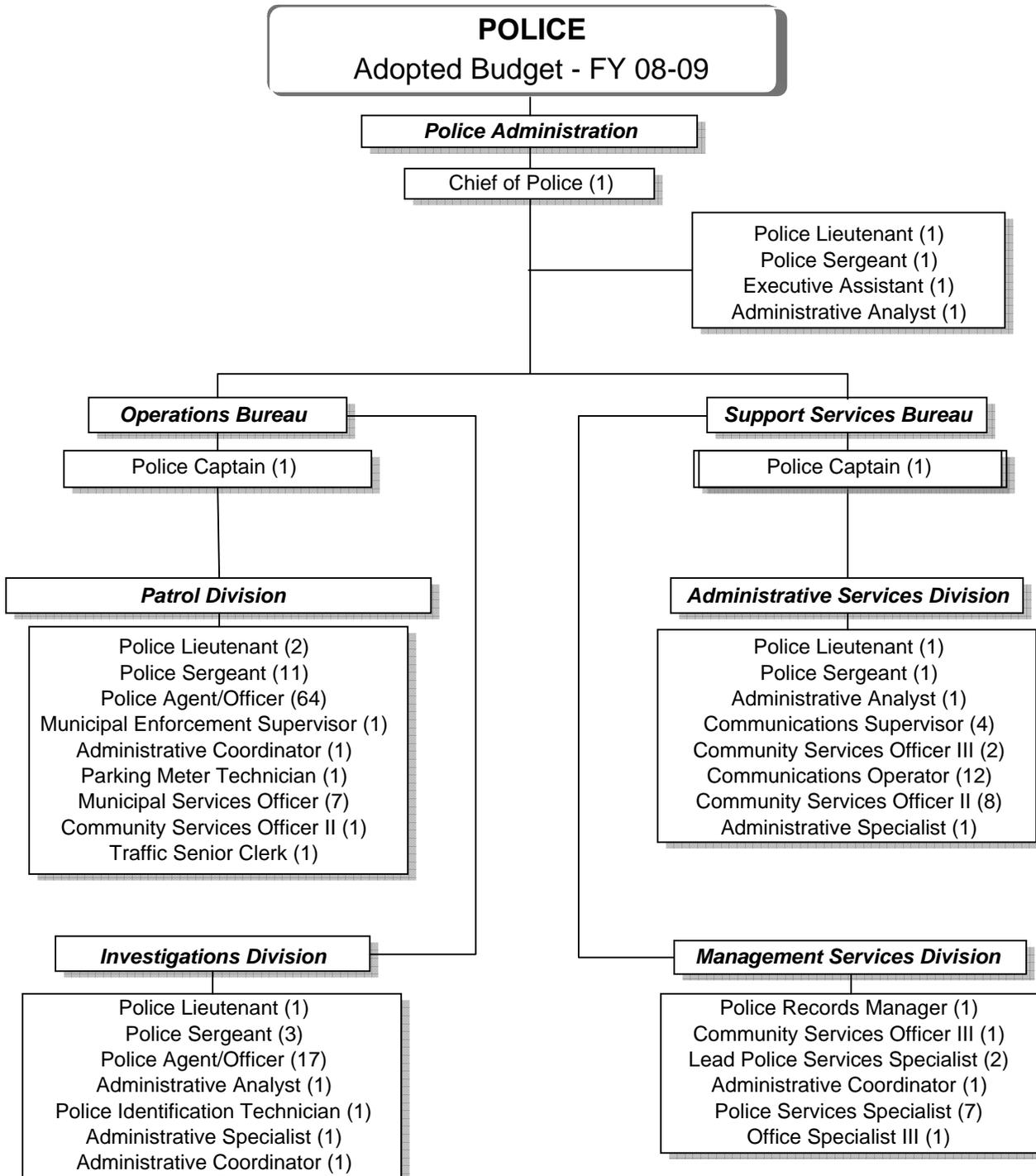
# POLICE



# POLICE

***Mission Statement:*** *The Police Department will forge a partnership and problem solving relationship between the police and the community to control and prevent crime and to maintain and improve public safety through strategic planning, innovation, and proactive programs in an environment where people are treated with dignity, equality and respect.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

**POLICE**

**Administration**

1.00	Chief of Police
2.00	Police Captain
1.00	Police Lieutenant
1.00	Police Sergeant
1.00	Executive Assistant
<u>1.00</u>	Administrative Analyst
7.00	

**Investigations Division**

1.00	Police Lieutenant
3.00	Police Sergeant
17.00	Police Agent/Officer
1.00	Administrative Analyst
1.00	Police Identification Technician
1.00	Administrative Specialist
<u>1.00</u>	Administrative Coordinator
25.00	

**Patrol Division**

2.00	Police Lieutenant
9.00	Police Sergeant
<u>41.00</u>	Police Agent/Officer
52.00	

**Administrative Services Division**

1.00	Police Lieutenant
------	-------------------

**Personnel and Training**

1.00	Administrative Analyst
<u>1.00</u>	Administrative Specialist
2.00	

**Pier**

1.00	Police Sergeant
7.00	Police Agent/Officer
<u>1.00</u>	Community Services Officer II
9.00	

**Communications**

1.00	Police Sergeant
4.00	Communications Supervisor
<u>12.00</u>	Communications Operator
17.00	

**Community Based Policing**

5.00	Police Agent/Officer
------	----------------------

**Technical Services**

1.00	Community Services Officer III
<u>1.00</u>	Community Services Officer II
2.00	

**K-9 Team**

3.00	Police Agent/Officer
------	----------------------

**Traffic**

1.00	Police Sergeant
8.00	Police Agent/Officer
<u>1.00</u>	Traffic Senior Clerk
10.00	

**Redondo Beach Jail**

1.00	Community Services Officer III
<u>7.00</u>	Community Services Officer II
8.00	

**Parking Enforcement & Animal Control**

1.00	Municipal Enforcement Supervisor
1.00	Administrative Coordinator
1.00	Parking Meter Technician
<u>7.00</u>	Municipal Services Officer
10.00	

**Management Services Division**

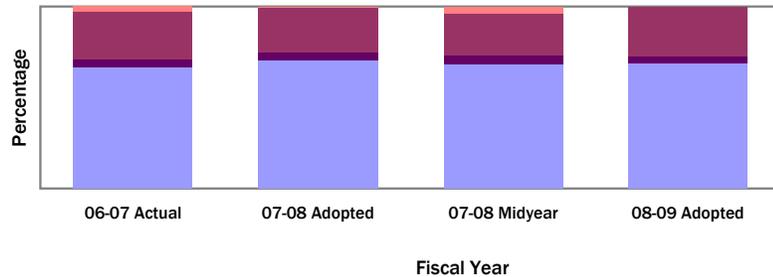
1.00	Police Records Manager
1.00	Community Services Officer III
2.00	Lead Police Services Specialist
1.00	Administrative Coordinator
7.00	Police Services Specialist
<u>1.00</u>	Office Specialist III
13.00	

**TOTAL PERSONNEL: 164.00**

## POLICE

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	20,291,466	22,434,785	23,012,559	22,161,306	-4%
Maintenance & Operations	1,188,936	1,229,700	1,657,764	1,266,540	-24%
Internal Service Fund Allocations	7,934,108	7,936,089	7,937,419	8,742,478	10%
Capital Outlay	851,512	94,000	1,232,167	-	-100%
<b>TOTAL</b>	<b>30,266,022</b>	<b>31,694,574</b>	<b>33,839,909</b>	<b>32,170,324</b>	<b>-5%</b>

- Capital Outlay
- Internal Service Fund Allocations
- Maintenance & Operations
- Personnel



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	24,726,358	27,274,426	27,755,037	27,728,608	0%
Intergovernmental Grants	1,331,938	220,905	764,483	198,951	-74%
Narcotic Forfeiture & Seizure	124,145	80,690	208,847	64,890	-69%
Disaster Recovery	6,169	-	-	-	0%
Harbor Uplands	1,673,992	1,814,068	1,823,912	1,996,296	9%
Solid Waste	114,860	-	1,018	-	-100%
Emergency Communications	2,180,560	2,196,485	3,178,612	2,033,535	-36%
Redevelopment Agency	108,000	108,000	108,000	148,044	37%
<b>TOTAL</b>	<b>30,266,022</b>	<b>31,694,574</b>	<b>33,839,909</b>	<b>32,170,324</b>	<b>-5%</b>

## POLICE ADMINISTRATION

**Purpose:** Police Administration provides leadership, vision, management and strategic planning to the department's divisions to facilitate the delivery of law enforcement and community relations services to the City. Police Administration empowers personnel to accomplish the values, vision, mission, goals and objectives of the City and the department.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Proposed	% Inc/Dec
Personnel	1,136,948	971,708	993,568	1,091,871	10%
Maintenance & Operations	280,402	109,980	403,113	105,980	-74%
Internal Service Fund Allocations	158,037	158,037	158,037	-	-100%
Capital Outlay	98,757	88,000	1,117,973	-	-100%
<b>TOTAL</b>	<b>1,674,144</b>	<b>1,327,725</b>	<b>2,672,691</b>	<b>1,197,851</b>	<b>-55%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Proposed	% Inc/Dec
General Fund	1,351,017	1,208,725	1,368,415	1,166,851	-15%
Intergovernmental Grants	288,103	-	222,275	-	-100%
Narcotic Forfeiture & Seizure	17,650	31,000	31,000	31,000	0%
Emergency Communications	17,374	88,000	1,051,001	-	-100%
<b>TOTAL</b>	<b>1,674,144</b>	<b>1,327,725</b>	<b>2,672,691</b>	<b>1,197,851</b>	<b>-55%</b>

## POLICE PATROL

**Purpose:** The Patrol Division responds to calls for service, enforces laws, deters crime, makes arrests, conducts preliminary investigations of crimes and collisions, and prepares associated reports. Patrol works with the community to prevent and solve crime and to enhance the quality of life for those who live, work, visit and play in Redondo Beach.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Proposed	Inc/Dec
Personnel	11,875,367	13,668,786	14,082,042	12,622,452	-10%
Maintenance & Operations	399,636	448,930	551,250	494,457	-10%
Internal Service Fund Allocations	5,251,328	5,252,743	5,254,073	5,731,473	9%
Capital Outlay	670,145	6,000	101,325	-	-100%
<b>TOTAL</b>	<b>18,196,476</b>	<b>19,376,459</b>	<b>19,988,690</b>	<b>18,848,382</b>	<b>-6%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Proposed	Inc/Dec
General Fund	15,836,641	17,892,886	18,085,588	17,071,797	-6%
Intergovernmental Grants	776,035	-	320,600	64,000	-80%
Narcotic Forfeiture & Seizure	86,510	35,790	128,667	19,990	-84%
Harbor Uplands	1,274,430	1,339,783	1,344,817	1,544,551	15%
Solid Waste	114,860	-	1,018	-	-100%
Redevelopment Agency	108,000	108,000	108,000	148,044	37%
<b>TOTAL</b>	<b>18,196,476</b>	<b>19,376,459</b>	<b>19,988,690</b>	<b>18,848,382</b>	<b>-6%</b>

## POLICE INVESTIGATIONS

**Purpose:** The Investigations Division proactively detects, investigates and deters crime and acts of terrorism. It prepares cases for prosecution to maintain and improve public safety and to enhance the quality of life for those who live, work, visit and play in Redondo Beach.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Proposed	% Inc/Dec
Personnel	3,423,277	3,621,499	3,642,159	3,764,784	3%
Maintenance & Operations	134,980	176,200	201,506	172,520	-14%
Internal Service Fund Allocations	1,084,698	1,086,397	1,086,397	1,503,405	38%
Capital Outlay	76,442	-	-	-	0%
<b>TOTAL</b>	<b>4,719,397</b>	<b>4,884,096</b>	<b>4,930,062</b>	<b>5,440,709</b>	<b>10%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Proposed	% Inc/Dec
General Fund	4,130,208	4,273,492	4,290,555	4,982,847	16%
Intergovernmental Grants	267,800	220,905	221,608	134,951	-39%
Narcotic Forfeiture & Seizure	15,247	3,440	29,851	3,440	-88%
Harbor Uplands	306,142	386,259	388,048	319,471	-18%
<b>TOTAL</b>	<b>4,719,397</b>	<b>4,884,096</b>	<b>4,930,062</b>	<b>5,440,709</b>	<b>10%</b>

## POLICE MANAGEMENT SERVICES

**Purpose:** The Management Services Division collects, processes and disseminates law enforcement information to the public, members of the department, City staff, the courts and other government agencies to assist the apprehension and prosecution of criminal offenders for the improvement of public safety, communication and productivity.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Proposed	%
					Inc/Dec
Personnel	954,053	1,166,653	1,201,894	1,309,452	9%
Maintenance & Operations	102,263	121,590	122,260	114,060	-7%
Internal Service Fund Allocations	792,459	792,459	792,459	616,191	-22%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,848,775</b>	<b>2,080,702</b>	<b>2,116,613</b>	<b>2,039,703</b>	<b>-4%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Proposed	%
					Inc/Dec
General Fund	1,848,775	2,080,702	2,116,613	2,039,703	-4%
<b>TOTAL</b>	<b>1,848,775</b>	<b>2,080,702</b>	<b>2,116,613</b>	<b>2,039,703</b>	<b>-4%</b>

**POLICE**  
**ADMINISTRATIVE SERVICES**

**Purpose:** The Administrative Services Division strategically plans, organizes, manages and supervises the unit activities in Payroll, Personnel and Training, Jail, Court Liaison, Technical Services, Property and Evidence, Emergency Communications, and supports the field services divisions that maintain and improve public safety. The Administrative Services Division works with the Public Works Department to maintain and improve the police department public facility.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Proposed	% Inc/Dec
Personnel	2,901,821	3,006,139	3,092,896	3,372,747	9%
Maintenance & Operations	271,655	373,000	379,635	379,523	0%
Internal Service Fund Allocations	647,586	646,453	646,453	891,409	38%
Capital Outlay	6,168	-	12,869	-	-100%
<b>TOTAL</b>	<b>3,827,230</b>	<b>4,025,592</b>	<b>4,131,853</b>	<b>4,643,679</b>	<b>12%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Proposed	% Inc/Dec
General Fund	1,559,717	1,818,621	1,893,866	2,467,410	30%
Narcotic Forfeiture & Seizure	4,738	10,460	19,329	10,460	-46%
Disaster Recovery	6,169	-	-	-	0%
Harbor Uplands	93,420	88,026	91,047	132,274	45%
Emergency Communications	2,163,186	2,108,485	2,127,611	2,033,535	-4%
<b>TOTAL</b>	<b>3,827,230</b>	<b>4,025,592</b>	<b>4,131,853</b>	<b>4,643,679</b>	<b>12%</b>

## POLICE

Core Service Activities (85%)      Total Staff Hours: 284,794<sup>1</sup>  
Total Staff Hours: 289,485<sup>2</sup>

- Administer and manage 300 internal project assignments.
- Investigate 30 complaints/internal affairs issues and provide training on issues derived from sustained complaints.
- Provide 105,000 hours of police patrol to the community.
- Arrest 2,500 criminal offenders.
- Perform 12 high-risk SWAT operations.
- Complete 9,000 police reports.
- Investigate 570 traffic collisions.
- Initiate 10,000 traffic violation contacts.
- Conduct 6 DUI checkpoints.
- Conduct 14 dog bite investigations.
- Conduct 36,000 parking violation investigations.
- Conduct 1,380 vehicle impounds and storages.
- Review 70 film permits/noise variance requests and coordinate their security.
- Conduct 60 vehicle impound/storage hearings.
- Respond to 3,500 animal complaint calls for service.
- Service 1,100 parking meters.
- Process, collect and verify 1,470 parking meter permits.
- Provide 32,778 hours of police investigations to the community.
- Investigate 1,300 property crime cases and serve 24 search warrants to recover evidence and victim property.
- Investigate 80 cases of aggravated assault and obtain 25 felony filings.
- Investigate and obtain the appropriate disposition of 180 juvenile cases.
- Initiate on-line child exploitation case investigations and obtain 8 criminal filings.
- Conduct surveillance of five known or suspected career criminals that are believed to be operating in Redondo Beach and/or adjacent cities.
- Investigate 100 narcotics cases.
- Arrange 125 training classes for sworn and non-sworn personnel.
- Oversee 20 personnel through the hiring process.
- Conduct background checks on 55 applicants.
- Manage, update and report 155 personnel training records to ensure State mandated compliance.
- Answer the 15,000 9-1-1 calls within six seconds 95% of the time.
- Coordinate and prepare billings for 500 false alarm incidents that qualify for billings of approximately \$100,000.
- Book 7,000 pieces of evidence into police custody.
- Compile, review, duplicate, distribute, file and electronically archive 9,000 police reports.
- Process 3,100 subpoenas, including data base entry, tracking, reports and calls.

## POLICE

- Process 300 court cases for review, tracking, and on-calls.
- Complete 85% of all personnel evaluations within two months of the end of the rating period.
- Investigate 175 graffiti cases and file 6 graffiti cases for prosecution.
- Conduct 4 juvenile curfew and/or truancy sweeps.

Total Staff Hours: 30,514<sup>1</sup>

Key Projects and Assignments (8%) Total Staff Hours: 25,778<sup>2</sup>

	<b>Hours</b>
▪ Participate in regional catastrophic event training exercises (Golden Guardian Statewide Program) in conjunction with the South Bay Platoon by November 2008.	1,705
▪ Initiate six bi-monthly Sergeants' Patrol Performance meetings by June 2009.	2,012
▪ Acquire a second 450-512 MHz system for the Fire Department to achieve communication interoperability with neighboring cities by June 2009.	2,273
▪ Revise the Police Department website to make it more accessible and to provide increased customer service through the Internet by June 2009.	2,841
▪ Create procedural manual to facilitate succession planning for Investigations Division—Mainline Detective Unit by June 2009.	568
▪ Create a procedural manual to facilitate and support succession planning and training for Crisis Negotiation Team (CNT) by June 2009.	1,137
▪ Create a Chaplaincy Procedural Manual to facilitate succession planning, training and recruitment for chaplains by June 2009.	568
▪ Organize and implement a mandatory "Racial Diversity" training program to include legal ramifications associated with stereotyping and racial profiling by June 2009.	1,705
▪ Organize and implement an ethics training program by June 2009.	2,660
▪ Create a procedural manual to facilitate and support succession planning and training for Management Services Division-Records Unit by June 2009.	2,841
▪ Complete 24 dog licensing investigation and citation details by June 2009.	2,182
▪ Create a juvenile helmet law compliance program with public education, media outreach and at least 4 enforcement details June 2009.	659
▪ Research and create a Request for Proposal and selection process for the City's vehicle towing contract by December 2008.	227
▪ Research and create a Request for Proposal and selection process for replacement of the Parking Enforcement automated citation devices by November 2008.	286
▪ Research and create a Request for Proposal and selection process for the City's Parking Citation management program by November 2008.	284
▪ Create a Request for Proposal and selection process for the City's graffiti removal contract by June 2008.	284
▪ Provide 2 hours of training to 104 members of the department to use the Hitech Web Services interface for crime and resources information access by September 2008.	1,182

## POLICE

- Provide 2 hours of training to 104 officers to use the Crime View Web mapping interface for crime analysis and deployment by September 2008. 1,182
- Provide 2 hours of training to 104 officers to use the Laserfiche Web Link document imaging program for access to enforcement records September 2008. 1,182

Customer Service & Referrals (7%)      Total Staff Hours: 23,732<sup>1</sup>  
Total Staff Hours: 25,857<sup>2</sup>

- Conduct 200 contacts with citizen groups and organizations.
- Complete 75 Community Police Service questionnaires.
- Respond to 75 Traffic Hotline citizen complaints.
- Conduct 4 Animal Awareness Safety classes for elementary school students.
- Conduct four community awareness presentations on identity theft.
- Receive and dispose of 100,000 telephone calls to Communications for assistance.
- Provide 24 hour citizen access to City services via the Records Unit.
- Conduct 5 community awareness presentations on crime prevention and graffiti.
- Respond to Comcate requests within 3 business days 90% of the time.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**

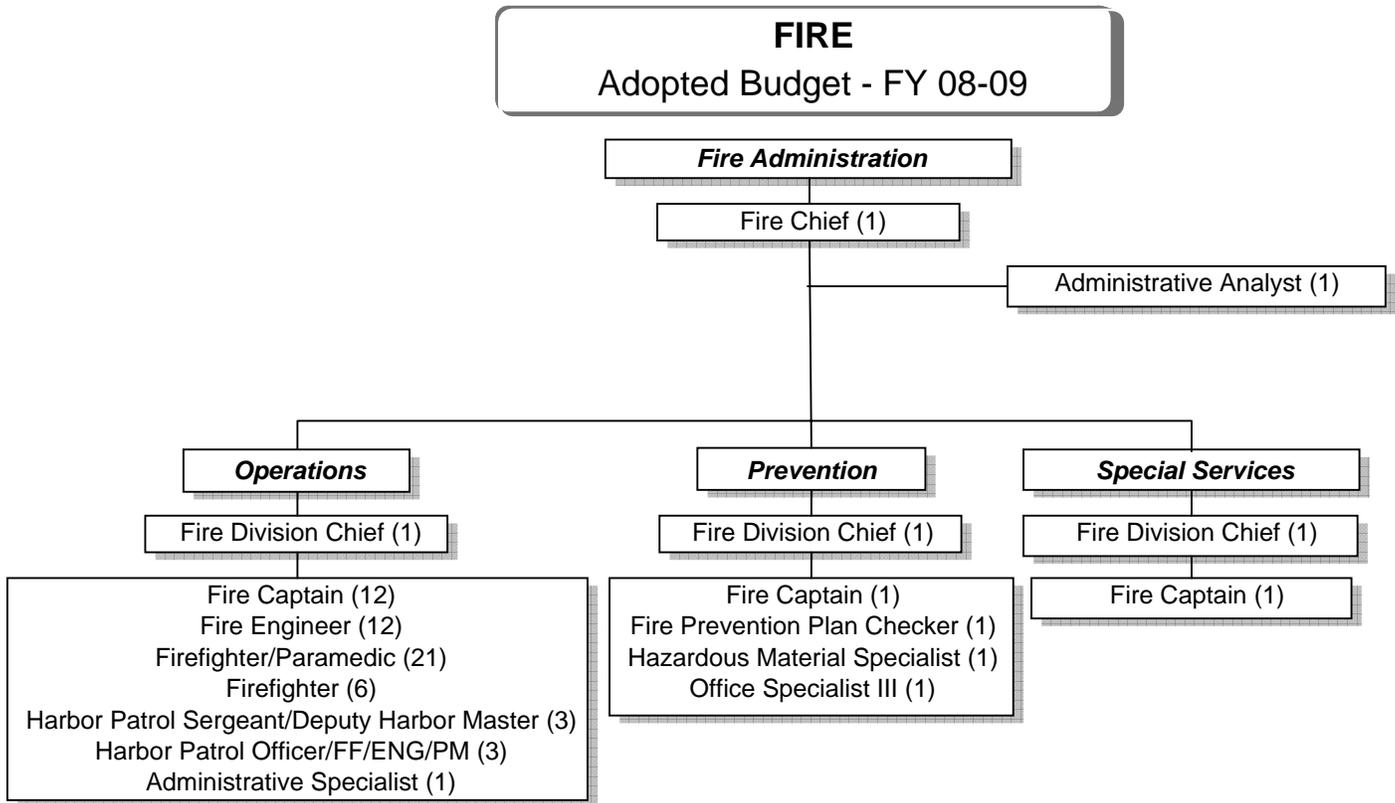
**FIRE**



# **FIRE**

***Mission Statement:*** *Serving the community by protecting life, property, and the environment through prevention, education, and emergency services.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

**FIRE**

Administration

1.00	Fire Chief
1.00	Administrative Analyst
<u>2.00</u>	

Operations

1.00	Fire Division Chief
12.00	Fire Captain
12.00	Fire Engineer
21.00	Firefighter/Paramedic
6.00	Firefighter
3.00	Harbor Patrol Sergeant/Deputy Harbor Master
3.00	Harbor Patrol Officer/FF/ENG/PM
1.00	Administrative Specialist
<u>59.00</u>	

Prevention

1.00	Fire Division Chief
1.00	Fire Captain
1.00	Fire Prevention Plan Checker
1.00	Hazardous Material Specialist
1.00	Office Specialist III
<u>5.00</u>	

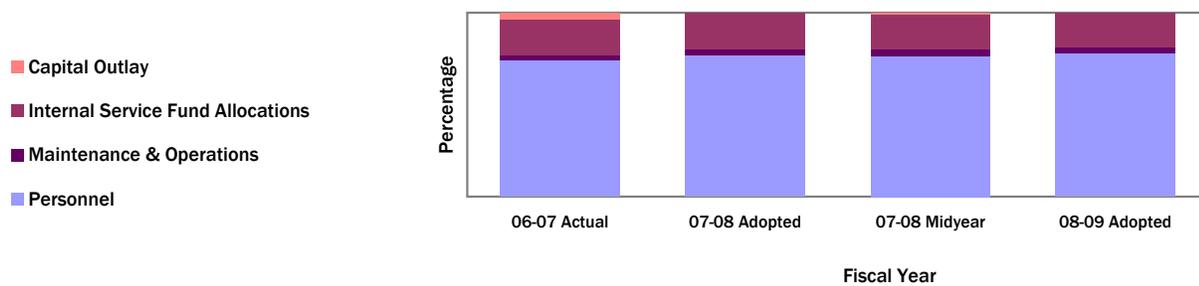
Special Services

1.00	Fire Division Chief
1.00	Fire Captain
<u>2.00</u>	

**TOTAL PERSONNEL: 68.00**

## FIRE

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	11,216,815	11,413,926	11,569,949	11,851,753	2%
Maintenance & Operations	355,146	467,871	571,636	454,571	-20%
Internal Service Fund Allocations	2,936,903	2,936,652	2,936,652	2,860,375	-3%
Capital Outlay	551,572	-	99,017	-	-100%
<b>TOTAL</b>	<b>15,060,436</b>	<b>14,818,449</b>	<b>15,177,254</b>	<b>15,166,699</b>	<b>0%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	12,895,879	13,154,084	13,382,542	13,324,224	0%
Intergovernmental Grants	570,576	48,000	165,723	48,000	-71%
Harbor Tidelands	1,401,257	1,453,353	1,459,863	1,568,607	7%
Solid Waste	155,322	163,012	169,126	225,868	34%
Disaster Recovery	37,402	-	-	-	0%
<b>TOTAL</b>	<b>15,060,436</b>	<b>14,818,449</b>	<b>15,177,254</b>	<b>15,166,699</b>	<b>0%</b>

## FIRE ADMINISTRATION

**Purpose:** The purpose of Fire Administration is to provide overall planning, control, and management of all Fire Department activities and staff support for all divisions and directing the day-to-day administration of the Fire Department within the policies set forth by the City Council and City Manager. Fire Administration also establishes and modifies as needed all department strategies, tactics and policies in addition to administering joint training and Automatic/Mutual Aide responses with neighboring fire jurisdictions. Fire Administration also oversees its participation in the City's combined Police/Fire communications services and serves as liaison to other fire suppression and medical emergency organizations. Specific administrative activities include general administration, establishment of annual goals and objectives, staff report development, fiscal management, records management, purchasing, clerical support, program coordination and community services.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	502,920	272,970	291,767	232,519	-20%
Maintenance & Operations	43,428	49,680	129,678	49,680	-62%
Internal Service Fund Allocations	328,752	328,752	328,752	-	-100%
Capital Outlay	500,244	-	17,000	-	-100%
<b>TOTAL</b>	<b>1,375,344</b>	<b>651,402</b>	<b>767,197</b>	<b>282,199</b>	<b>-63%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	859,486	651,402	750,197	282,199	-62%
Intergovernmental Grants	515,858	-	17,000	-	-100%
<b>TOTAL</b>	<b>1,375,344</b>	<b>651,402</b>	<b>767,197</b>	<b>282,199</b>	<b>-63%</b>

## FIRE PREVENTION

**Purpose:** The purpose of Fire Prevention is to reduce the threat of life and property loss to a level equal to or less than the ten (10) year average by actively enforcing local, state and federal codes to mitigate fire and life safety hazards. The Fire Prevention Division also maintains a plan review section and hazardous materials disclosure program. The reduction of fire loss is accomplished by examining and conditioning development plans, inspecting buildings and facilities, conducting public education programs, and thoroughly investigating all fires and product hazard incidents. This program also provides Arson/Investigation responses to all fires, non-fire and hazardous materials incidents as well as providing as backfill personnel during wildland strike-team deployments.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	780,609	785,014	800,864	827,318	3%
Maintenance & Operations	16,459	29,141	29,141	26,141	-10%
Internal Service Fund Allocations	392,458	392,458	392,458	444,068	13%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,189,526</b>	<b>1,206,613</b>	<b>1,222,463</b>	<b>1,297,527</b>	<b>6%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	1,034,204	1,043,601	1,053,337	1,071,659	2%
Solid Waste	155,322	163,012	169,126	225,868	34%
<b>TOTAL</b>	<b>1,189,526</b>	<b>1,206,613</b>	<b>1,222,463</b>	<b>1,297,527</b>	<b>6%</b>

## FIRE OPERATIONS

**Purpose:** The purpose of the Operations Division is as follows: To provide directive in the deployment of all fire/medical/hazardous material resources to ensure public safety; To provide management directive and oversight to all Fire Department programs; To develop and implement public safety programs, services and life safety innovations; To establish and modify, as needed, department strategies, tactics and policies as it relates to land-based fire suppression activities and Harbor Patrol operations; To Plan and coordinate Automatic and Mutual Aid deployment of emergency response units during large-scale incidents and Wildland conflagrations; To oversee the EMS/paramedic component of the Fire Department and manage a continuing Quality Assurance/Improvement (QA/QI) program to ensure that proper medical personnel are allocated and implementing field protocols in accordance with prescribed regulations as adopted by the Los Angeles Health Care Agency.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	9,521,317	9,856,144	9,975,496	10,153,358	2%
Maintenance & Operations	264,483	339,400	363,167	335,600	-8%
Internal Service Fund Allocations	2,024,855	2,024,604	2,024,604	2,181,105	8%
Capital Outlay	51,328	-	82,017	-	-100%
<b>TOTAL</b>	<b>11,861,983</b>	<b>12,220,148</b>	<b>12,445,284</b>	<b>12,670,063</b>	<b>2%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	10,368,606	10,718,795	10,836,698	11,053,456	2%
Intergovernmental Grants	54,718	48,000	148,723	48,000	-68%
Disaster Recovery	37,402	-	-	-	0%
Harbor Tidelands	1,401,257	1,453,353	1,459,863	1,568,607	7%
<b>TOTAL</b>	<b>11,861,983</b>	<b>12,220,148</b>	<b>12,445,284</b>	<b>12,670,063</b>	<b>2%</b>

## FIRE SPECIAL SERVICES

**Purpose:** The purpose of the Special Services division is to ensure the training of all City employees in managing disaster responses and to enable the City to respond quickly and effectively to major emergencies. To establish and maintain an Emergency Management System that coordinates mitigation, preparedness, response, and recovery phases for 1) natural disasters, 2) technological disasters, and 3) national security emergencies. Manage the City's Emergency Preparedness Committee. Meet state/federal laws/mandates including the National Emergency Management System (NEMS). Promote and train the city's Community Emergency Response Teams (CERT) to respond to disasters until public safety personnel are available. Additionally, under the direction of the Special Services/Division Chief the departments Training Captain assists with the implementation of comprehensive training and education programs related to fire suppression, disaster and earthquake preparedness.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	411,969	499,798	501,822	638,558	27%
Maintenance & Operations	30,776	49,650	49,650	43,150	-13%
Internal Service Fund Allocations	190,838	190,838	190,838	235,202	23%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>633,583</b>	<b>740,286</b>	<b>742,310</b>	<b>916,910</b>	<b>24%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	633,583	740,286	742,310	916,910	24%
<b>TOTAL</b>	<b>633,583</b>	<b>740,286</b>	<b>742,310</b>	<b>916,910</b>	<b>24%</b>

## FIRE

Core Service Activities (75%)                      Total Staff Hours: 109,200<sup>1</sup>  
Total Staff Hours: 109,200<sup>2</sup>

### Fire Administration

- Direct the day-to-day administration of the Fire Department.
- Provide leadership and direction to 70 full-time employees.
- Prepare, submit and manage the annual Fire Department budget.
- Develop and redefine policy that continually improves public safety.
- Administer three automatic aide agreements for the sharing of fire units with neighboring agencies.
- Apply and administer Federal, State and local grant funding opportunities.
- Prepare approximately 12 administrative staff reports to City Council.
- Complete the Fire Department objectives contained in the City Strategic Plan.
- Facilitate and provide direction to the City Council-endorsed Citizen Corp's Council and Citizens Emergency Response Team (CERT).

### Fire Operations

- Direct, command and coordinate Fire Department and automatic aid response units during emergency incidents and large-scale disasters.
- Ensure compliance with State mandates in Wildland Mutual Aid response.
- Direct and coordinate the activities of the department Training Officer.
- Respond to approximately 5400 reported 9-1-1 incidents to include: Approximately 80-100 active fires; 1500 non-fire and marine related incidents, and 3800 medical incidents.
- Administer 500 hours (8 hours each) of mandated OSHA training to 63 in respiratory protection.
- Complete 2400 hours of fire station and emergency equipment maintenance.
- Administer 45,990 hours of annual training to 63 firefighters in required firefighting and medical skills, 2-hours per day, per individual.
- Attend 12 monthly Harbor Commission meetings.

### Fire Prevention

- Supervise the activities of all personnel assigned to Fire Prevention.
- Conduct 5400 to 5600 annual B-occupancy and fire permit inspections.
- Conduct 25 inspections during nighttime hours in all permitted nightclubs.
- Ensure fire code compliance of approximately 1100 to 1300 documented violations within 60 days of issuance.
- Conduct comprehensive investigation(s) and witness interviews in all suspected arson and hazardous materials related incidents.
- Complete approximately 325-fire sprinkler and fire alarm plan reviews within ten days of submittal and perform required field inspections.
- Conduct 122 Hazardous Materials disclosure inspections and update approximately 100 disclosure records and emergency response plans.

## FIRE

- Conduct approximately 35 public education school programs.
- Conduct approximately 25 fire station tours.
- Attend 12 monthly Public Safety Commission meetings.

### Special Services / EMS & Emergency Preparedness

- Maintain the annual registration of 40-EMT's and 23-Licensed Paramedics with the Los Angeles Department of Health Services and EMS Division.
- Provide management and directive to the Fire Department's pre-hospital care Medical Director and Nurse Practitioner.
- Attend 12 monthly meetings with the City's Area G Disaster Preparedness Coordinator to ensure operational readiness.
- Continue updating the City's Multihazard Functional Plan manuals to NEMS compliance per FEMA mandates.
- Maintain certification of 63 personnel in mandated 12-Lead EKG medical training as required by L.A. County Health Care Agency.
- Provide ongoing training to 63 suppression personnel in communicable disease control methods as required by OSHA mandates.

### Harbor Patrol

- Respond to all fire, medical, and marine related emergencies within the designated Harbor area.
- Respond to approximately seven requests for Mutual Aid.
- Conduct annual inspections on approximately 1400 vessel slips and adjacent docks documenting violations and notifying leaseholders.
- Continue eligibility for State Boating and Waterways grant funding by delivering two 40-hour boating and safety classes to the public.
- Conduct two extended Marina patrols totaling 1500 hours.

Total Staff Hours: 21,800<sup>1</sup>

### Key Projects and Assignments (15%)

Total Staff Hours: 21,800<sup>2</sup>

	<b>Hours</b>
▪ Develop a plan for the acquisition of a second 450-512 MHz radio frequency for the Fire Department's interoperability requirements by June 2009.	2,180
▪ Develop design specifications for the replacement of the Harbor Patrol facility located on Mole B by October 2008.	4,360
▪ Upgrade the Emergency Operations Center with basic disaster preparedness equipment needs and furnishings by March 2009.	7,630
▪ Administer a Department of Boating & Waterways \$80K grant for the design and delivery of a replacement Harbor Patrol vessel by December 2008.	1,090
▪ Administer a Beach Cities Health District \$42K grant for medical equipment upgrades and personnel medical training by December 2008.	1,090
▪ Conduct three (3) Fire Department sponsored CERT programs by June 2009.	3,270

## FIRE

- Coordinate the 4<sup>th</sup> of July 2008 pyrotechnics display by July 2008. 436
- Coordinate the filming and special effects of all television and motion picture filming in the City by June 2009. 1,090
- Respond to all Wildland disaster fires within the greater Los Angeles, Orange, and San Bernardino counties upon request by June 2009. 654

Total Staff Hours: 14,560<sup>1</sup>

Customer Service (10%)

Total Staff Hours: 14,560<sup>2</sup>

- Assist with approximately 300 citizen service requests involving fire code and hazardous materials violations.
- Assist with approximately 45 citizen service requests involving vessel and Marina related code and local ordinance violations.
- All fire suppression personnel to begin participation in the City sponsored Customer Service Academy.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**



**THIS PAGE LEFT INTENTIONALLY BLANK**

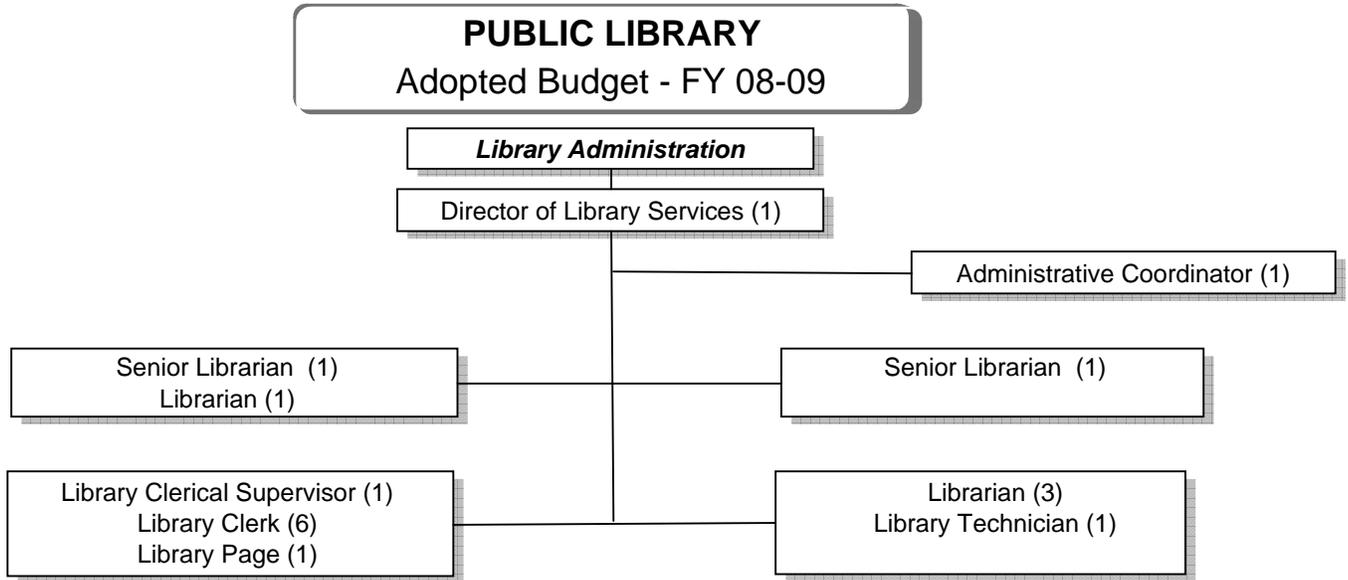
# PUBLIC LIBRARY



## PUBLIC LIBRARY

***Mission Statement:*** *The Redondo Beach Public Library provides services and materials to persons of all ages in a friendly atmosphere for the purpose of meeting the informational, educational, recreational, and cultural needs of Redondo Beach residents.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

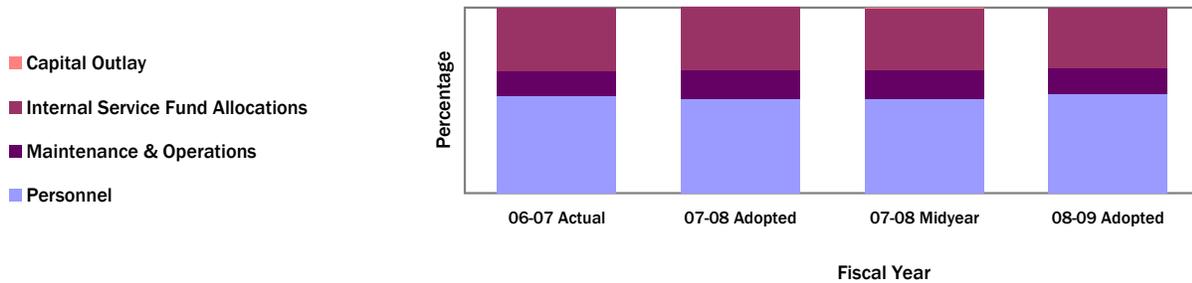
**PUBLIC LIBRARY**

1.00	Director of Library Services
2.00	Senior Librarian
4.00	Librarian
1.00	Library Clerical Supervisor
1.00	Administrative Coordinator
1.00	Library Technician
6.00	Library Clerk
1.00	Library Page
<u>17.00</u>	

**TOTAL PERSONNEL: 17.00**

## PUBLIC LIBRARY

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	1,975,917	1,938,527	1,996,063	2,039,960	2%
Maintenance & Operations	519,308	590,380	609,279	543,680	-11%
Internal Service Fund Allocations	1,290,534	1,290,534	1,290,534	1,243,053	-4%
Capital Outlay	2,611	-	19,407	-	-100%
<b>TOTAL</b>	<b>3,788,370</b>	<b>3,819,441</b>	<b>3,915,283</b>	<b>3,826,693</b>	<b>-2%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	3,778,065	3,810,961	3,898,324	3,826,693	-2%
Intergovernmental Grants	10,305	8,480	16,959	-	-100%
<b>TOTAL</b>	<b>3,788,370</b>	<b>3,819,441</b>	<b>3,915,283</b>	<b>3,826,693</b>	<b>-2%</b>

## PUBLIC LIBRARY

	Total Staff Hours: 32,710 <sup>1</sup>
Core Service Activities (92%)	Total Staff Hours: 32,640 <sup>2</sup>

- Operate the Main Library with 56 weekly public open hours Monday – Thursday 10:00 A.M. to 8:00 P.M. , Friday 10:00 A.M. to 6:00 P.M., Saturday 9:00 A.M. to 5:00 P.M. and closed Sundays and 12 holidays with part-time staffing of approximately 24,250 hours.
- Operate the North Branch Library with 46 weekly public open hours Monday – Thursday 12:00 P.M. to 8:00 P.M. , Friday 12:00 P.M. to 6:00 P.M., Saturday 9:00 A.M. to 5:00 P.M. and closed Sundays and 12 holidays with part-time staffing of approximately 4,820 hours.
- Provide Internet access for 45,000 users.
- Maintain the Library’s web page with timely information and access to remote databases 24 hours a day and Live Homework Help for students grades 4-12.

	Total Staff Hours: 2,000 <sup>1</sup>
Key Projects and Assignments (6%)	Total Staff Hours: 2,070 <sup>2</sup>

- |   | Hours |
|---|-------|
| ▪ Host a Main Library Grand Re-opening after completion of space reallocation by August 2008 with part-time staffing of approximately 50 hours.                 | 50    |
| ▪ Plan and implement the migration of the Dynix circulation system to SirsiDynix Symphony by March 2009 working with the IT Department.                         | 800   |
| ▪ Complete milestones for rebuilding of North Branch Library as determined by the North Branch Library Task Force assigned to the Capital Improvements Project. | 1,160 |
| ▪ Host ten teen programs by June 2009.  | 60    |

	Total Staff Hours: 650 <sup>1</sup>
Customer Service (2%)	Total Staff Hours: 650 <sup>2</sup>

- Achieve a customer satisfaction rating exceeding 92% on the annual user survey.
- Respond to customer phone calls and emails within 24 business hours.
- Conduct a Staff Development Day by June 2009.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**



**THIS PAGE LEFT INTENTIONALLY BLANK**

# RECREATION AND COMMUNITY SERVICES



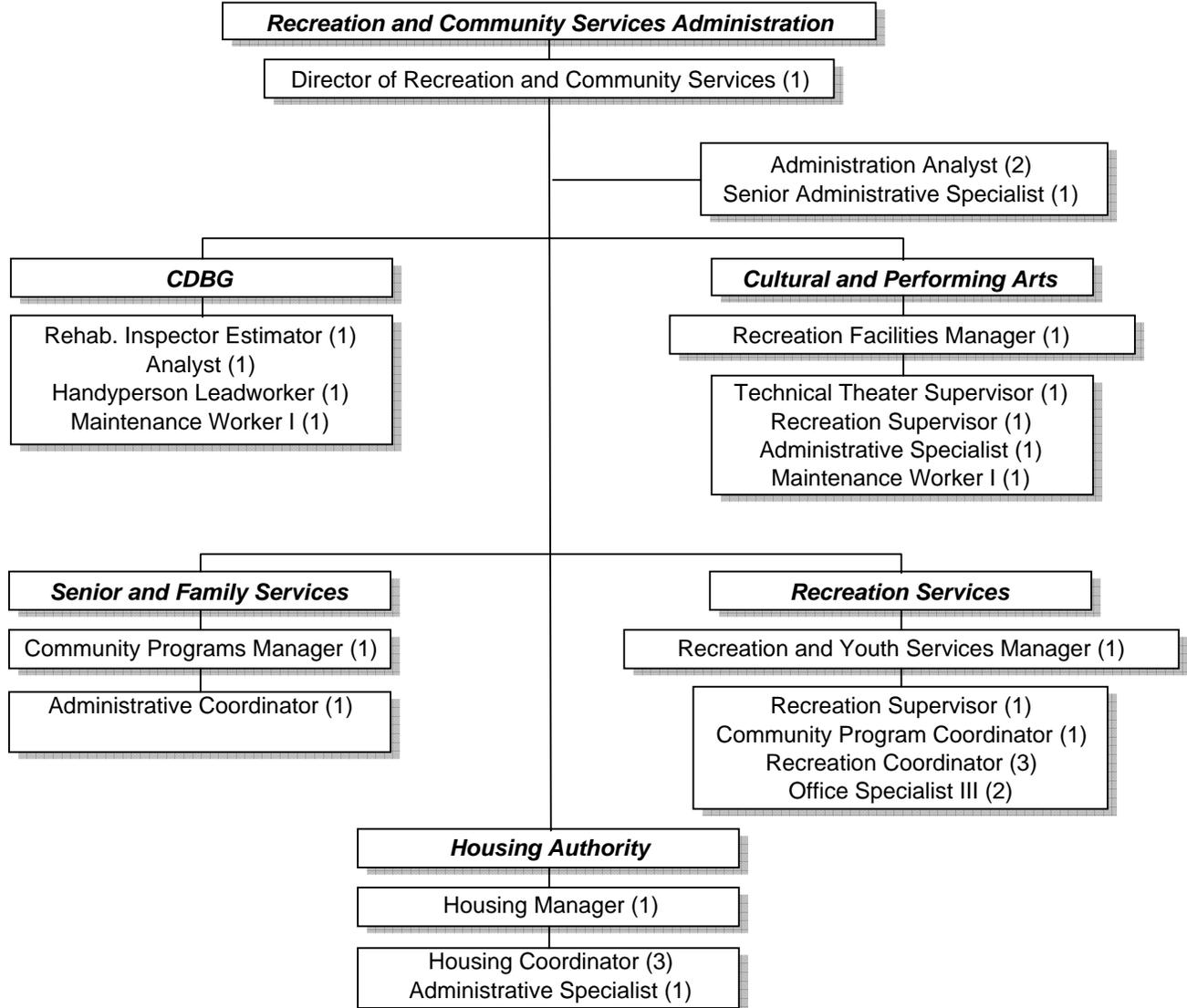
## RECREATION AND COMMUNITY SERVICES

***Mission Statement:*** *To enrich and improve the quality of life in Redondo Beach by providing excellent recreation and cultural programs, activities, facilities, and social and family services in accordance with the values of the community.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.

## RECREATION AND COMMUNITY SERVICES

Adopted Budget - FY 08-09



**SUMMARY OF PERSONNEL  
2008-2009**

**RECREATION AND COMMUNITY SERVICES**

Senior Services

1.00	Community Programs Manager
<u>1.00</u>	Administrative Coordinator
2.00	

Housing Authority

1.00	Housing Manager
3.00	Housing Coordinator
<u>1.00</u>	Administrative Specialist
5.00	

Community Development Block Grant

1.00	Rehab. Inspector Estimator
1.00	Analyst
1.00	Handyperson Leadworker
<u>1.00</u>	Maintenance Worker I
4.00	

Administration

1.00	Director of Recreation and Community Services
2.00	Administration Analyst
<u>1.00</u>	Senior Administrative Specialist
4.00	

Cultural and Performing Arts

1.00	Recreation Facilities Manager
1.00	Technical Theater Supervisor
1.00	Recreation Supervisor
1.00	Administrative Specialist
<u>1.00</u>	Maintenance Worker I
5.00	

Recreation Facilities

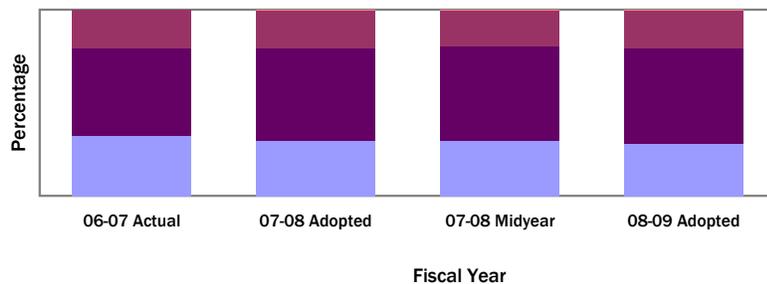
1.00	Recreation and Youth Services Manager
1.00	Recreation Supervisor
1.00	Community Program Coordinator
3.00	Recreation Coordinator
<u>2.00</u>	Office Specialist III
8.00	

**TOTAL PERSONNEL: 28.00**

## RECREATION AND COMMUNITY SERVICES

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	4,264,578	4,066,592	4,209,887	3,727,723	-11%
Maintenance & Operations	6,281,389	6,884,148	7,182,487	6,705,518	-7%
Internal Service Fund Allocations	2,727,757	2,728,007	2,728,007	2,719,513	0%
Capital Outlay	1,207	70,000	70,000	50,000	-29%
<b>TOTAL</b>	<b>13,274,931</b>	<b>13,748,747</b>	<b>14,190,381</b>	<b>13,202,754</b>	<b>-7%</b>

- Capital Outlay
- Internal Service Fund Allocations
- Maintenance & Operations
- Personnel



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	5,337,619	5,539,962	5,675,727	6,025,754	6%
Intergovernmental Grants	116,898	-	3,332	-	-100%
South Bay Youth Project	873,210	916,018	925,780	-	-100%
Community Develop Block Grant	652,860	767,089	784,467	481,725	-39%
Workforce Investment Act	784,707	695,695	720,956	-	-100%
Housing Authority	5,005,186	5,121,520	5,143,789	5,582,531	9%
Harbor Tidelands	319,154	383,044	424,647	384,872	-9%
Redevelopment Agency	185,297	325,419	511,683	727,872	42%

## RECREATION AND COMMUNITY SERVICES ADMINISTRATION

**Purpose:** To provide leadership and accountable direction to the Department's Recreation Services, Senior and Family Services, Cultural and Performing Arts, Housing, and Community Development Block Grant Divisions and the Department's 28 full-time, approximately 300 part-time (42.5 full-time equivalent) positions, and numerous contract employees to ensure the community receives premier and cost effective services that improve the attractiveness and livability of Redondo Beach neighborhoods, promote public safety, and encourage economic growth.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	410,104	386,678	403,350	447,260	11%
Maintenance & Operations	25,194	27,550	45,161	34,210	-24%
Internal Service Fund Allocations	76,581	76,581	76,581	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>511,879</b>	<b>490,809</b>	<b>525,092</b>	<b>481,470</b>	<b>-8%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	511,879	490,809	525,092	481,470	-8%
<b>TOTAL</b>	<b>511,879</b>	<b>490,809</b>	<b>525,092</b>	<b>481,470</b>	<b>-8%</b>

## RECREATION AND COMMUNITY SERVICES

### RECREATION SERVICES

**Purpose:** To manage the operation of the Alta Vista Tennis Complex, Aviation Park gymnasium and track & field, Wilderness Park, Knob Hill Community Center, Hayward Community Center, Veteran's Park Community Center, Seaside Lagoon, weekly Farmer's Market, the After School & Summer Park Playground programs, Breakwater Camp, adult sports leagues, and provide a variety of quality and innovative user-pay programs, classes, venues, and activities for Redondo Beach residents to improve the livability of the City's neighborhoods, provide positive activities for the youth of the community, and promote the community's health and quality of life.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	1,289,515	1,301,867	1,338,884	1,367,859	2%
Maintenance & Operations	795,353	882,530	1,014,412	843,152	-17%
Internal Service Fund Allocations	1,120,482	1,120,732	1,120,732	1,339,371	20%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>3,205,350</b>	<b>3,305,129</b>	<b>3,474,028</b>	<b>3,550,382</b>	<b>2%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	2,866,747	2,922,085	2,993,225	3,165,510	6%
Intergovernmental Grants	8,898	-	3,332	-	-100%
South Bay Youth Project	10,551	-	52,824	-	-100%
Harbor Tidelands	319,154	383,044	424,647	384,872	-9%
<b>TOTAL</b>	<b>3,205,350</b>	<b>3,305,129</b>	<b>3,474,028</b>	<b>3,550,382</b>	<b>2%</b>

## RECREATION AND COMMUNITY SERVICES SOUTH BAY YOUTH PROJECT

**Purpose:** To provide individual, family and group counseling, parent education, school-based counseling programs, substance abuse prevention activities, and information and referral services for South Bay youth and their families and ultimately improve public safety and the livability of community neighborhoods.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	225,599	245,327	246,869	-	-100%
Maintenance & Operations	504,099	537,730	493,126	-	-100%
Internal Service Fund Allocations	132,961	132,961	132,961	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>862,659</b>	<b>916,018</b>	<b>872,956</b>	<b>-</b>	<b>-100%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
South Bay Youth Project	862,659	916,018	872,956	-	-100%
<b>TOTAL</b>	<b>862,659</b>	<b>916,018</b>	<b>872,956</b>	<b>-</b>	<b>-100%</b>

## RECREATION AND COMMUNITY SERVICES WORKFORCE INVESTMENT ACT (WIA)

**Purpose:** To operate the One-Stop career center and provide employment and job training services, including computer skills, resume preparation, job search strategies, occupational skills, and placement assistance for displaced workers, youth clients, and local residents to promote financial stability and economic growth in the community.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	644,751	413,054	437,695	-	-100%
Maintenance & Operations	67,355	102,040	105,570	-	-100%
Internal Service Fund Allocations	180,601	180,601	180,601	-	-100%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>892,707</b>	<b>695,695</b>	<b>723,866</b>	<b>-</b>	<b>-100%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	-	-	2,910	-	-100%
Intergovernmental Grants	108,000	-	-	-	0%
Workforce Investment Act	784,707	695,695	720,956	-	-100%
<b>TOTAL</b>	<b>892,707</b>	<b>695,695</b>	<b>723,866</b>	<b>-</b>	<b>-100%</b>

## RECREATION AND COMMUNITY SERVICES CULTURAL AND PERFORMING ARTS

**Purpose:** To operate the City's 1,457 seat Performing Arts Center, the 126 seat Redondo Beach Playhouse and the Historical Museum, produce 3 community theater shows, and provide the annual drama camp, the Summer Concert Series and the Outdoor Family Classic Film Festival for Redondo Beach residents to improve the livability of the City's neighborhoods and increase and enhance the variety and quality of the community's cultural events and activities.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	575,758	643,262	656,529	714,226	9%
Maintenance & Operations	106,282	142,470	148,520	127,710	-14%
Internal Service Fund Allocations	746,259	746,259	746,259	894,409	20%
Capital Outlay	1,207	70,000	70,000	50,000	-29%
<b>TOTAL</b>	<b>1,429,506</b>	<b>1,601,991</b>	<b>1,621,308</b>	<b>1,786,345</b>	<b>10%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	1,429,506	1,601,991	1,621,308	1,786,345	10%
<b>TOTAL</b>	<b>1,429,506</b>	<b>1,601,991</b>	<b>1,621,308</b>	<b>1,786,345</b>	<b>10%</b>

## RECREATION AND COMMUNITY SERVICES SENIOR AND FAMILY SERVICES

**Purpose:** To provide programs, services, information, referrals, and recreational activities for the community's expanding senior and adult disabled population that promote physical and mental health and enhance the livability of Redondo Beach neighborhoods.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	261,081	252,661	260,776	281,569	8%
Maintenance & Operations	77,100	81,110	81,110	79,020	-3%
Internal Service Fund Allocations	191,306	191,306	191,306	231,840	21%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>529,487</b>	<b>525,077</b>	<b>533,192</b>	<b>592,429</b>	<b>11%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	529,487	525,077	533,192	592,429	11%
<b>TOTAL</b>	<b>529,487</b>	<b>525,077</b>	<b>533,192</b>	<b>592,429</b>	<b>11%</b>

## RECREATION AND COMMUNITY SERVICES HOUSING AUTHORITY

**Purpose:** To provide rent subsidies to low-income individuals and families so they may reside in affordable, decent, safe and sanitary housing, and to offer general information regarding landlord/tenant laws to the affected public, ultimately improving the City's attractiveness and the livability of neighborhoods.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	444,432	435,637	457,286	489,455	7%
Maintenance & Operations	4,398,269	4,523,398	4,524,018	5,084,106	12%
Internal Service Fund Allocations	162,485	162,485	162,485	136,970	-16%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>5,005,186</b>	<b>5,121,520</b>	<b>5,143,789</b>	<b>5,710,531</b>	<b>11%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Housing Authority	5,005,186	5,121,520	5,143,789	5,582,531	9%
Redevelopment Agency	-	-	-	128,000	n/a
<b>TOTAL</b>	<b>5,005,186</b>	<b>5,121,520</b>	<b>5,143,789</b>	<b>5,710,531</b>	<b>11%</b>

## RECREATION AND COMMUNITY SERVICES COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

**Purpose:** To provide resources and services, including the Mobility Access, Handyperson, and Deferred Payment Loan programs for low income homeowners, and the Commercial Rehabilitation Program for business owners, that improve individual living environments, enhance the attractiveness of Redondo Beach neighborhoods and commercial corridors, and promote economic growth.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	413,338	388,106	408,498	427,354	5%
Maintenance & Operations	307,737	587,320	770,570	537,320	-30%
Internal Service Fund Allocations	117,082	117,082	117,082	116,923	0%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>838,157</b>	<b>1,092,508</b>	<b>1,296,150</b>	<b>1,081,597</b>	<b>-17%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Community Develop Block Grant	652,860	767,089	784,467	481,725	-39%
Redevelopment Agency	185,297	325,419	511,683	599,872	17%
<b>TOTAL</b>	<b>838,157</b>	<b>1,092,508</b>	<b>1,296,150</b>	<b>1,081,597</b>	<b>-17%</b>

## RECREATION AND COMMUNITY SERVICES

- Core Service Activities (89%)
- Total Staff Hours: 63,960<sup>1</sup>  
Total Staff Hours: 62,828<sup>2</sup>
- Operate 17 community recreation and cultural facilities.
  - Provide staff liaisons to the Recreation and Parks, Historical, Youth and Housing Commissions.
  - Produce four (quarterly) City Newsletters/Program Brochures.
  - Schedule and manage 95 special events at the Seaside Lagoon.
  - Provide recreation programs and classes to 20,000 registered youth and adult participants.
  - Administer the Thursday Farmers Market and coordinate 28 vendors per week.
  - Operate an After School Program that serves 400 students per year.
  - Serve as liaison to eight local youth sports organizations and assist in the annual coordination of field space and other City support needs.
  - Manage the Redondo Beach Performing Arts Center and serve approximately 55 clients who lease the facility for 266 days each year and provide 175 performances, presentations, and/or meetings for 430,000 annual audience members.
  - Produce and direct two musicals and a play at the Redondo Beach Community Playhouse and administer the annual Summer Drama Camp.
  - Provide eight Summer Concert Series performances and four outdoor Family Classic Film Festival showings.
  - Coordinate the annual 4<sup>th</sup> of July Fireworks Celebration, Veterans Day Tribute, and Health Fair events.
  - Plan and organize programs and services annually for 40,000 senior citizen and adult-disabled participants at the City's three senior centers through the coordination of 150 volunteers.
  - Provide counter and referral assistance to 15,000 senior and adult-disabled citizens.
  - Coordinate and manage the senior lunch program in conjunction with local community partners to provide 7,200 lunches each year.
  - Administer the City Section 8 Housing program and provide rental assistance to approximately 540 households each month.
  - Provide \$186,000 in deferred payment loans for housing rehabilitation projects to between three and four low income homeowners through CDBG.
  - Administer CDBG mobility access projects and provide handyperson improvements for 40 low income homeowners.

## RECREATION AND COMMUNITY SERVICES

	Total Staff Hours: 17,058 <sup>1</sup>	
Key Projects and Assignments (6%)	Total Staff Hours: 4,355 <sup>2</sup>	
		<b>Hours</b>
<ul style="list-style-type: none"> <li>▪ Develop conceptual design options and complete the community outreach process for a contemporary (Seaside Lagoon) special events venue and recreational water facility by December 2008.</li> <li>▪ Coordinate the capital projects for park, recreation, and cultural facilities that receive FY 2008-09 appropriations and/or volunteer funding and support by June 2009.</li> <li>▪ Continue the expansion of RBPAC marketing and public relations initiatives and increase the number of bookings by 10% by June 2009.</li> <li>▪ Implement corporate and individual RBPAC naming rights/sponsorship agreements by September 2008.</li> <li>▪ Develop/present an RBPAC film series by September 2008.</li> <li>▪ Develop a co-presentation agreement for Musical Theatre for Young Audiences by June 2009.</li> <li>▪ Present the High School Musical Theatre Festival by May 2009.</li> <li>▪ Host twelve visual art exhibitions at RBPAC by June 2009.</li> <li>▪ Implement the approved long term operating strategies for the Housing, SBYP, and WIA Divisions by September of 2008.</li> <li>▪ Train SFS part-time staff members and volunteers in senior center operating and emergency procedures by December 2008.</li> <li>▪ Solicit sponsorship funding for the annual Senior Health Fair and the re-production of the "Answer Book" referral guide by June 2009.</li> <li>▪ With assistance from Human Resources, complete a comprehensive review of the department's policies and procedures for managing part-time employees by December 2008.</li> <li>▪ Institute contemporary contract policies and procedures for the department's User Pay Program by January 2009.</li> </ul>		<p>320</p> <p>1,615</p> <p>880</p> <p>180</p> <p>125</p> <p>55</p> <p>130</p> <p>55</p> <p>640</p> <p>90</p> <p>50</p> <p>110</p> <p>105</p>

	Total Staff Hours: 4,262 <sup>1</sup>
Customer Service and Referrals (5%)	Total Staff Hours: 3,537 <sup>2</sup>

- Create a facility and program user list for web/email based information outreach items by April 2009.
- Respond within a 24 hour period to at least 95% of the RBPAC's more than 1000 non-client phone queries each year by June 2009.
- Conduct customer service surveys and achieve a 90% satisfaction rating or better for all recreation and cultural services programs and a 95% satisfaction rating or better for all social service programs by June 2009.
- Implement an instructor/class content auditing program for the department's User Pay program by January 2009.

<sup>1</sup>Adopted Budget 07-08

<sup>2</sup>Adopted Budget 08-09

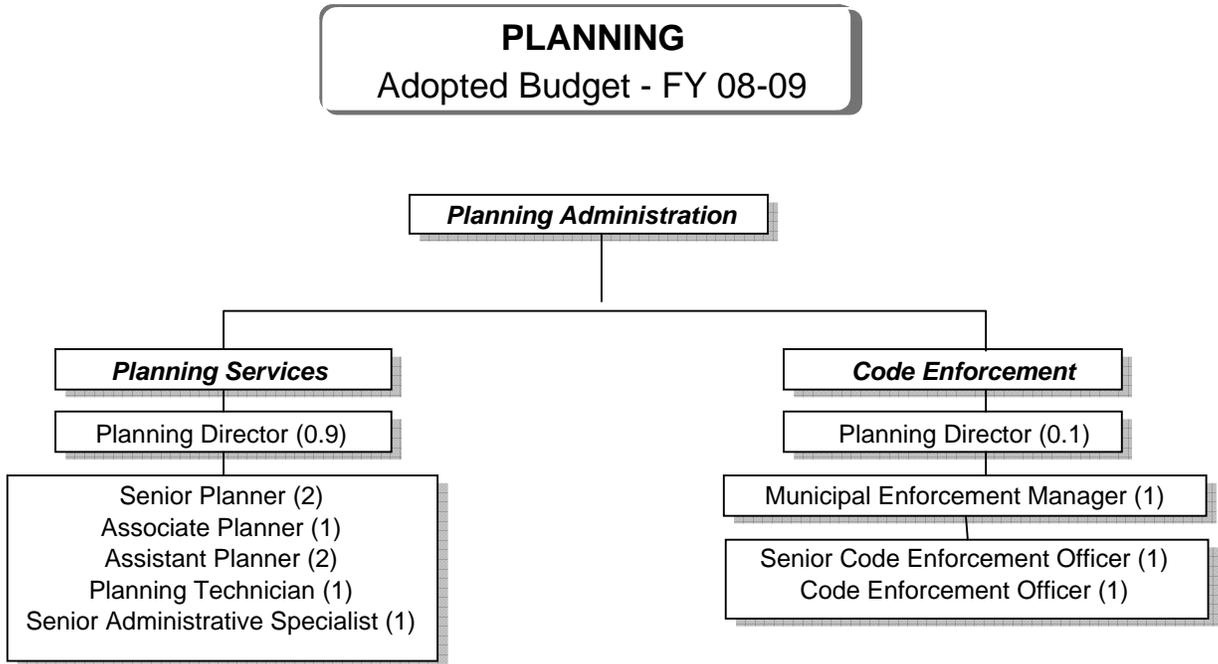
# PLANNING



## PLANNING

**Mission Statement:** *The Planning Department is committed to enhancing the quality of life of the City's residents, businesses and visitors, and to promote a well-designed, physically integrated, livable and prosperous community.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

**PLANNING**

Planning Services

0.90	Planning Director
2.00	Senior Planner
1.00	Associate Planner
2.00	Assistant Planner
1.00	Planning Technician
<u>1.00</u>	Senior Administrative Specialist
7.90	

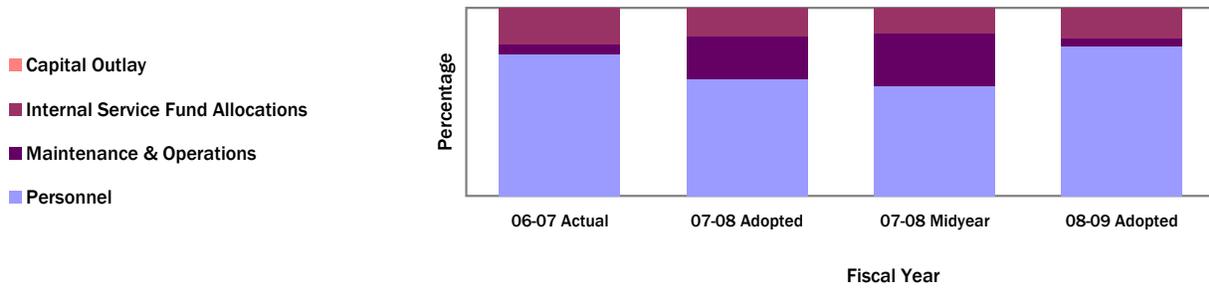
Code Enforcement

0.10	Planning Director
1.00	Municipal Enforcement Manager
1.00	Senior Code Enforcement Officer
<u>1.00</u>	Code Enforcement Officer
3.10	

**TOTAL PERSONNEL: 11.00**

## PLANNING

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	1,125,701	1,042,532	1,090,089	1,157,531	6%
Maintenance & Operations	84,029	390,129	526,665	55,976	-89%
Internal Service Fund Allocations	288,814	252,745	252,745	235,469	-7%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,498,544</b>	<b>1,685,406</b>	<b>1,869,499</b>	<b>1,448,976</b>	<b>-22%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	1,498,544	1,685,406	1,869,499	1,448,976	-22%
<b>TOTAL</b>	<b>1,498,544</b>	<b>1,685,406</b>	<b>1,869,499</b>	<b>1,448,976</b>	<b>-22%</b>

## PLANNING PLANNING SERVICES

**Purpose:** The Planning Division administers the City's long-range and current planning programs, as guided by the City's adopted General Plan and Zoning Ordinance to provide for the types and mix of land uses necessary to serve the needs of existing and future residents, to ensure that projects are developed to achieve a high level of quality, to improve the livability of neighborhoods, and to enhance the economic health of the community. Specific programs of the Division include:

- Development review to permit property owners to make improvements to property in conformance with the General Plan and Zoning Ordinance;
- Updating the General Plan and Zoning Ordinance to meet the changing land use and development needs of the community; and
- Administration of the City's Historic Preservation Program to assist property owners who submit applications to designate their own properties as historic landmarks and/or historic districts, and to safeguard the City's heritage, identity, and visual character.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	829,152	871,360	907,596	968,791	7%
Maintenance & Operations	74,447	381,730	518,266	49,400	-90%
Internal Service Fund Allocations	215,203	215,203	215,203	162,564	-24%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,118,802</b>	<b>1,468,293</b>	<b>1,641,065</b>	<b>1,180,755</b>	<b>-28%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	1,118,802	1,468,293	1,641,065	1,180,755	-28%
<b>TOTAL</b>	<b>1,118,802</b>	<b>1,468,293</b>	<b>1,641,065</b>	<b>1,180,755</b>	<b>-28%</b>

## PLANNING CODE ENFORCEMENT

**Purpose:** The Code Enforcement Division enforces the City's Zoning Ordinance, housing code, and other related codes to protect the public health, safety and welfare and to maintain a safe and desirable environment for all who live in, work in, and visit the city.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	%
					Inc/Dec
Personnel	296,549	171,172	182,493	188,740	3%
Maintenance & Operations	9,582	8,399	8,399	6,576	-22%
Internal Service Fund Allocations	73,611	37,542	37,542	72,905	94%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>379,742</b>	<b>217,113</b>	<b>228,434</b>	<b>268,221</b>	<b>17%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	%
					Inc/Dec
General Fund	379,742	217,113	228,434	268,221	17%
<b>TOTAL</b>	<b>379,742</b>	<b>217,113</b>	<b>228,434</b>	<b>268,221</b>	<b>17%</b>

## PLANNING

Total Staff Hours: 16,000<sup>1</sup>

### Core Service Activities (66%)

Total Staff Hours: 15,000<sup>2</sup>

- Respond to 2,500 public counter information inquiries and approximately 4,000 phone calls about zoning, the General Plan, projects and planning applications.
- Complete the administrative processing of approximately 40 2-3 unit residential applications, with 90% (36) completed within 30 days and 10% (4) completed within 45 days.
- Render an administrative decision for approximately 18 modifications (administrative variances) within 21 days of submittal of an application.
- Complete the processing of approximately 60 applications requiring approval of the Planning Commission, Harbor Commission, and Preservation Commission.
- Complete the processing of approximately 4 zoning amendments and 3 General Plan amendments.
- Complete all final inspections for development projects (approximately 100) within 48 hours of the request for inspection.
- Complete approximately 440 reviews of development plans submitted for plan check with 350 (80%) completed within three weeks and 440 (100%) completed within six weeks.
- Issue approximately 160 stop work orders for construction being performed without a permit.
- Perform 300 business license investigations related to businesses with expired business licenses and businesses operating without a license.
- Complete processing of an estimated 6 new entertainment permits.
- Complete processing of approximately 6 Massage Business Location Permit applications and approximately 15 Massage Practitioner Permit applications.

Total Staff Hours: 3,000<sup>1</sup>

### Key Projects and Assignments (18%) Total Staff Hours: 4,200<sup>2</sup>

- |   | <b>Hours</b> |
|---|--------------|
| ▪ Complete a comprehensive update of the Circulation Element of the General Plan for consideration of the City Council by October 2008.   | 300          |
| ▪ Complete a comprehensive update of the Housing Element of the General Plan for consideration of the City Council by October 2009, and consider necessary revisions to achieve certification of the Housing Element (following review by the California Department of Housing and Community Development) by February 2009. | 400          |
| ▪ Complete Citizens' Growth Management Committee process with recommendations relating to the update to the Housing and Circulation elements of the General Plan and other items assigned it forwarded to the City Council by August 2008.  | 100          |

## PLANNING

- 3,200
 ▪ Prepare amendments to the Zoning Ordinance and General Plan as directed by the City Council in response to projects included on the next update to the Strategic Plan objectives; in response to recommendations from the Citizens' Growth Management Committee; and to implement policies of the Housing Element and Circulation Element of the General Plan, for consideration by the Planning Commission and City Council throughout the fiscal year.
- 200
 ▪ Complete any necessary modifications required by the Coastal Commission to the Harbor and Pier land use amendments for consideration by the City Council by February 2009.

	Total Staff Hours: 3,880 <sup>1</sup>
Customer Service (16%)	Total Staff Hours: 3,680 <sup>2</sup>

- Expedite plan checks for projects involving additions of 500 square feet or less by implementing a policy for a 3-day turn around for such projects.
- Provide at least eight hours of training to key department staff in public speaking presentation skills by December 2008.
- Provide a training session to improve report writing skills for appropriate staff by December 2008.
- Achieve a service satisfaction average rating of 4 out of 5 for all categories of responses on customer service surveys in the Planning Division.
- Respond to approximately 250 inquiries at the counter regarding Code Enforcement operations and ordinances.
- Respond to approximately 4,000 phone inquiries about Code Enforcement related issues.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**

# ENGINEERING AND BUILDING SERVICES



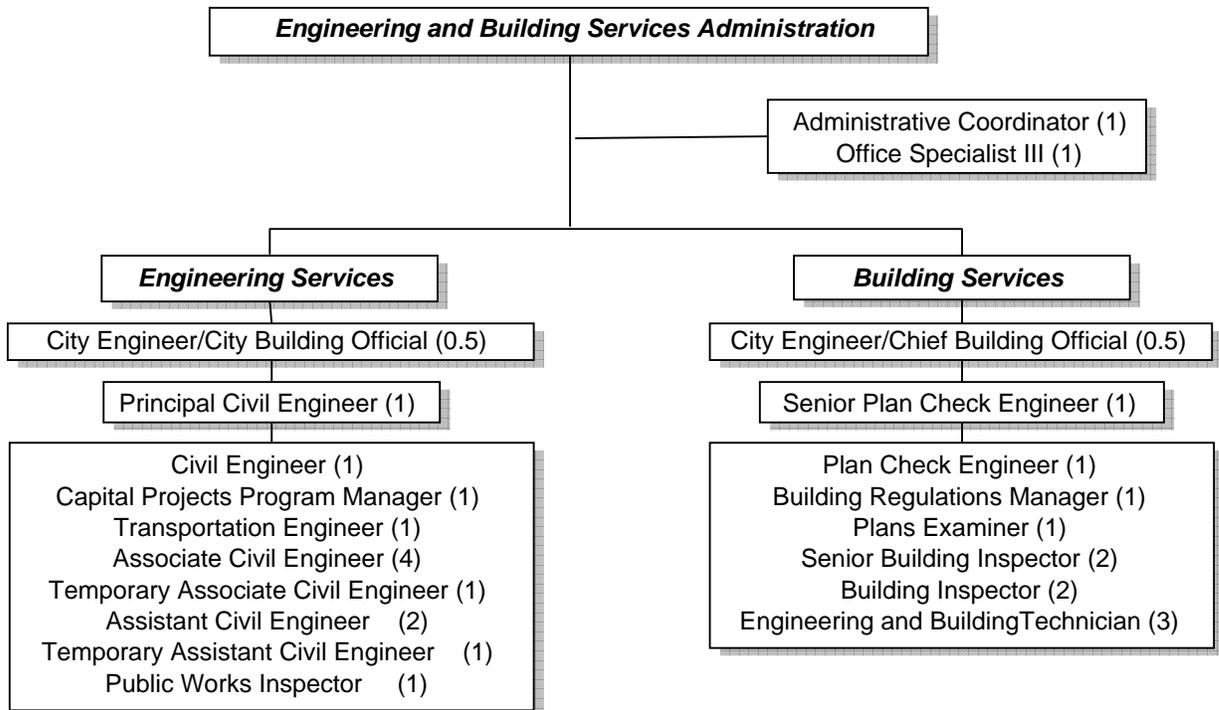
## ENGINEERING AND BUILDING SERVICES

***Mission Statement:*** *To ensure that public and private facilities are constructed in a safe and cost-effective manner.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.

**ENGINEERING AND BUILDING SERVICES**

Adopted Budget - FY 08-09



**SUMMARY OF PERSONNEL  
2008-2009**

**ENGINEERING AND BUILDING SERVICES**

Engineering Services

0.50	City Engineer/City Building Official
1.00	Principal Civil Engineer
1.00	Civil Engineer
1.00	Capital Projects Program Manager
1.00	Transportation Engineer
4.00	Associate Civil Engineer
1.00	Temporary Associate Civil Engineer
2.00	Assistant Civil Engineer
1.00	Temporary Assistant Civil Engineer
1.00	Public Works Inspector
1.00	Administrative Coordinator
<u>14.50</u>	

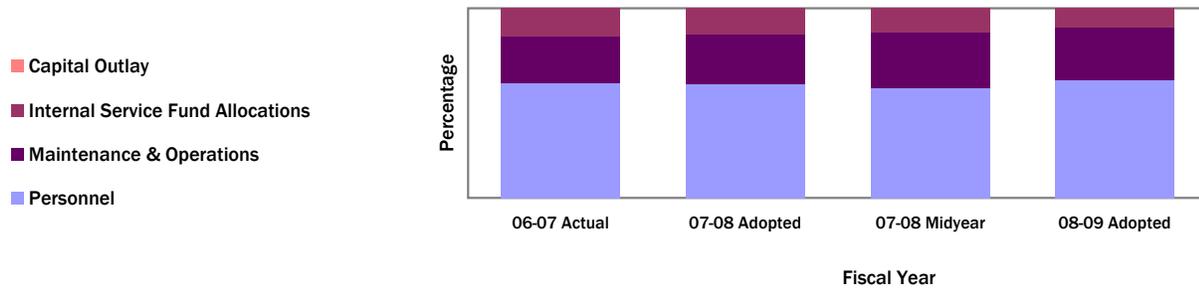
Building Services

0.50	City Engineer/Chief Building Official
1.00	Senior Plan Check Engineer
1.00	Plan Check Engineer
1.00	Building Regulations Manager
1.00	Plans Examiner
2.00	Senior Building Inspector
2.00	Building Inspector
3.00	Engineering and Building Technician
1.00	Office Specialist III
<u>12.50</u>	

**TOTAL PERSONNEL: 27.00**

## ENGINEERING AND BUILDING SERVICES

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	2,501,459	2,772,253	2,890,039	3,316,685	15%
Maintenance & Operations	1,016,966	1,219,230	1,456,546	1,476,424	1%
Internal Service Fund Allocations	602,331	638,400	638,400	559,239	-12%
Capital Outlay	3,386	-	-	-	0%
<b>TOTAL</b>	<b>4,124,142</b>	<b>4,629,883</b>	<b>4,984,985</b>	<b>5,352,348</b>	<b>7%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	3,312,742	3,676,342	3,913,538	3,841,718	-2%
Street Landscaping & Lighting	121,279	61,629	69,064	101,577	47%
Proposition C	-	10,000	10,000	-	-100%
Capital Projects	106,252	108,765	183,969	118,325	-36%
Harbor Tidelands	20,683	5,000	29,316	6,071	-79%
Harbor Uplands	-	5,000	5,000	4,900	-2%
Wastewater	563,186	763,147	774,098	1,279,757	65%
<b>TOTAL</b>	<b>4,124,142</b>	<b>4,629,883</b>	<b>4,984,985</b>	<b>5,352,348</b>	<b>7%</b>

## ENGINEERING AND BUILDING SERVICES ENGINEERING SERVICES

**Purpose:** The Engineering Division of the Engineering and Building Services Department is charged with the tasks of maintaining compliance with environmental regulations, CIP construction management, public right-of-way management, and infrastructure management. These tasks are accomplished using both active and interactive methods, with the goal of constantly improving the attractiveness and livability of our neighborhoods. Our experienced and dedicated staff is committed to being efficient and cost-conscious in all areas of our operations. A task with which we take extra concern is keeping residents apprised of pertinent projects in their areas. The Engineering Division is dedicated to supporting the City's Mission, Core Values, and Strategic Plan goals.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	1,416,072	1,406,342	1,468,525	1,766,195	20%
Maintenance & Operations	864,503	1,117,639	1,299,434	1,429,833	10%
Internal Service Fund Allocations	299,992	299,992	299,992	289,296	-4%
Capital Outlay	3,386	-	-	-	0%
<b>TOTAL</b>	<b>2,583,953</b>	<b>2,823,973</b>	<b>3,067,951</b>	<b>3,485,324</b>	<b>14%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	1,772,553	1,870,432	1,996,504	1,974,694	-1%
Street Landscaping & Lighting	121,279	61,629	69,064	101,577	47%
Proposition C	-	10,000	10,000	-	-100%
Capital Projects	106,252	108,765	183,969	118,325	-36%
Harbor Tidelands	20,683	5,000	29,316	6,071	-79%
Harbor Uplands	-	5,000	5,000	4,900	-2%
Wastewater	563,186	763,147	774,098	1,279,757	65%
<b>TOTAL</b>	<b>2,583,953</b>	<b>2,823,973</b>	<b>3,067,951</b>	<b>3,485,324</b>	<b>14%</b>

## ENGINEERING AND BUILDING SERVICES BUILDING SERVICES

**Purpose:** The Building Division of the Engineering and Building Services Department is charged with the plan checking, permitting, and inspection of all private construction within the City. These tasks are accomplished using both active and interactive methods, with the goal of constantly improving the attractiveness and livability of our neighborhoods. Being fully staffed in our Plan Checking arena was a goal of the prior fiscal year, and will continue to pay out positive dividends in plan checking turnaround time and customer service throughout 2008-2009. Our experienced and dedicated staff is committed to being efficient and cost-conscious in all areas of our operations. The Building Division is dedicated to supporting the City's Mission, Core Values, and Strategic Plan goals.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	1,085,387	1,365,911	1,421,514	1,550,490	9%
Maintenance & Operations	152,463	101,591	157,112	46,591	-70%
Internal Service Fund Allocations	302,339	338,408	338,408	269,943	-20%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,540,189</b>	<b>1,805,910</b>	<b>1,917,034</b>	<b>1,867,024</b>	<b>-3%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	1,540,189	1,805,910	1,917,034	1,867,024	-3%
<b>TOTAL</b>	<b>1,540,189</b>	<b>1,805,910</b>	<b>1,917,034</b>	<b>1,867,024</b>	<b>-3%</b>

## ENGINEERING AND BUILDING SERVICES

Core Service Activities (66%) Total Staff Hours: 30,624<sup>1</sup>  
Total Staff Hours: 35,960<sup>2</sup>

- Complete an average of 55 counter requests daily for a total of 12,870 annually.
- Perform 4,000 annual Engineering inspections within 24 hours.
- Complete 750 annual Engineering plan checks within 2 weeks.
- Complete 350 annual land management transactions within 1 week.
- Resolve an average of 5 citizen / Council requests weekly for a total of 260 annually.
- Upgrade 150 sewer and storm drain data entries annually.
- Train one staff person on GIS annually through on-line classes.
- Create approximately 250 GIS maps annually for Engineering and other departments.
- Maintain GIS data layers; update the GIS daily to provide up-to-date information regarding City Assets / infrastructure.
- Update and maintain GIS web-based services bi-weekly.
- Repair and replace 5,000 lineal feet of sewer line annually.
- Upgrade 15 sewer pump stations control software annually.
- Resurface 35 lane miles of pavement annually.
- Facilitate planning and oversee construction of 20 new capital improvement projects within one year of approval.
- Resolve 30 administrative issues annually, within 2 months of notification.
- Resolve 5 issues that require Commission or Council approval, within 6 months of notification.
- Prepare 9 Public Works Commission agenda packages annually with an average of 2 new items per meeting.
- Perform 15,000 annual Building inspections within 24 hours.
- Issue 3,000 Building permits annually.
- Complete 2,750 annual Building plan checks.
- Provide 1,000 annual Building reports within 3 business days.
- Coordinate development of a draft Five Year Capital Improvement Program annually.

Key Projects and Assignments (19%) Total Staff Hours: 15,312<sup>1</sup>  
Total Staff Hours: 10,000<sup>2</sup>

- |  | Hours |
|--|-------|
| ▪ Commence and complete construction on the following street improvement and public safety projects: |       |
| ○ PCH at Sapphire / S Francisca Traffic Calming.   | 240   |
| ○ Ford Avenue / Marshallfield Lane Storm Drain.  | 900   |
| ○ Phase II of the Bicycle Transportation Plan Implementation.  | 240   |
| ○ Safe Routes to School Traffic Control Improvement.   | 400   |
| ○ North Redondo Beach Bikeway grant-funded solar-powered lighting.                                   | 240   |
| ○ Wilderness Park Fire Safety and Emergency Improvement.   | 180   |
| ○ Torrance Boulevard / PCH Left Turn Signal.   | 100   |

## ENGINEERING AND BUILDING SERVICES

○ Pavement Management Survey.	240
○ Catalina Avenue from PCH to Beryl Street.	800
○ Sanitary Sewer Rehabilitation Project.	480
○ Public Improvement Project 2008.	480
○ Emergency Operations Center Update.	80
▪ Manage the following Harbor projects:	
○ Harbor Patrol Building and Dock Replacement.	850
○ Phase II of the Elevator Replacement Project.	300
○ Basin II Seawall improvements.	160
○ Harbor Area Webcam & Surveillance Network.	350
○ Pier Structures Repairs.	40
○ Pier Parking and Pier Parking Structure Sewer Repairs.	160
▪ Manage the design and bidding process for the following public improvement projects:	
○ North Redondo Beach Library.	520
○ Aviation Park Improvements Project.	180
○ Esplanade Streetscape Project.	300
○ Veterans Park Community Re-roofing.	150
○ Franklin Park Improvements.	300
○ PCH / Catalina Intersection Improvements.	580
○ Redondo Beach Playhouse Restroom / Lobby Improvement Project.	350
○ Council Chambers A/V Upgrade.	200
○ Kingsdale Transit Center.	120
▪ Manage design and commence construction on the following water quality related projects:	
○ Sapphire Storm Drain Low Flow Diversion.	300
○ Wet Weather Bacterial TMDL Implementation.	200
○ Sanitary Sewer Pump Rehabilitation.	200
○ Seaside Lagoon.	120
○ The remaining WQTF Projects including: Trash Skimmers, Parking Lot Debris Catchers, and the Pier Building Gutter Rerouting.	240

## ENGINEERING AND BUILDING SERVICES

Customer Service & Referrals (15%)      Total Staff Hours: 5,104<sup>1</sup>  
Total Staff Hours: 8,120<sup>2</sup>

- Respond to a minimum of 85 City Council referrals annually.
- Monitor and track resident requests, complaints, and feedback (averaging approximately 350+ per year) through internal files and via the online Comcate "Customer Service Center" software system.
- Proceed with internal staff cross training across like task levels.
- Continue maintenance and updates of departmental procedures manual.
- Maintain off-site staff continuing education seminars and certifications at a minimum of two (2) classes or certifications per employee per year.
- Perform quarterly departmental review and discussion of telephone and counter protocol and procedures, as well as customer service standards and expectations.

<sup>1</sup> *Adopted 07-08 Budget*

<sup>2</sup> *Adopted 08-09 Budget*



**THIS PAGE LEFT INTENTIONALLY BLANK**

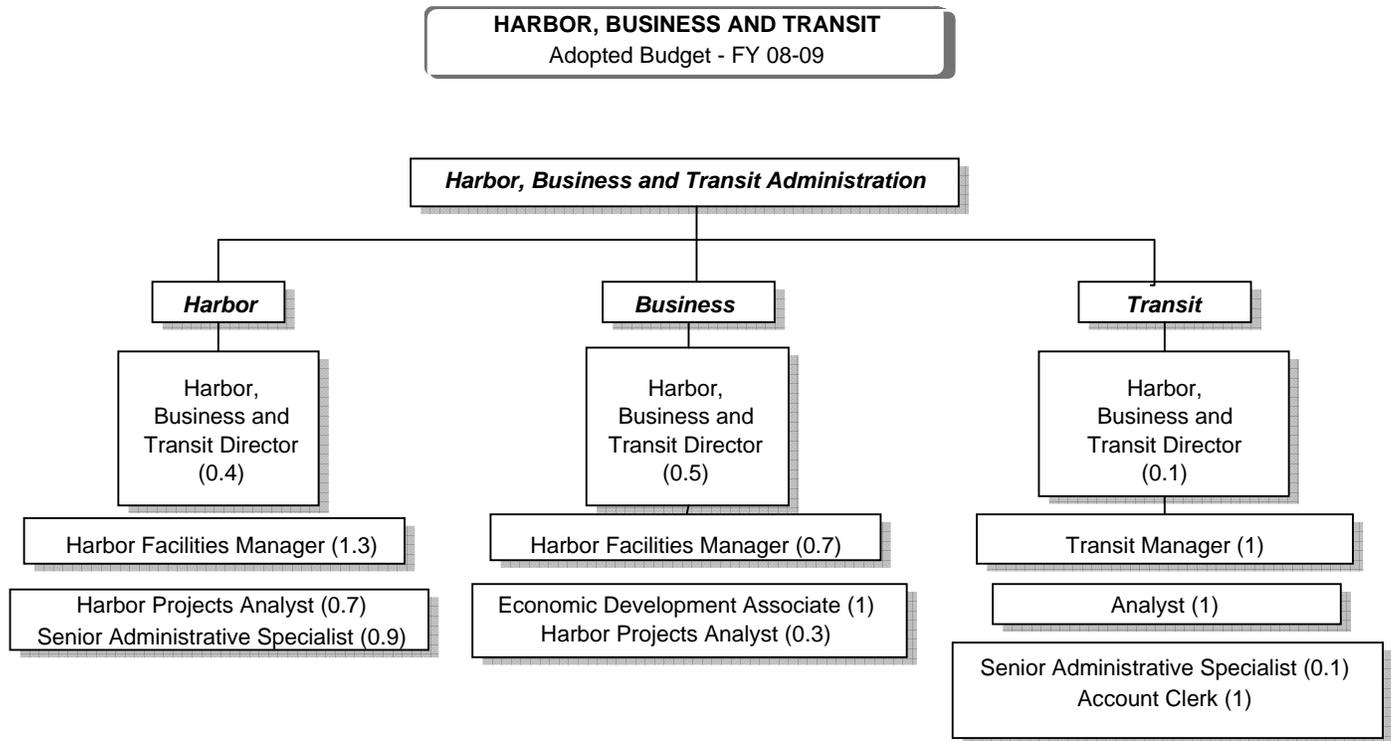
# HARBOR, BUSINESS AND TRANSIT



## **HARBOR, BUSINESS AND TRANSIT**

***Mission Statement:*** *To improve the quality of life for residents, businesses and visitors of Redondo Beach by facilitating business development and redevelopment opportunities, providing enhanced customer-oriented public transportation services and efficiently managing the City's Harbor and other properties and resources.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

**HARBOR, BUSINESS AND TRANSIT**

Harbor

0.40	Harbor, Business and Transit Director
1.30	Harbor Facilities Manager
0.70	Harbor Projects Analyst
0.90	Senior Administrative Specialist
<u>3.30</u>	

Business

0.50	Harbor, Business and Transit Director
0.70	Harbor Facilities Manager
1.00	Economic Development Associate
0.30	Harbor Projects Analyst
<u>2.50</u>	

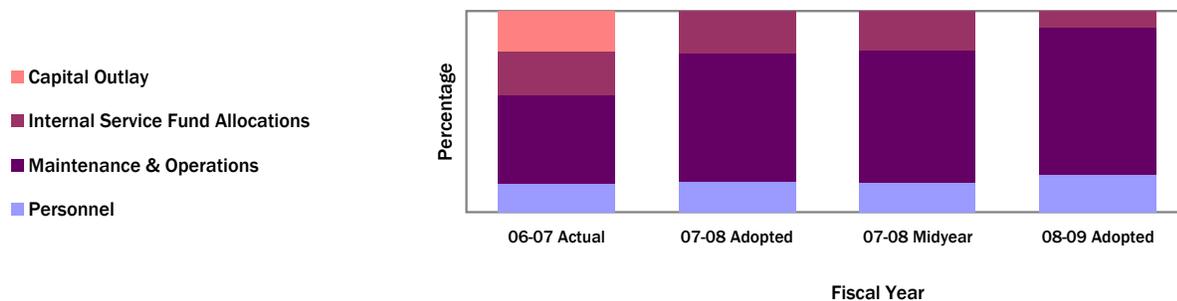
Transit

0.10	Harbor, Business and Transit Director
1.00	Transit Manager
1.00	Analyst
0.10	Senior Administrative Specialist
1.00	Account Clerk
<u>3.20</u>	

**TOTAL PERSONNEL: 9.00**

## HARBOR, BUSINESS AND TRANSIT

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	843,187	933,072	967,689	1,048,231	8%
Maintenance & Operations	2,603,591	3,877,924	4,363,850	4,147,597	-5%
Internal Service Fund Allocations	1,285,919	1,285,790	1,285,790	451,290	-65%
Capital Outlay	1,187,873	-	-	-	0%
<b>TOTAL</b>	<b>5,920,570</b>	<b>6,096,786</b>	<b>6,617,329</b>	<b>5,647,118</b>	<b>-15%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	155,477	303,513	307,118	316,581	3%
Transit	2,327,526	2,755,417	2,785,637	3,010,529	8%
Air Quality Improvement	245,916	48,817	49,320	48,458	-2%
Intergovernmental Grants	985,935	-	-	-	0%
Harbor Tidelands	923,079	1,462,372	1,614,260	1,004,655	-38%
Harbor Uplands	902,924	1,094,141	1,353,990	858,057	-37%
Redevelopment Agency	379,713	432,526	507,004	408,838	-19%
<b>TOTAL</b>	<b>5,920,570</b>	<b>6,096,786</b>	<b>6,617,329</b>	<b>5,647,118</b>	<b>-15%</b>

## HARBOR, BUSINESS AND TRANSIT HARBOR

**Purpose:** The Harbor Division represents the City as landlord in the administration of thirteen long-term ground leases with the private sector for the development of harbor lands. The Division helps coordinate activities in the Harbor for Public Works, Fire (Harbor Patrol), Recreation (Seaside Lagoon), and Police. The overall program goal is to manage the Harbor Enterprise efficiently so that it remains financially self-sufficient and provides recreational, business, and employment opportunities for the area's residents and visitors.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	349,546	386,950	399,891	429,724	7%
Maintenance & Operations	591,345	1,285,580	1,684,376	1,365,530	-19%
Internal Service Fund Allocations	885,112	884,983	884,983	67,458	-92%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>1,826,003</b>	<b>2,557,513</b>	<b>2,969,250</b>	<b>1,862,712</b>	<b>-37%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	-	1,000	1,000	-	-100%
Harbor Tidelands	923,079	1,462,372	1,614,260	1,004,655	-38%
Harbor Uplands	902,924	1,094,141	1,353,990	858,057	-37%
<b>TOTAL</b>	<b>1,826,003</b>	<b>2,557,513</b>	<b>2,969,250</b>	<b>1,862,712</b>	<b>-37%</b>

## HARBOR, BUSINESS AND TRANSIT BUSINESS

**Purpose:** The Business Development program works with the business community to foster a positive atmosphere for businesses in Redondo Beach. Department personnel are involved with the many business associations in the City to keep abreast of each area's needs. Working with the Redondo Beach Economic Development Council, the Department endeavors to retain and attract businesses that will offer quality employment to local residents.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	231,494	264,867	275,725	295,216	7%
Maintenance & Operations	137,517	299,384	366,514	316,267	-14%
Internal Service Fund Allocations	152,395	152,395	152,395	99,779	-35%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>521,406</b>	<b>716,646</b>	<b>794,634</b>	<b>711,262</b>	<b>-10%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	141,693	284,120	287,630	302,424	5%
Redevelopment Agency	379,713	432,526	507,004	408,838	-19%
<b>TOTAL</b>	<b>521,406</b>	<b>716,646</b>	<b>794,634</b>	<b>711,262</b>	<b>-10%</b>

## HARBOR, BUSINESS AND TRANSIT TRANSIT

**Purpose:** The Transit Division provides safe, efficient, and cost effective transportation programs to Redondo Beach's residents and visitors and promotes environmentally-friendly, congestion-mitigating transportation alternatives to enhance the quality of life in the region. Transit personnel also plan, organize and administer the City's Taxi Franchise, Air Quality Management District improvement programs, Bus Pass Subsidy Program, and the Employee Rideshare Program.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	262,147	281,255	292,073	323,291	11%
Maintenance & Operations	1,874,729	2,292,960	2,312,960	2,465,800	7%
Internal Service Fund Allocations	248,412	248,412	248,412	284,053	14%
Capital Outlay	1,187,873	-	-	-	0%
<b>TOTAL</b>	<b>3,573,161</b>	<b>2,822,627</b>	<b>2,853,445</b>	<b>3,073,144</b>	<b>8%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	13,784	18,393	18,488	14,157	-23%
Transit	2,327,526	2,755,417	2,785,637	3,010,529	8%
Air Quality Improvement	245,916	48,817	49,320	48,458	-2%
Intergovernmental Grants	985,935	-	-	-	0%
<b>TOTAL</b>	<b>3,573,161</b>	<b>2,822,627</b>	<b>2,853,445</b>	<b>3,073,144</b>	<b>8%</b>



## HARBOR, BUSINESS AND TRANSIT

- Coordinate and assist with beautification and revitalization programs for the Pier/Boardwalk areas.
- Coordinate and facilitate the development of a Pier and Harbor Business Plan to facilitate enhancement and revitalization of the area.
- Coordinate and assist with Pier Association events.
- Lead facilitation services for new summer parking improvements.
- Monitor Harbor Tidelands and Uplands Funds and verify that expenditures follow the City's Tidelands Trust Agreement and other policies.

### BUSINESS DEVELOPMENT

- Maintain and update Economic Development website.
- Provide support and assistance to four (4) business organizations on an ongoing basis.
- Provide information and referral services to the public and businesses for site selection, loans and permit assistance.
- Manage Riviera Village Association Business Improvement District contract by coordinating requests and joint efforts.
- Attend 12 Visitor's Bureau meetings.
- Attend 12 North Redondo Beach Business Association meetings and assist with improvement efforts.
- Schedule, staff and manage 12 Economic Development Council meetings.
- Attend 12 Riviera Village Improvement District meetings.
- Attend and assist in coordination of Business and Economic Group: 26 meetings.
- Maintain databases of available sites within the City and broker contacts.
- Maintain business information database (approximately 1,500 entries).
- Maintain City demographic database.
- Track and welcome all new businesses opening in the City (approximately 50).
- Assist in asset management program that includes 13 acres of City property outside the Harbor.
- Assist businesses with site and permit issues to help achieve a strong local economy.
- Assist with, coordinate and provide support for Mayor's Business Visitation program.

### TRANSIT

- Issue approximately 5,000 passes for the MTA (Metro) and BCT (Beach Cities Transit).
- Administer private contract (First Transit) with approximately 35 employees to provide Beach Cities Transit services.
- Oversee transit operations and vehicle maintenance related to 11 transit and eight (8) paratransit vehicles.
- Manage three (3) fixed routes and one (1) paratransit service.
- Serve approximately 298,000 public transportation customers.
- Oversee the City's Taxi Franchise with four (4) operators and 160 cabs.
- Administer six (6) separate Transit budgets; Administration, Beach Cities Transit, Galleria operations, Bus Pass Sales, Air Quality Management District (AQMD), and Taxi Franchise.

## HARBOR, BUSINESS AND TRANSIT

- Attend a minimum of 100 meetings with MTA, Council of Governments, Federal, State, County and local officials.
- Administer AQMD Average Vehicle Ridership summary to City employees.
- Maintain and update BCT website.
- Oversee approximately 30 recreational transit trips.
- Coordinate the development of a business plan for Beach Cities Transit to allow for increased efficiency and expansion of service.
- Complete contracts and plans for implementation of BCT Phase III expansion to increase total BCT ridership by approximately 50% (or approximately 150,000 riders).

### REDEVELOPMENT/PFA

- Oversee 99 rental contracts to low and very low income seniors funded by the Redevelopment Agency.
- Collaborate on preparation of annual Redevelopment reports.
- Administer and oversee four agreements related to outstanding bond issues between the Agency and the Public Finance Authority.
- Fund approximately \$300,000 to the Handyperson and Deferred Loan programs.

	Total Staff Hours: 2,832 <sup>1</sup>
Key Projects and Assignments: (10%)	Total Staff Hours: 1,770 <sup>2</sup>

	Hours
▪ Coordinate with Engineering and Public Works to replace elevators in parking structures by June 2009.	100
▪ Audit four (4) lessees and settle results by June 2009.	120
▪ Participate in negotiations for three (3) new lease agreements by June 2009.	450
▪ Hold the 4th Annual Economic Development Summit by November 2008.	120
▪ Procure five (5) additional CNG transit vehicles for BCT Phase III implementation by December 2008.	50
▪ Prepare recommendation for BCT Phase IV implementation for City Council review by June 2009.	150
▪ Acquire funding for four (4) additional Transit vehicles for BCT Phase IV implementation by June 2009.	50
▪ Complete negotiations on BCT Phase IV implementation by June 2009.	100
▪ Acquire funding for new Transit Center by June 2009.	50
▪ Develop and conduct a BCT customer satisfaction survey by June 2009.	50
▪ Develop a plan for improvements to (summer) Pier parking by July 2008.	80
▪ Develop a Transit business plan by June 2009.	100
▪ Develop a Pier and Harbor business plan by December 2008.	300
▪ Develop Draft Budget and Financial Policies to protect the Harbor Tidelands and Uplands Funds by December 2008.	50

## HARBOR, BUSINESS AND TRANSIT

	Total Staff Hours:	3,209 <sup>1</sup>
Customer Service & Referrals: (16%)	Total Staff Hours:	3,038

- Respond within one (1) business day to all inquiries sent through the Comcate “Customer Service Center” system.
- Provide at least 10 hours of relevant training to department staff, including customer service skills, by December 2008.
- Respond within 24 hours to approximately 5,000 transportation related customer service inquiries.
- Respond within one business day to approximately 1,000 yearly public inquiries and/or complaints related to Pier/Harbor activities.
- Respond within one (1) business day to approximately 30 affordable housing questions or complaints.
- Respond within one business day to 500 business assistance inquiries.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**



**THIS PAGE LEFT INTENTIONALLY BLANK**

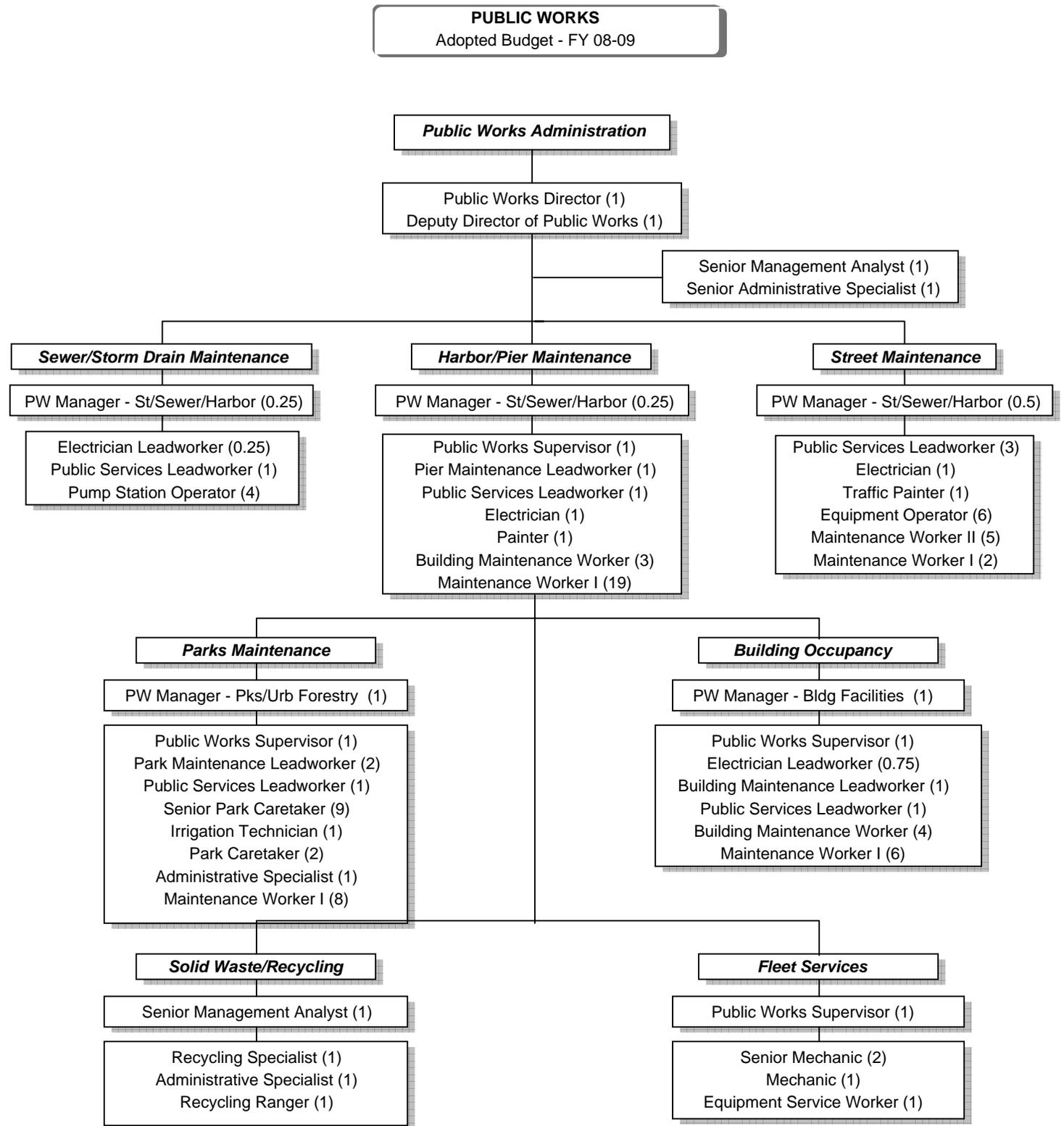
# PUBLIC WORKS



## PUBLIC WORKS

***Mission Statement:*** *The Public Works Department is committed to providing the highest quality maintenance, construction, and operations of the public facilities, projects, and programs under its care in the most cost-efficient manner to ensure the satisfaction of the community and maintain a high quality of life in the neighborhoods.*

Please note that the FY 2008-09 internal service fund allocations are currently being re-worked into a format and methodology consistent with that of the prior year. The revisions will be implemented with the midyear budget modifications.



**SUMMARY OF PERSONNEL  
2008-2009**

**PUBLIC WORKS**

**Administration**

1.00	Public Works Director
1.00	Deputy Director of Public Works
1.00	Senior Management Analyst
1.00	Senior Administrative Specialist
<u>4.00</u>	

**Street Maintenance**

0.50	PW Manager - St/Sewer/Harbor
3.00	Public Services Leadworker
1.00	Electrician
1.00	Traffic Painter
6.00	Equipment Operator
5.00	Maintenance Worker II
2.00	Maintenance Worker I
<u>18.50</u>	

**Fleet Services**

1.00	Public Works Supervisor
2.00	Senior Mechanic
1.00	Mechanic
1.00	Equipment Service Worker
<u>5.00</u>	

**Sewer / Storm Drain Maintenance**

0.25	PW Manager - St/Sewer/Harbor
0.25	Electrician Leadworker
1.00	Public Services Leadworker
4.00	Pump Station Operator
<u>5.50</u>	

**Solid Waste/Recycling**

1.00	Senior Management Analyst
1.00	Recycling Specialist
1.00	Administrative Specialist
1.00	Recycling Ranger
<u>4.00</u>	

**Building Occupancy**

1.00	PW Manager - Bldg Facilities
1.00	Public Works Supervisor
0.75	Electrician Leadworker
1.00	Building Maintenance Leadworker
1.00	Public Services Leadworker
4.00	Building Maintenance Worker
6.00	Maintenance Worker I
<u>14.75</u>	

**Harbor / Pier Maintenance**

0.25	PW Manager - St/Sewer/Harbor
1.00	Public Works Supervisor
1.00	Pier Maintenance Leadworker
1.00	Public Services Leadworker
1.00	Electrician
1.00	Painter
3.00	Building Maintenance Worker
19.00	Maintenance Worker I
<u>27.25</u>	

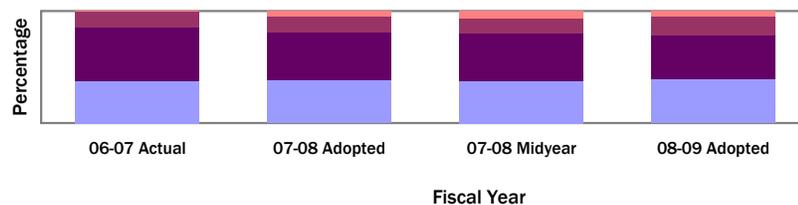
**Parks Maintenance**

1.00	PW Manager - Pks/Urb Forestry
1.00	Public Works Supervisor
2.00	Park Maintenance Leadworker
1.00	Public Services Leadworker
9.00	Senior Park Caretaker
1.00	Irrigation Technician
2.00	Park Caretaker
1.00	Administrative Specialist
8.00	Maintenance Worker I
<u>26.00</u>	

**TOTAL PERSONNEL: 105.00**

## PUBLIC WORKS

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	7,405,639	7,647,933	7,998,915	8,597,407	7%
Maintenance & Operations	9,223,211	8,342,720	8,793,467	8,443,680	-4%
Internal Service Fund Allocations	2,831,312	2,829,457	2,829,457	3,665,781	30%
Capital Outlay	62,347	1,028,700	1,385,458	995,000	-28%
<b>TOTAL</b>	<b>19,522,509</b>	<b>19,848,810</b>	<b>21,007,297</b>	<b>21,701,868</b>	<b>3%</b>



<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	3,340,032	3,596,913	3,833,708	3,779,136	-1%
State Gas Tax	1,236,429	1,286,570	1,382,007	1,475,849	7%
Street Landscaping & Lighting	2,024,710	2,351,771	2,397,661	2,504,512	4%
Intergovernmental Grants	89,156	64,141	91,741	71,058	-23%
Harbor Uplands	1,849,140	1,710,902	1,772,538	2,399,180	35%
Solid Waste	3,223,671	3,139,540	3,249,243	3,237,653	0%
Wastewater	1,093,932	792,815	827,988	874,596	6%
Harbor Tidelands	1,772,674	1,651,351	1,710,182	2,233,035	31%
Vehicle Replacement	2,173,287	2,531,716	2,867,943	2,566,599	-11%
Building Occupancy	2,719,478	2,723,091	2,874,286	2,560,250	-11%
<b>TOTAL</b>	<b>19,522,509</b>	<b>19,848,810</b>	<b>21,007,297</b>	<b>21,701,868</b>	<b>3%</b>

## PUBLIC WORKS ADMINISTRATION

**Purpose:** The Public Works Administration Division provides high quality customer service to both internal customers (City departments) and external customers (the public), and ensures that department-wide efficiencies and strategic goals, such as maintaining and improving public facilities, infrastructure and open spaces and improving the attractiveness and livability of the City's neighborhoods, are achieved. To accomplish this, the Administration Division manages a \$18 million Public Works budget that includes two internal service funds, Building Occupancy and Vehicle Replacement, as well as a Solid Waste Enterprise Fund, a portion of the Wastewater Enterprise Fund, and Uplands/Tidelands Funds. The Division also oversees 104 employees distributed throughout the department's eight divisions and operations including Administration, Harbor/Pier Maintenance, Street Maintenance, Park Maintenance, Solid Waste/Recycling, Sewer/Storm Drain, Building Maintenance/Occupancy and Fleet Services.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	366,868	332,963	349,805	369,930	6%
Maintenance & Operations	278,188	31,630	29,130	31,630	9%
Internal Service Fund Allocations	237,177	237,177	237,177	40,399	-83%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>882,233</b>	<b>601,770</b>	<b>616,112</b>	<b>441,959</b>	<b>-28%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	367,334	328,224	335,710	202,247	-40%
Street Landscaping & Lighting	125,164	127,017	128,827	50,136	-61%
Solid Waste	82,402	85,857	88,597	104,018	17%
Wastewater	307,333	60,672	62,978	85,558	36%
<b>TOTAL</b>	<b>882,233</b>	<b>601,770</b>	<b>616,112</b>	<b>441,959</b>	<b>-28%</b>

## PUBLIC WORKS BUILDING OCCUPANCY

**Purpose:** The Building Occupancy Division, consisting of Building Maintenance and Custodial Services, maintains and repairs all City facilities. Building Maintenance consists of carpentry and painting and maintains 445,308 square feet of 68 City-owned building and facilities. The Building Occupancy division ensures adequate maintenance and replacement of durable capital goods, supplies, and provides internal service maintenance support to other departments and facilities. This helps to assure maintenance and improvement of public facilities.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	1,117,134	1,092,169	1,145,740	1,240,758	8%
Maintenance & Operations	1,278,098	1,294,492	1,385,777	1,319,492	-5%
Internal Service Fund Allocations	336,430	336,430	336,430	-	-100%
Capital Outlay	13,254	-	41,704	-	-100%
<b>TOTAL</b>	<b>2,744,916</b>	<b>2,723,091</b>	<b>2,909,651</b>	<b>2,560,250</b>	<b>-12%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	25,438	-	35,365	-	-100%
Building Occupancy	2,719,478	2,723,091	2,874,286	2,560,250	-11%
<b>TOTAL</b>	<b>2,744,916</b>	<b>2,723,091</b>	<b>2,909,651</b>	<b>2,560,250</b>	<b>-12%</b>

## PUBLIC WORKS FLEET SERVICES

**Purpose:** Fleet Services provides efficient, economical vehicle and equipment maintenance for all City equipment by performing preventive maintenance service, repair, and replacement of the City's 250-unit fleet and maintains an equipment inventory with a current market value of approximately \$8,000,000.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	386,417	389,049	407,288	445,049	9%
Maintenance & Operations	1,675,878	971,550	1,007,726	1,126,550	12%
Internal Service Fund Allocations	151,417	151,417	151,417	-	-100%
Capital Outlay	49,093	1,019,700	1,326,512	995,000	-25%
<b>TOTAL</b>	<b>2,262,805</b>	<b>2,531,716</b>	<b>2,892,943</b>	<b>2,566,599</b>	<b>-11%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Intergovernmental Grants	25,000	-	25,000	-	-100%
Wastewater	64,518	-	-	-	0%
Vehicle Replacement	2,173,287	2,531,716	2,867,943	2,566,599	-11%
<b>TOTAL</b>	<b>2,262,805</b>	<b>2,531,716</b>	<b>2,892,943</b>	<b>2,566,599</b>	<b>-11%</b>

## PUBLIC WORKS HARBOR / PIER MAINTENANCE

**Purpose:** The Harbor/Pier Maintenance Division ensures that the Pier and Harbor areas are clean, litter free, safe, properly maintained and aesthetically pleasing for the residents and visitors. Also, this Division ensures that the Seaside Lagoon is maintained in accordance with the Los Angeles County Health Department and Los Angeles Regional Water Quality Control Board standards. Services are provided to maintain and improve public facilities, infrastructure and open spaces.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	1,692,272	1,854,106	1,922,424	2,136,707	11%
Maintenance & Operations	1,552,050	1,132,510	1,184,659	1,105,510	-7%
Internal Service Fund Allocations	377,492	375,637	375,637	1,389,998	270%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>3,621,814</b>	<b>3,362,253</b>	<b>3,482,720</b>	<b>4,632,215</b>	<b>33%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Harbor Tidelands	1,772,674	1,651,351	1,710,182	2,233,035	31%
Harbor Uplands	1,849,140	1,710,902	1,772,538	2,399,180	35%
<b>TOTAL</b>	<b>3,621,814</b>	<b>3,362,253</b>	<b>3,482,720</b>	<b>4,632,215</b>	<b>33%</b>

**PUBLIC WORKS**  
**SEWER / STORM DRAIN MAINTENANCE**

**Purpose:** The Sewer and Storm Drain Maintenance Division is responsible for the cleaning and maintenance of the City's 112 miles of sewer collection system and storm drains. The sewer activity is supported with 15 pump stations and 9 back-up generators. Storm drain maintenance includes 182,756 feet of drains and 1,121 catch basins. Line maintenance is an ongoing process for preventive maintenance measures. Sewage collection lines are cleaned one to four times per year while certain chronic areas require greater frequency. These services are to maintain and improve the City's infrastructure.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	552,726	476,619	506,278	546,823	8%
Maintenance & Operations	150,619	189,870	285,084	181,870	-36%
Internal Service Fund Allocations	243,043	243,043	243,043	269,723	11%
Capital Outlay	-	-	8,242	-	-100%
<b>TOTAL</b>	<b>946,388</b>	<b>909,532</b>	<b>1,042,647</b>	<b>998,416</b>	<b>-4%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	224,307	177,389	277,637	209,378	-25%
Wastewater	722,081	732,143	765,010	789,038	3%
<b>TOTAL</b>	<b>946,388</b>	<b>909,532</b>	<b>1,042,647</b>	<b>998,416</b>	<b>-4%</b>

**PUBLIC WORKS**  
**SOLID WASTE / RECYCLING**

**Purpose:** The Solid Waste/Recycling Division is responsible for managing the City's solid waste and recycling collection services and the City's Household Hazardous Waste Collection Facility. In addition, it provides ongoing environmental and recycling education programs for the residents, school district, businesses and City departments. The division also manages the City's Solid Waste Handling Services Agreement and monitors the Solid Waste Hauling Contractor that is responsible for the collection of refuse, green waste, recyclables, household hazardous waste and bulky items. The division oversees and responds to complaints and service requests. These services improve the attractiveness and livability of neighborhoods.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	250,315	305,373	317,522	322,021	1%
Maintenance & Operations	2,354,224	2,429,648	2,517,699	2,618,218	4%
Internal Service Fund Allocations	185,322	185,322	185,322	193,396	4%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>2,789,861</b>	<b>2,920,343</b>	<b>3,020,543</b>	<b>3,133,635</b>	<b>4%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Solid Waste	2,789,861	2,920,343	3,020,543	3,133,635	4%
<b>TOTAL</b>	<b>2,789,861</b>	<b>2,920,343</b>	<b>3,020,543</b>	<b>3,133,635</b>	<b>4%</b>

## PUBLIC WORKS STREET MAINTENANCE

**Purpose:** The Street Maintenance Division is responsible for maintaining concrete and asphalt improvements within the City's street and alley right-of-ways, street sweeping, street signs, street lights (1,892 City owned), and 55 signalized intersections. The Maintenance tasks include street paving, curb, gutter and sidewalk, street sweeping, graffiti removal, traffic painting, parking lots, catch basins and disaster-preparedness related to street maintenance. These services are to maintain and improve infrastructure.

<i>Operating Expenses</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
Personnel	1,203,357	1,338,094	1,396,999	1,440,642	3%
Maintenance & Operations	1,162,234	1,492,369	1,572,902	1,330,931	-15%
Internal Service Fund Allocations	757,306	757,306	757,306	998,298	32%
Capital Outlay	-	-	-	-	0%
<b>TOTAL</b>	<b>3,122,897</b>	<b>3,587,769</b>	<b>3,727,207</b>	<b>3,769,871</b>	<b>1%</b>

<i>Funding Sources</i>	06-07	07-08	07-08	08-09	%
	Actual	Adopted	Midyear	Adopted	Inc/Dec
General Fund	437,004	790,905	808,545	831,304	3%
State Gas Tax	1,236,429	1,286,570	1,382,007	1,475,849	7%
Street Landscaping & Lighting	1,098,056	1,376,954	1,396,552	1,462,718	5%
Solid Waste	351,408	133,340	140,103	-	-100%
<b>TOTAL</b>	<b>3,122,897</b>	<b>3,587,769</b>	<b>3,727,207</b>	<b>3,769,871</b>	<b>1%</b>

**PUBLIC WORKS  
PARKS MAINTENANCE**

**Purpose:** The Parks Division maintains 181 acres of Parklands throughout the City and the City's open spaces to provide aesthetically pleasing surroundings every day of the year. Maintenance includes 14 parks and 19 parkettes, Edison Right of Way greenbelts, the school district sports fields, as well as the visible median strips and parkways along the main streets throughout the City. The Division administers the tree pruning program for approximately 11,000 trees.

<i>Operating Expenses</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
Personnel	1,836,550	1,859,560	1,952,859	2,095,477	7%
Maintenance & Operations	771,920	800,651	810,490	729,479	-10%
Internal Service Fund Allocations	543,125	543,125	543,125	773,967	43%
Capital Outlay	-	9,000	9,000	-	-100%
<b>TOTAL</b>	<b>3,151,595</b>	<b>3,212,336</b>	<b>3,315,474</b>	<b>3,598,923</b>	<b>9%</b>

<i>Funding Sources</i>	06-07 Actual	07-08 Adopted	07-08 Midyear	08-09 Adopted	% Inc/Dec
General Fund	2,285,949	2,300,395	2,376,451	2,536,207	7%
Street Landscaping & Lighting	801,490	847,800	872,282	991,658	14%
Intergovernmental Grants	64,156	64,141	66,741	71,058	6%
<b>TOTAL</b>	<b>3,151,595</b>	<b>3,212,336</b>	<b>3,315,474</b>	<b>3,598,923</b>	<b>9%</b>



## PUBLIC WORKS

	Total Staff Hours: 49,000 <sup>1</sup>	
Key Projects and Assignments (21%)	Total Staff Hours: 46,060 <sup>2</sup>	<b>Hours</b>
▪ Install landscaping improvements on the Calle Miramar/Paseo de la Playa roundabout project by December 2008.		1,760
▪ Continue to evaluate and explore possible methods, procedures, and efficiencies for any cost savings in the Street Landscaping and Lighting programs, along with seeking alternative revenue sources by December 2008.		514
▪ Complete Customer Service Training for staff of 15 by July 2008 and begin second round of training for a staff of 42 by August 2008.		3,680
▪ Complete Main Library CO Sensor Project by August 2008.		315
▪ Assist in the Harbor Lift Station Dock Emergency Repair Project by August, 2008.		174
▪ Submitting plan for the landscape improvements and install at the Torrance Blvd – Prospect Intersection by October 2008.		8,900
▪ Present to City Council an ordinance banning leaf blowers by December 2008.		375
▪ Present a preventive maintenance plan to the City Manager by August 2008.		750
▪ Complete refuse assessment process and rate adjustment by August 2008.		158
▪ Complete new funding cycle of the Beautification Recycling Grant Program and completed projects by March 2009.		172
▪ Obtain solid waste consultant to assist in the new solid waste contract RFP process by August 2008.		320
▪ Work with consultant to assist in developing draft specifications, programs, and documents for new solid waste contract by June 2009.		2,500
▪ Continue work on draft design and operational assessment needs for City’s Corporation Yard and Transit Terminal by July 2008.		750
▪ Work with Engineering and HBT Departments on installation of Pier and Boardwalk signs by July 2008.		186
▪ Complete installation and maintenance of planter pots and plants on Pier, Boardwalk and Harbor areas by August 2008.		800
▪ Obtain proposals on fuel system software program and complete implementation of new fuel system software by August 2008.		210
▪ New maintenance requirements to begin approximately December 2008 – July 2009 on Pacific Coast Hwy / Catalina intersection, once new improvements are installed.		3,100
▪ Investigate feasibility and cost for HVAC systems energy audit by December 2008.		275
▪ Continue investigation of LED streetlights and or solar parking lot lights feasibility by January 2009.		78
▪ Examine feasibility costs/benefits of utilizing bio-diesel fuel for emergency fire apparatus by September 2008.		160
▪ Assist on sign installation and Way Finding Program by July 2008.		126
▪ Conduct Public Works week education / equipment display at local schools by May 2009.		94
▪ Assist with the Riviera Village Improvements plan by December 2008.		1,800
▪ Purchase 36 replacement vehicles by April 2009.		1,800

## PUBLIC WORKS

- |   |       |
|---|-------|
| ▪ Install and develop specifications, contract documents and implement training on a new fuel management system by December 2008. | 575   |
| ▪ Complete lighting replacement and Harbor beautification project by July 2008.   | 1,428 |
| ▪ Complete preparation/setup and breakdown/cleanup of all City sponsored special events by June 2009.                             | 8,276 |
| ▪ Assist in the completion of the Capital Improvement Projects as stated in the Strategic Plan by June 2009.                      | 6,784 |

\*Note: The total number of hours reflects a significant increase in City sponsored special events.

	Total Staff Hours: 30,320 <sup>1</sup>
Customer Service (14%)	Total Staff Hours: 30,320 <sup>2</sup>

- The Street and Sewer Division will continue the “How Did We Do?” customer survey cards to ascertain customer service satisfaction beginning July 2008.
- With the new OPRA Work Order Program, the Building Maintenance Division will be able to respond to all work order requests within twenty-four (24) to forty-eight (48) hours, providing a timeline on when the work will begin along with the anticipated time of completion beginning July 2008.
- With the new OPRA Work Order Program, monthly reports showing the status of all work orders will be available for distribution upon request to all customers beginning August 2008.
- The Administration Division will continue the “How Did We Do?” customer satisfaction survey card to ascertain customer service satisfaction beginning July 2008.

<sup>1</sup> **Adopted 07-08 Budget**

<sup>2</sup> **Adopted 08-09 Budget**



**THIS PAGE LEFT INTENTIONALLY BLANK**

# CAPITAL IMPROVEMENTS SUMMARY



## CAPITAL IMPROVEMENTS



## Five-Year Capital Improvement Program (CIP) 2008-2009 Budget

### OVERVIEW

Each year the City of Redondo Beach updates its Capital Improvement Program (CIP) document. The CIP, as adopted by the City Council, is a five-year program. As a planning tool, it identifies needs, establishes priorities, and forecasts the expenditures for all projects in the plan. The Program identifies the capital investment necessary to meet our general plan.

The Five-Year CIP is a living document that changes and evolves as dictated by physical need, funding availability, community involvement, and legal requirements on the Federal, State and local levels. Some projects are high priority due to the condition of the infrastructure while others are dependent upon obtaining grants or other funding. The CIP is revised every year as the City's priorities and needs are reevaluated. All of the proposals are designed to make the City a safer, more pleasant environment for residents, businesses and visitors.

For purposes of the CIP, capital projects are usually defined as new, replacement of, or improvements to infrastructure which have a minimum life expectancy of five years and a minimum expense of \$15,000. However, some capital projects fall outside this definition, for example: one-time expenditures for initial studies that are associated with other capital improvement projects.

### CIP PROCESS

Preparation of the CIP document involves the efforts of staff at many levels to identify problems, study and estimate costs, and locate funding sources. Proposals are carefully researched in relation to asset condition and specific criteria established in the original CIP process. These criteria are:

- Does it complete an existing project?
- Is it mandated by the State or Federal government?
- Is there significant outside funding for the project?
- Is it necessary to address an immediate public health or safety concern?
- Was it previously scheduled in the prior Five-Year CIP?
- Does it implement a Strategic Plan goal?
- Will it result in significant operating savings or additional revenue in the future that makes a compelling case for making this investment solely on a financial basis? If yes, can we ensure that these savings will in fact occur?
- Does it promote economic development?
- What additional operating costs are associated with the project (e.g., personnel, maintenance)?
- Is maintenance affordable for the project?
- If funded by multiple sources, will funds with the most restrictions be used first (in keeping with adopted Financial Principles)?

The requests are then ranked by funding priorities (imperative, essential, important and desirable). From this, projects are recommended to the City Manager based on funding availability.

The City Manager recommends the Proposed CIP to the Mayor and City Council. The CIP is also reviewed by the Budget and Finance Commission and the Planning Commission to ensure that it is consistent with the City's General Plan. City Council holds a study session on the Proposed CIP and solicits comments from the public on the proposed projects. The Proposed CIP is then presented for approval to the City Council along with the recommendations of the Commissions.

### FINANCING – HOW TO PAY FOR THE PROJECTS

There are a number of ways to finance capital improvement projects. Whenever possible, users or persons benefiting from improvement or replacement of infrastructure should pay a portion of the capital costs. This means that policy changes, fee increases and new sources of revenue are necessary if recommended projects are to proceed. User fees include park and recreation facility fees, developer fees and sewer user fees to name a few.

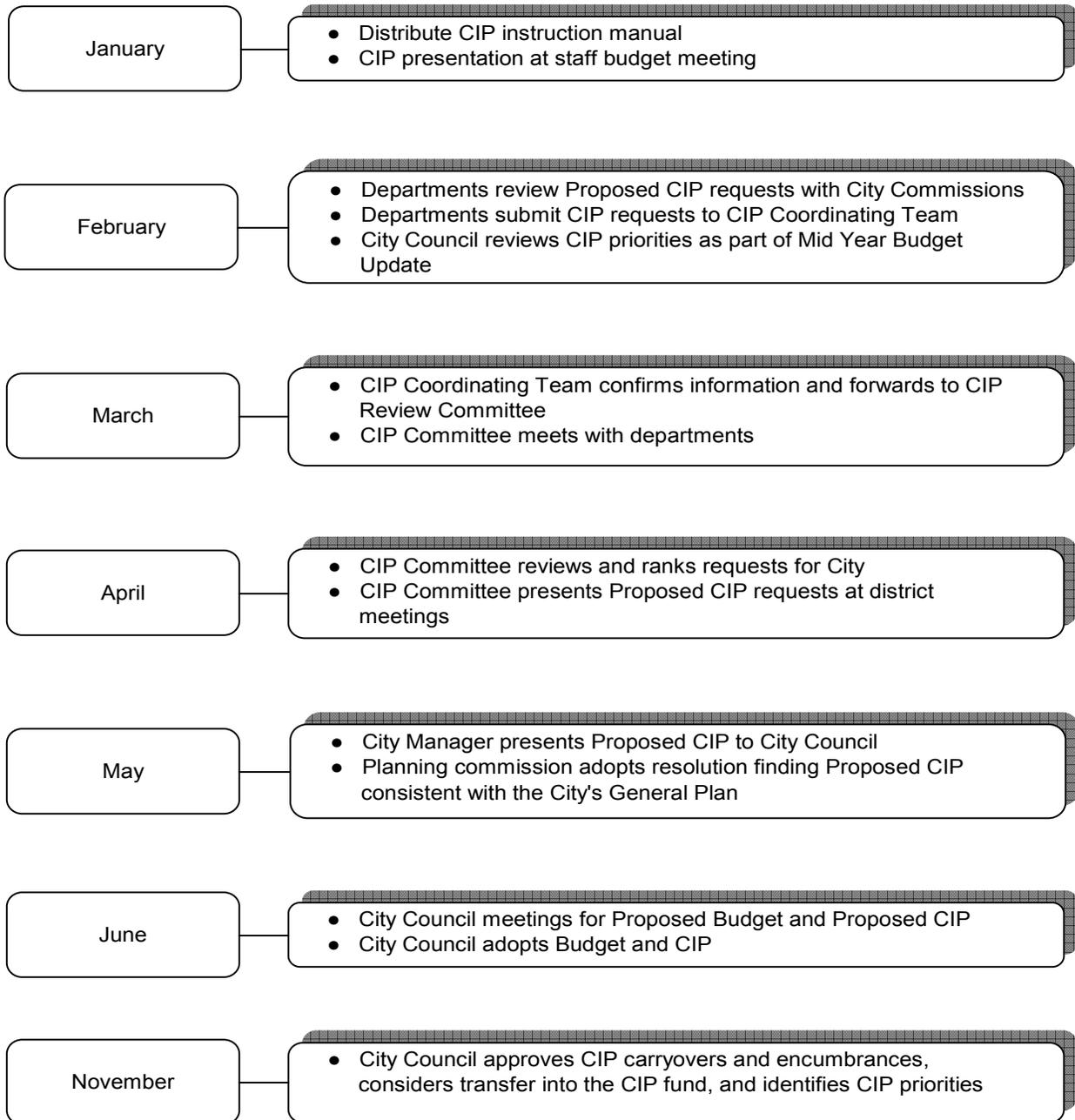
Other ways that we finance capital improvement projects are through the use of cash reserves, bond issues and grants.

- In coordination with the adoption of the CIP and annual Budget, reserve funds are made available for capital projects. The City exercises restraint in the spending down of reserve funds. This means difficult decisions must be made regarding priorities. Some projects may need to be deferred pending new funding opportunities (such as grants).
- The City currently has no general obligation indebtedness.
- The City utilizes various State and Federal grants that provide funding for some of the projects listed in the CIP.

The first-year funding recommendations for capital projects are included in the 2008-09 Adopted Budget. Those recommendations should, however, be viewed as part of "setting the table" for the future. Accordingly, the five-year plan should be viewed as merely the first step in addressing future needs of the City and will not immediately resolve all problems. Significant infrastructure needs have been addressed over the last few years; however, it will take time to completely rehabilitate the City's assets. The recommended long-range replacement program will protect the valuable assets that we are keeping for future generations.

Below is a timetable that highlights critical dates during the CIP Process. Following this overview is the FY 2008-09 Adopted Capital Improvements Projects Summary.

## CIP TIMELINE



**CAPITAL IMPROVEMENT PROJECTS SUMMARY  
BY FUND/BY FUNCTION  
FISCAL YEAR 2008-2009**

<i>Fund / Function</i>	<b>07-08 Carryover</b>	<b>08-09 Adopted</b>
<b>Funding Source:</b>		
General Fund	295,988	-
Traffic Congestion Relief	790,000	50,000
State Gas Tax	119,688	-
Storm Drain Improvement	481,447	53,000
Local Transportation Tax	44,805	-
Proposition C	1,071,614	1,275,000
Intergovernmental Grants	2,475,429	1,968,670
Comm Develop Block Grant	170,500	-
Parks and Recreation Facilities	219,551	50,000
Narcotic Forfeiture & Seizure	36,737	-
Subdivision Park Trust	946,457	65,000
Capital Projects	10,502,812	3,305,191
Harbor Tidelands	2,864,476	300,000
Harbor Uplands	2,827,790	200,000
Wastewater	3,093,491	1,450,000
Emergency Communications	100,000	-
<b>Total</b>	<b>26,040,785</b>	<b>8,716,861</b>
<b>Function:</b>		
Sewers and Wastewater	3,468,491	1,450,000
Storm Drains	1,685,159	805,000
Street/Transit	8,280,901	4,189,300
Harbor	3,062,093	500,000
Parks	2,635,192	216,000
Public Facilities	6,624,930	1,502,000
General Improvements	284,019	54,561
<b>Total</b>	<b>26,040,785</b>	<b>8,716,861</b>

**GRAND TOTAL = 34,757,646**

**CAPITAL IMPROVEMENT PROJECTS SUMMARY**  
**BY FUND/BY PROGRAM**  
**FISCAL YEAR 2008-2009**

<i>Fund</i>	<b>07-08 Carryover</b>	<b>08-09 Adopted</b>	<b>Total Appropriation</b>
<b>General Fund</b>			
Alta Vista Restroom/Concession	98,163	-	98,163
Catalina Avenue Slurry Seal	110,000	-	110,000
Comprehensive City Identity Program	83,533	-	83,533
School Safety Zone	4,292	-	4,292
<b>Total</b>	<b>295,988</b>	<b>-</b>	<b>295,988</b>
<b>Traffic Congestion Relief</b>			
Residential Street Rehab	790,000	50,000	840,000
<b>Total</b>	<b>790,000</b>	<b>50,000</b>	<b>840,000</b>
<b>State Gas Tax</b>			
PCH/Sapphire/Franisca Curb Line Extension	119,688	-	119,688
<b>Total</b>	<b>119,688</b>	<b>-</b>	<b>119,688</b>
<b>Storm Drain Improvement</b>			
Dry Weather Bacterial TMDL Implementation	192,900	-	192,900
Flood Zone Change	39,980	-	39,980
Low Flow Div - Sapphire Storm Drain	-	53,000	53,000
Wet Weather Bacterial TMDL Implementation	248,567	-	248,567
<b>Total</b>	<b>481,447</b>	<b>53,000</b>	<b>534,447</b>
<b>Local Transportation Tax</b>			
Catalina Avenue at Emerald St. Accessible Ped	44,805	-	44,805
<b>Total</b>	<b>44,805</b>	<b>-</b>	<b>44,805</b>
<b>Proposition C</b>			
Bicycle Transportation Plan Implementation	29,708	30,000	59,708
Bus Shelters & Benches	263,100	-	263,100
Catalina/Harbor Advd Traf Sig Mgmt	-	370,000	370,000
Catalina/PCH Intersection Improvement	540,191	-	540,191
Citywide Pavement Management Survey	44,078	-	44,078
North Redondo Bikeway Light&Amenities	-	75,000	75,000
Redondo Beach Ave - Marine Ave To Manhattan Beach Blvd.	-	800,000	800,000

**CAPITAL IMPROVEMENT PROJECTS SUMMARY**  
**BY FUND/BY PROGRAM**  
**FISCAL YEAR 2008-2009**

<i>Fund</i>	<b>07-08 Carryover</b>	<b>08-09 Adopted</b>	<b>Total Appropriation</b>
Torrance Blvd/PCH Left Turn Signal	89,232	-	89,232
Transit Center Project	105,305	-	105,305
<b>Total</b>	<b>1,071,614</b>	<b>1,275,000</b>	<b>2,346,614</b>
<b>Intergovernmental Grants</b>			
Anderson Park Improvement Project	-	30,000	30,000
Bus Shelters & Benches	336,900	-	336,900
Catalina Avenue Slurry Seal	444,000	-	444,000
Catalina/PCH Intersection Improvement	473,313	-	473,313
Esplanade Streetscape Improvements	800,000	1,416,450	2,216,450
Low Flow Div - Sapphire Storm Drain	-	202,000	202,000
North Redondo Bikeway Light&Amenities	-	100,000	100,000
School Safety Zone Program	-	185,220	185,220
Shooting Range Bullet Trap	-	35,000	35,000
Transit Center Project	421,216	-	421,216
<b>Total</b>	<b>2,475,429</b>	<b>1,968,670</b>	<b>4,444,099</b>
<b>Community Development Block Grant</b>			
RB Playhouse RR/Lobby	170,500	-	170,500
<b>Total</b>	<b>170,500</b>	<b>-</b>	<b>170,500</b>
<b>Parks and Recreation Facilities</b>			
Anderson Park Improvements	-	50,000	50,000
Aviation Park Improvements	68,531	-	68,531
Franklin Park Improvements	151,020	-	151,020
<b>Total</b>	<b>219,551</b>	<b>50,000</b>	<b>269,551</b>

**CAPITAL IMPROVEMENT PROJECTS SUMMARY**  
**BY FUND/BY PROGRAM**  
**FISCAL YEAR 2008-2009**

<i>Fund</i>	<b>07-08 Carryover</b>	<b>08-09 Adopted</b>	<b>Total Appropriation</b>
<b>Narcotic Forfeiture &amp; Seizure</b>			
Police Department Records/Juvenile	36,737	-	36,737
<b>Total</b>	<b>36,737</b>	<b>-</b>	<b>36,737</b>
<b>Subdivision Park Trust</b>			
Anderson Park Improvement Project	235,000	65,000	300,000
Aviation Park Improvements	299,262	-	299,262
Franklin Community Center Heating	45,977	-	45,977
Franklin Park Improvements	28,980	-	28,980
RB Playhouse RR/Lobby	87,500	-	87,500
Wilderness Park Fire Safety/Emergency Impr.	249,738	-	249,738
<b>Total</b>	<b>946,457</b>	<b>65,000</b>	<b>1,011,457</b>
<b>Capital Projects</b>			
Ainsworth Court Stairs Rehab	1,840	-	1,840
Anderson Park Improvement Project	-	21,000	21,000
Aviation Boulevard Resurfacing - Carnegie to Prospect	610,000	-	610,000
Calle Miramar/Paseo De La Playa	239,372	-	239,372
Catalina Corridor Beautification	6,123	-	6,123
Catalina/Harbor Advd Traf Sig Mgmt	-	47,500	47,500
Catalina/PCH Intersection Improvement	205,992	-	205,992
City Geographic Information Systems	101,526	-	101,526
Citywide Pavement Management Survey	103,998	-	103,998
Comprehensive City Identity Program	14,980	-	14,980
Corporation Yard	19,579	-	19,579
Council Chambers AVI/ Upgrade	198,855	-	198,855
Dry Weather Bacterial TMDL Implementation	512,302	-	512,302
Emergency Operations Center Update	24,700	-	24,700
Esplanade Streetscape Improvements	518,165	233,550	751,715
Ford Avenue-Marshallfield Ln Storm Drain	200,000	-	200,000
Grounding & Lightning Protection for City Fac.	105,429	-	105,429
High Lane Traffic Program	7,647	-	7,647
Institutional Network	4,990	-	4,990
Low Flow Div - Sapphire Storm Drain	-	350,000	350,000

**CAPITAL IMPROVEMENT PROJECTS SUMMARY**  
**BY FUND/BY PROGRAM**  
**FISCAL YEAR 2008-2009**

<i>Fund</i>	<b>07-08 Carryover</b>	<b>08-09 Adopted</b>	<b>Total Appropriation</b>
Main Library Parking Garage CO Sensor	26,635	-	26,635
North Branch Library & Hayward Center	5,452,167	900,000	6,352,167
Palos Verdes Boulevard Resurfacing - Ave F to ECL	475,611	-	475,611
Path of History	12,720	8,000	20,720
Pavement & Sidewalk Repairs	162,227	150,000	312,227
Pier Revitalization	34,750	-	34,750
Public Art	-	46,561	46,561
Rec & Comm Services Facilities	-	480,000	480,000
Redondo Beach Historical Museum	137,228	-	137,228
Residential Street Rehab	649,230	500,000	1,149,230
Riviera Village Improvements	-	100,000	100,000
School Safety Zone	7,562	20,580	28,142
Shooting Range Bullet Trap	-	87,000	87,000
Storm Drain CMP Replacement	200,000	200,000	400,000
Storm Drain Replacement	291,410	-	291,410
Target Community Improvements	91,090	-	91,090
Torrance Blvd Streetscape Improvement	-	87,000	87,000
Torrance Blvd Streetscape Master Plan	6,544	-	6,544
Traffic Calming Project	48,033	24,000	72,033
Veterans Park Community Building	14,307	-	14,307
Veterans Park Memorial	17,800	50,000	67,800
<b>Total</b>	<b>10,502,812</b>	<b>3,305,191</b>	<b>13,808,003</b>

**CAPITAL IMPROVEMENT PROJECTS SUMMARY**  
**BY FUND/BY PROGRAM**  
**FISCAL YEAR 2008-2009**

<i>Fund</i>	07-08 Carryover	08-09 Adopted	Total Appropriation
<b>Harbor Tidelands</b>			
Basin II Seawall Corrections/Improvements	100,000	-	100,000
Comprehensive City Identity Program	33,196	-	33,196
Elevator Car Replacement	218,078	-	218,078
Harbor Area Webcam/Surveillance Net	45,000	-	45,000
Harbor Lighting Replacement	960	-	960
Harbor Patrol Dock Replacement	280,000	-	280,000
Harbor Patrol Facility Replacement	120,000	-	120,000
Harbor Railing Replacement	20,000	-	20,000
Harbor Trash Skimmers	40,000	-	40,000
Parking Lot Debris Catchers	10,000	-	10,000
Pier Building Gutter Rerouting	115,000	-	115,000
Pier Parking Structures Repairs	8,625	-	8,625
Pier Revitalization	70,751	300,000	370,751
Pier Structure Repair	284,913	-	284,913
Relocation of Boat Launch	412,460	-	412,460
Seaside Lagoon Outfall Improvements	117,000	-	117,000
Seaside Lagoon Restroom Improvements	288,493	-	288,493
Seaside Lagoon Water Recirculation	640,000	-	640,000
Strand Bike Path Improvements	60,000	-	60,000
<b>Total</b>	<b>2,864,476</b>	<b>300,000</b>	<b>3,164,476</b>
<b>Harbor Uplands</b>			
Comprehensive City Identity Program	31,234	-	31,234
Elevator Car Replacement	270,000	-	270,000
Harbor Area Webcam/Surveillance Net	45,000	-	45,000
Harbor Lighting Replacement	960	-	960
Parcel 10 Structural Rehab	145,084	-	145,084
Parking Lot Debris Catchers	10,000	-	10,000
Pier Parking Structure Repairs	542,586	-	542,586

**CAPITAL IMPROVEMENT PROJECTS SUMMARY**  
**BY FUND/BY PROGRAM**  
**FISCAL YEAR 2008-2009**

<i>Fund</i>	<b>07-08 Carryover</b>	<b>08-09 Adopted</b>	<b>Total Appropriation</b>
Pier Parking Structure Sewer Repairs	375,000	-	375,000
Pier Revitalization	407,926	200,000	607,926
Strand Bike Path Improvements	1,000,000	-	1,000,000
<b>Total</b>	<b>2,827,790</b>	<b>200,000</b>	<b>3,027,790</b>
<b>Wastewater</b>			
Marina way Pump Station Generator Repl.	110,000	-	110,000
Pier Parking Structure Sewer Repairs	375,000	-	375,000
Sanitary Sewers Facilities Rehab	908,002	750,000	1,658,002
Sewer Pump Station Prevent Maintenance	524,854	200,000	724,854
Sanitary Sewer Station Rehabilitation	1,175,635	500,000	1,675,635
<b>Total</b>	<b>3,093,491</b>	<b>1,450,000</b>	<b>4,543,491</b>
<b>Emergency Communications</b>			
Grounding & Lightning Protection for City Fac.	100,000	-	100,000
<b>Total</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>
<b>Grand Total</b>	<b>26,040,785</b>	<b>8,716,861</b>	<b>34,757,646</b>

CAPITAL IMPROVEMENT PROJECTS  
FISCAL YEAR 2008-2009

Project	Project Description	08-09 Adopted Budget
Low Flow Diversion - Sapphire Storm Drain	The project will include the installation of low flow diversion and the implementation of other Best Management Practices on the storm drain that outlets near Sapphire Street. The project allows the City to comply with all requirements of the Municipal NPDES permit.	\$ 605,000
Storm Drain CMP Replacement	This project will replace all of the corrugated metal pipe (CMP) throughout the city with reinforced concrete pipe (RCP) of similar size. The estimated length of CMP is approximately 25,000 lineal feet ranging in size from 18 to 48 inches in diameter. CMP leaks can cause sink holes to occur in City streets.	200,000
Pier Revitalization	This project will implement the revitalization plan as developed by the City's design consultant, RRM Design, for the public areas of the Pier and International Boardwalk. The project includes landscape, signage, railings, and furniture and supports the City's Strategic Plan goal to enhance and revitalize the Harbor and Pier areas.	500,000
Shooting Range Bullet Trap	The project will replace the existing bullet trap with a specially constructed, chuck rubber, bullet trap with a class "A" fire rating constructed with 10 gauge galvanized steel and 3/8" thick plating.	122,000
School Safety Zone Program	The project will replace signs and striping around City schools to meet current standards. The project supports the City's Strategic Plan goals to maintain and improve public safety and improve the livability of our neighborhoods.	205,800
Public Art	The project will fund the installation and acquisition of art elements and features as part of CIP projects within the community.	46,561
Path Of History	The Path of History will be a series of pedestrian-oriented markers, located in significant, accessible public locations throughout the City. The markers portray the City's rich history through photographs and educational text. The City assumed oversight of the project from the Leadership Class of 2002.	8,000
Riviera Village Improvements	The project includes design and implementation of high priority public improvement projects as identified by the City's Riviera Village Working Group.	100,000
Anderson Park Improvement Project	The project will implement Phase I recommendations that were identified in the recently adopted Anderson Park Master Plan. The project includes new play equipment and a water play feature.	166,000
Veterans Park Memorial	This project will involve design and construction of a new Veterans Memorial, including a grand staircase to the lower level of the park and new pathways.	50,000
North Branch Library & Hayward Center	This project will replace the existing North Branch Library and Hayward Community facilities with one building facing Artesia Boulevard with parking in the rear. The building will be designed to the highest practical LEED standards.	900,000
Rec & Comm Services Facilities	The project will provide for the consolidation and possible relocation of Recreation and Community Services employees from their currently leased space.	480,000

CAPITAL IMPROVEMENT PROJECTS  
FISCAL YEAR 2008-2009

Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
Low Flow Diversion - Sapphire Storm Drain	Fund 204-Storm Drain Improvement Fund 230-Intergovernmental Grants Fund 300-Capital Projects Fund	5,000	Increased maintenance and utilities
Storm Drain CMP Replacement	Fund 300-Capital Project Fund	<(1,000)	Decreased maintenance
Pier Revitalization	Fund 600-Harbor Tidelands Fund 601-Harbor Uplands	10,000	Increased maintenance
Shooting Range Bullet Trap	Fund 230-Intergovernmental Grants Fund Fund 300-Capital Projects Fund	-	n/a
School Safety Zone Program	Fund 230-Intergovernmental Grants Fund Fund 300-Capital Projects Fund	<1,000	Increased maintenance
Public Art	Fund 300-Capital Projects Fund	5,000	Increased maintenance
Path Of History	Fund 300-Capital Projects Fund	-	n/a
Riviera Village Improvements	Fund 300-Capital Projects Fund	5,000	Increased maintenance and utilities
Anderson Park Improvement Project	Fund 230-Intergovernmental Grants Fund Fund 250-Parks & Recreation Facilities Fund 254-Subdivision Park Trust Fund 300-Capital Projects Fund	5,000	Increased maintenance and utilities
Veterans Park Memorial	Fund 300-Capital Projects Fund	1,000	Increased maintenance
North Branch Library & Hayward Center	Fund 300-Capital Projects Fund	20,000	Increased maintenance costs of a new larger facility
Rec & Comm Services Facilities	Fund 300-Capital Projects Fund	10,000	Increased maintenance and utilities

CAPITAL IMPROVEMENT PROJECTS  
FISCAL YEAR 2008-2009

Project	Project Description	08-09 Adopted Budget
Residential Street Rehabilitation	Resurface or slurry seal residential streets. The project will increase the life of the existing pavement and improve the ride of the streets. It supports the City's Strategic plan goal to maintain and improve public facilities, infrastructure and open spaces.	550,000
Bicycle Transportation Plan Implementation	The project will continue the implementation of the City's Bicycle Transportation Plan that was adopted by the City Council on 12/6/2005. Additional bicycle lanes improve the attractiveness and livability of our neighborhoods.	30,000
Catalina/Harbor Advanced Traffic Signal Management	The project includes the installation of accessible pedestrian signals at the intersection of Catalina Avenue and Emerald Street. The audible, vibro-tactile pushbuttons will advise pedestrians as to pushbutton status, street names, and walk indicators. It supports the City's Strategic plan goal to maintain and improve public safety.	417,500
North Redondo Bikeway Lighting & Amenities	The project includes fabrication and installation of solar-powered pathway lighting along the North Redondo Beach Bikeway. Phase II includes benches and trash cans.	175,000
Redondo Beach Avenue - Marine Ave To Manhattan Beach Boulevard	The project includes street resurfacing and replacing curbs and gutters as necessary. The project supports the City's Strategic plan goal to maintain and improve public facilities, infrastructure, and open spaces.	800,000
Esplanade Streetscape Improvements	Resurface the existing street. Move curb and gutter as needed to create space for new landscaping and street furniture along the bluffs. New walkways will reduce the conflict between bicycles, pedestrians and automobiles. Construct new cross gutters to improve drainage and install storm drains if necessary.	1,650,000
Pavement & Sidewalk Repairs	The project includes resurfacing and construction as necessary to maintain and repair City alleys, sidewalks, curbs and gutters - tasks that are too small to become separate CIP projects, but too large for the Public Works crews to undertake.	150,000
Traffic Calming Project	Determine if particular intersections or neighborhoods can have traffic minimized by the use of traffic calming measures. Install traffic calming devices, such as partial diverters, extended curbs, and raised intersections as appropriate.	24,000
Torrance Blvd Streetscape Improvement	The project includes the installation of new hardscape/landscape in the medians along Torrance Boulevard.	87,000
Sanitary Sewers Facilities Rehabilitation	This project is intended to maintain and improve the City's sewer infrastructure to meet existing and future sewer demands. Through the City's sewer inspection program, the entire sewer system has been documented for damage and deficiencies. The inspection has revealed that the existing sanitary sewer system sustains various damage patterns and deficiencies that require repair and/or replacement. Failure to perform the required repairs could cause serious backups and spills.	750,000

CAPITAL IMPROVEMENT PROJECTS  
FISCAL YEAR 2008-2009

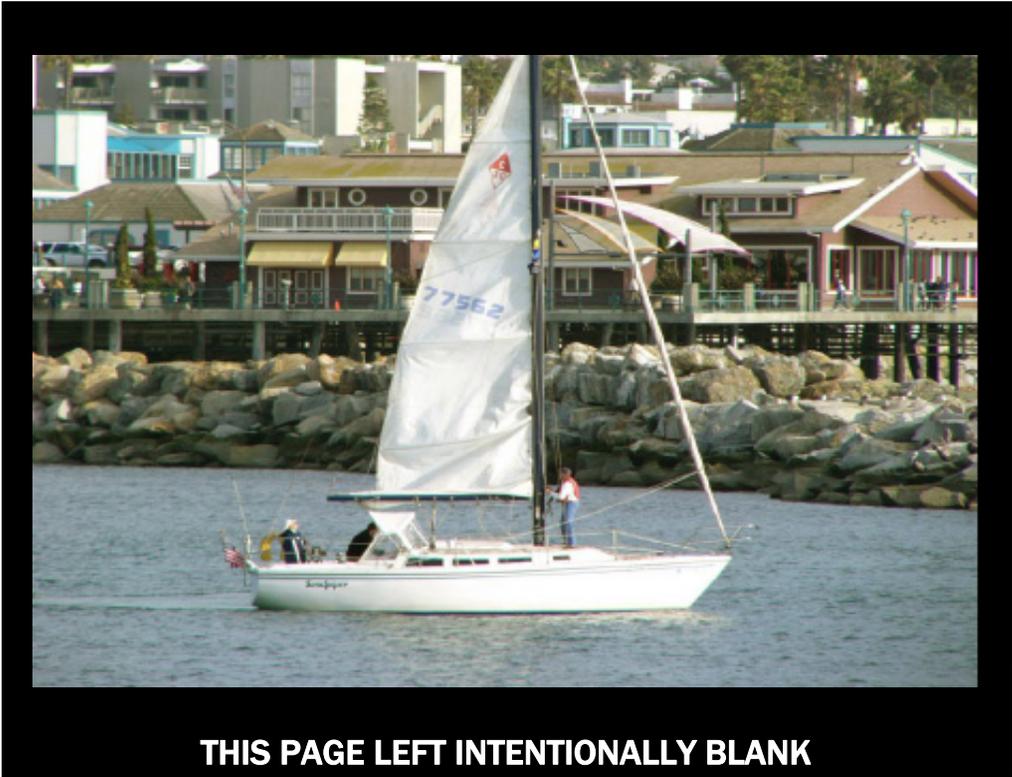
Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
Residential Street Rehabilitation	Fund 200-Traffic Congestion Relief Fund 300-Capital Projects Fund	(50,000)	Decreased maintenance
Bicycle Transportation Plan Implementation	Fund 214-Prop C Local Trans Sale Tx 1/2	<1,000	Increased maintenance
Catalina/Harbor Advanced Traffic Signal Management	Fund 214-Prop C Local Trans Sale Tx 1/2 Fund 300-Capital Projects Fund	<1,000	Increased maintenance
North Redondo Bikeway Lighting & Amenities	Fund 214-Prop C Local Trans Sale Tx 1/2 Fund 230-Intergovernmental Grants Fund	5,000	Increased maintenance and utilities
Redondo Beach Avenue - Marine Ave To Manhattan Beach Boulevard	Fund 214-Prop C Local Trans Sale Tx 1/2	<(1,000)	Decreased maintenance
Esplanade Streetscape Improvements	Fund 230-Intergovernmental Grants Fund Fund 300-Capital Projects Fund	10,000	Increased maintenance costs of new landscaping
Pavement & Sidewalk Repairs	Fund 300-Capital Projects Fund	<(1,000)	Decreased maintenance
Traffic Calming Project	Fund 300-Capital Projects Fund	<1,000	Increased maintenance
Torrance Blvd Streetscape Improvement	Fund 300-Capital Projects Fund	5,000	Increased maintenance costs of new landscaping
Sanitary Sewers Facilities Rehabilitation	Fund 603-Wastewater	(10,000)	Decreased maintenance

**CAPITAL IMPROVEMENT PROJECTS  
FISCAL YEAR 2008-2009**

<b>Project</b>	<b>Project Description</b>	<b>08-09 Adopted Budget</b>
Sanitary Sewer Station Rehabilitation	The project will upgrade or replace existing pump station equipment. The upgrades are being made to eliminate deficiencies in the pump stations that increase the risk of overflows occurring. 1 - Rehabilitate existing sanitary sewer station to eliminate deficiencies that increase the potential for overflow of wastewater from the pump stations. 2 - Upgrade defective equipment that decrease ongoing maintenance costs and costs associated with emergency call outs.	500,000
Sewer Pump Station Preventive Maintenance	This project will update the existing SCADA (Supervisory Control and Data Acquisition) system with the necessary new software drivers and patch files, including the required purchase of the software annual license. It will include the gradual repair and upgrade of sewer pump stations' deficient hardware, controls and equipment. The project will keep the pump stations in operational condition and prevent the risk of dangerous sewage backups and overflows.	200,000
	<b>Total</b>	<b>8,716,861</b>

CAPITAL IMPROVEMENT PROJECTS  
FISCAL YEAR 2008-2009

Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
Sanitary Sewer Station Rehabilitation	Fund 603-Wastewater	(10,000)	Decreased maintenance
Sewer Pump Station Preventive Maintenance	Fund 603-Wastewater	(5,000)	Decreased maintenance



# REDEVELOPMENT AGENCY



# **REDONDO BEACH REDEVELOPMENT AGENCY**

## **Adopted Budget**

**For Fiscal Year 2008-2009**

### **CHAIRMAN**

**Steven Diels**

### **VICE-CHAIRMAN**

**Steve Aspel**

### **MEMBERS**

**Michael A. Gin**

**Chris Cagle**

**Pat Aust**

**Matt Kilroy**

### **EXECUTIVE DIRECTOR**

**William P. Workman**

### **AGENCY GENERAL COUNSEL**

**Michael Webb**

### **AGENCY TREASURER**

**Ernie O'Dell**



**THIS PAGE LEFT INTENTIONALLY BLANK**



---

Redevelopment Agency

415 Diamond Street, P.O. Box 270  
Redondo Beach, California 90277-0270  
www.redondo.org

tel 310 372-1171  
fax 310 379-9268

May 16, 2008

Chair and Members of the Redevelopment Agency  
Redondo Beach Redevelopment Agency

Subject: Proposed Budget for Fiscal Year 2008-2009

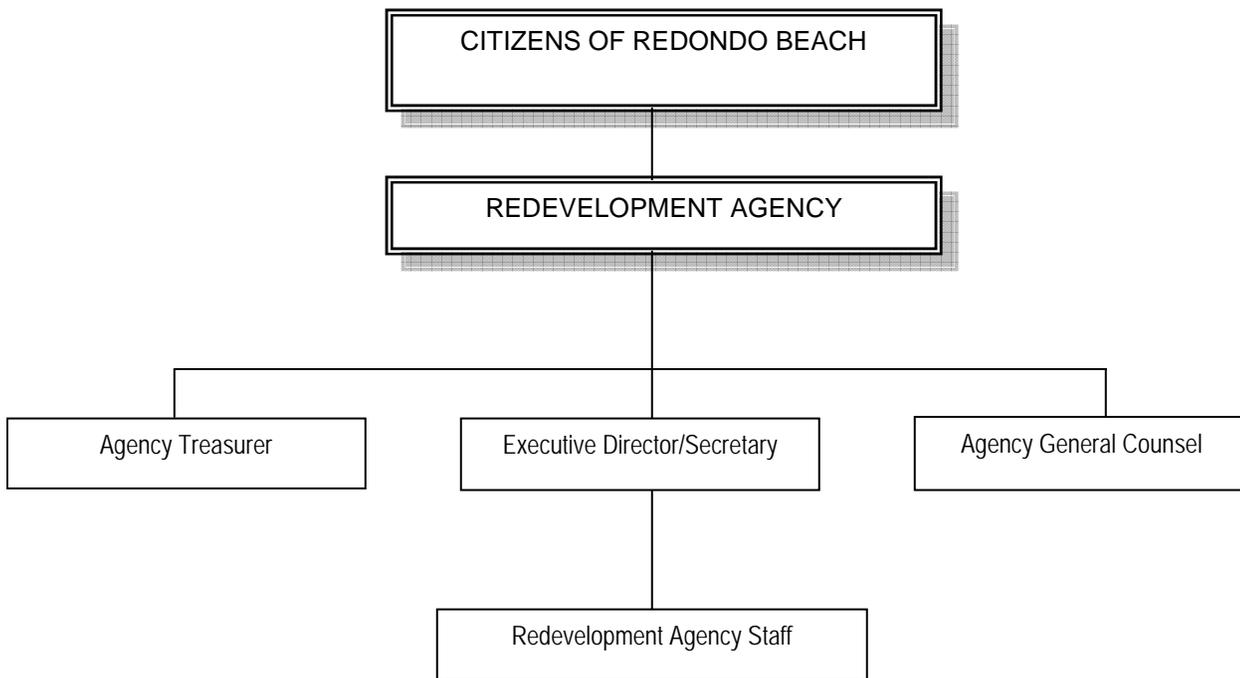
---

In accordance with Section 33606 of the California Health and Safety Code, I respectfully submit the Redevelopment Agency Proposed Budget for Fiscal Year 2008-2009 which also includes the budget of the Public Financing Authority, a component unit of the Redevelopment Agency.

The budget includes my recommendations as submitted to the Mayor and City Council in the City's proposed budget. It also incorporates the Redevelopment Agency's AB 1290 Implementation Plan and debt service requirements.

William P. Workman  
Executive Director

Redondo Beach  
Redevelopment Agency  
Adopted Budget – FY 08-09



**STATISTICAL PROFILE**

**Redondo Plaza Project Area**

Adopted November 9, 1964  
Amendment #1 March 11, 1970  
Amendment #2 October 26, 1970  
Amendment #3 October 4, 1971  
Amendment #4 October 17, 1989  
Termination November 9, 2004  
Incur Indebtedness by January 1, 2004  
Pay Indebtedness by November 9, 2014

**South Bay Center Project Area**

Adopted November 21, 1983  
Termination November 21, 2023  
Incur Indebtedness by November 21, 2003  
Pay Indebtedness by November 21, 2033

**Aviation High School Project Area**

Adopted February 27, 1984  
Termination February 27, 2024  
Incur Indebtedness by February 27, 2004  
Pay Indebtedness by February 27, 2034

**Harbor Center Project Area**

Adopted December 1, 1980  
Amendment #1 August 1, 1989  
Termination December 1, 2020  
Incur Indebtedness by December 1, 2000  
Pay Indebtedness by December 1, 2030

SUMMARY OF ESTIMATED REVENUES & APPROPRIATIONS AND  
ESTIMATED CHANGES IN FUND BALANCES

<i>Fund</i>	Estimated Fund Balances July 1, 2008	+	Adopted Revenues 2008-09	-	Adopted Appropriations 2008-09	+	Other Financing Source (Uses)	=	Estimated Fund Balances June 30, 2009
<b>General Funds:</b>									
Redondo Plaza	-		-		-		-		-
South Bay Center	1,442		2,043,237		1,165,507		(838,273)		40,899
Aviation High School	908,535		923,555		494,405		(412,595)		925,090
Harbor Center	1,829,241		729,034		1,101,858		231,906		1,688,323
<b>Sub-total</b>	<b>2,739,218</b>		<b>3,695,826</b>		<b>2,761,770</b>		<b>(1,018,962)</b>		<b>2,654,312</b>
<b>Housing Funds:</b>									
Redondo Plaza	4,028,844		118,768		299,935		-		3,847,677
South Bay Center	5,713,453		656,657		582,213		-		5,787,897
Aviation High School	578,087		246,524		94,893		-		729,718
Harbor Center	1,161,677		161,390		1,600		-		1,321,467
<b>Sub-total</b>	<b>11,482,061</b>		<b>1,183,339</b>		<b>978,641</b>		<b>-</b>		<b>11,686,759</b>
<b>Debt Service Funds:</b>									
South Bay Center	2,281,118		72,897		830,656		838,273		2,361,632
Public Financing Authority	13,276,705		812,513		1,611,405		1,094,166		13,571,979
<b>Sub-total</b>	<b>15,557,823</b>		<b>885,410</b>		<b>2,442,061</b>		<b>1,932,439</b>		<b>15,933,611</b>
<b>Grand Total</b>	<b>29,779,102</b>		<b>5,764,575</b>		<b>6,182,472</b>		<b>913,477</b>		<b>30,274,682</b>

**SCHEDULE OF INTERFUND TRANSFERS**  
**FISCAL YEAR 2008-2009**

	<u>Transfer In</u>	<u>Transfer Out</u>
<b>General Funds:</b>		
Redondo Plaza	-	-
South Bay Center	-	838,273
Aviation High School	-	895,000
Harbor Center	-	199,166
<b>Debt Service Funds:</b>		
South Bay Center	838,273	-
Public Financing Authority	1,094,166	-
<b>TOTAL</b>	<b>\$ 1,932,439</b>	<b>\$ 1,932,439</b>

**Notes:**

- Transfers to the Debt Service Funds are for the payment of principal and interest on the South Bay Center, Aviation and Pier Reconstruction bond issues.

**SUMMARY OF PERSONNEL  
2008-2009**

**City Attorney**

0.3 Assistant City Attorney

**City Manager**

0.5 Assistant City Manager

**Financial Services**

0.5 Budget, Revenue and Payroll Manager

**Recreation and Community Services**

0.2 Analyst

**Harbor**

0.5 Harbor, Business and Transit Director

0.7 Harbor Facilities Manager

1.2

**TOTAL PERSONNEL: 2.7**

## OVERVIEW OF ESTIMATED REVENUES

The Redevelopment Agency's primary revenue sources are tax increment and the investment earning from the cash held by the Agency. Below is a summary of the fiscal year 2008-2009 estimated revenues by revenue source as compared with the midyear budget of fiscal year 2007-2008 as well as brief descriptions of the changes:

<i>Revenue Source</i>	<b>Midyear FY 2007-08</b>	<b>Adopted FY 2008-09</b>	<b>Increase (Decrease)</b>	<b>Percent Increase (Decrease)</b>
Tax Increment	\$3,812,000	\$4,113,000	\$301,000	7.9%
Investment Earnings	1,050,000	934,500	(115,500)	(11.0)%
Developer Payments	309,634	323,493	13,859	4.5%
Rental Income	394,924	393,582	(1,342)	(0.3)%
<b>Total Revenues</b>	<b>\$5,566,558</b>	<b>\$5,764,575</b>	<b>\$198,017</b>	<b>3.6%</b>

Tax Increment - The tax increment revenue estimates reflect slightly higher assessed valuations in the project areas.

Investment Earnings - Investment Earnings are projected to moderately decline in FY 2008-09. This decline is attributable to lower interest rates available within the investment marketplace resulting from the slowing economy. However, the majority of the investment earnings are pursuant to the South Bay Center bond agreements between the Redevelopment Agency and the Public Financing Authority.

Developer Payments – The estimates for developer payments are based upon the payment schedules included in the South Bay Galleria and Crowne Plaza agreements.

Rental Income – The rental income estimate includes the minimum rent, percentage rent and Pier Association reimbursement from Kincaid's Restaurant.

**TWO-YEAR COMPARISON OF ESTIMATED REVENUES BY FUND**

<i>Fund</i>	Midyear 2007-08	Adopted 2008-09	Increase (Decrease)	Percent Increase (Decrease)
<b>General Funds:</b>				
Redondo Plaza	-	-	-	0.0%
South Bay Center	1,978,074	2,043,237	65,163	3.3%
Aviation High School	739,500	923,555	184,055	24.9%
Harbor Center	712,560	729,034	16,474	2.3%
<b>Sub-total</b>	<b>3,430,134</b>	<b>3,695,826</b>	<b>265,692</b>	<b>7.7%</b>
<b>Housing Funds:</b>				
Redondo Plaza	50,000	118,768	68,768	137.5%
South Bay Center	549,500	656,657	107,157	19.5%
Aviation High School	191,000	246,524	55,524	29.1%
Harbor Center	149,500	161,390	11,890	8.0%
<b>Sub-total</b>	<b>940,000</b>	<b>1,183,339</b>	<b>243,339</b>	<b>25.9%</b>
<b>Debt Service Funds:</b>				
South Bay Center	71,000	72,897	1,897	2.7%
Public Financing Authority	1,125,424	812,513	(312,911)	(27.8%)
<b>Sub-total</b>	<b>1,196,424</b>	<b>885,410</b>	<b>(311,014)</b>	<b>(26.0%)</b>
<b>Grand Total</b>	<b>5,566,558</b>	<b>5,764,575</b>	<b>198,017</b>	<b>3.6%</b>

**TAX INCREMENT**

**DESCRIPTION**

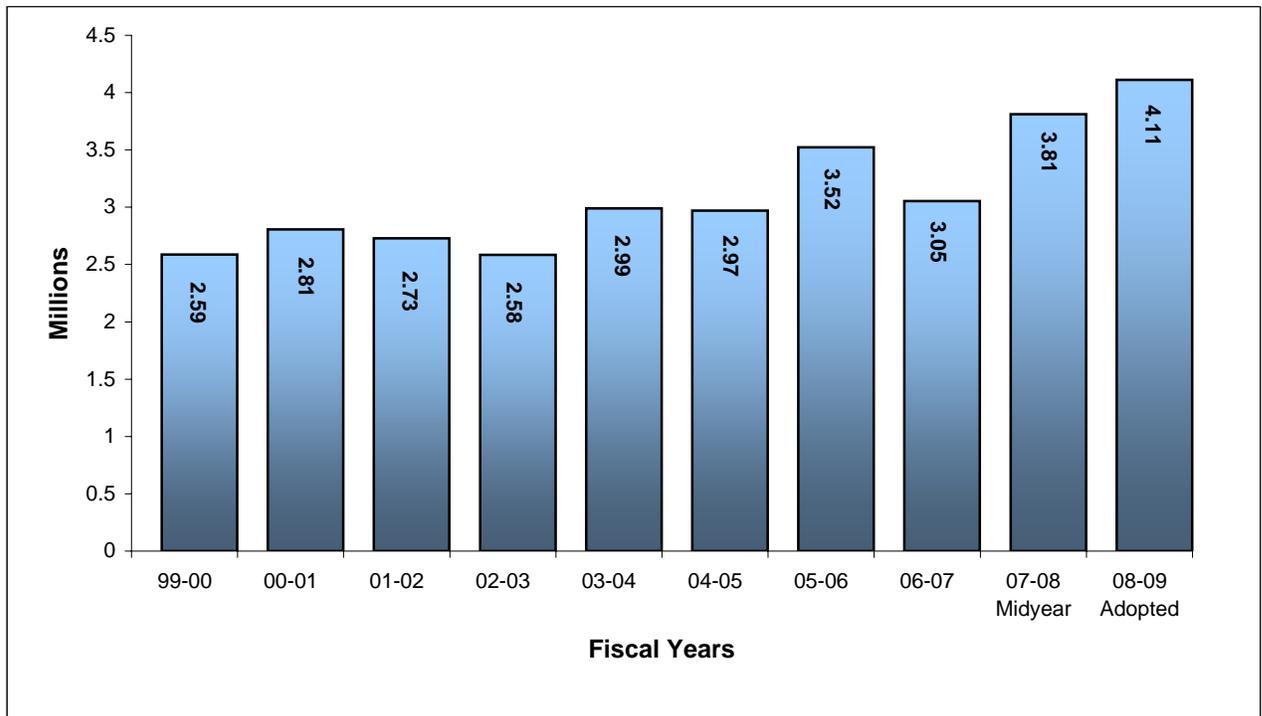
Tax increment is based upon an allocation of taxes equalized prior to adoption of the redevelopment plan (the "base roll"). Taxes collected on any increase in taxable valuation over the base roll are allocated to the Redevelopment agency.

**BACKGROUND**

Growth of tax increment is realized from the two percent (2%) annual increase allowed by Proposition 13, as well as increased valuations occurring when property is sold or improved and subsequently reassessed. Reductions are realized with property owners seeking downward reassessments in the taxable value of the properties in the project area and subsequent devaluations. The Redondo Plaza project area ceased to generate tax increment during fiscal year 1999-00. The Redevelopment Agency received its lifetime allocation of \$25,000,000 called for in the amended redevelopment plan. The property tax revenue has reverted back to the taxing agencies, including the City.

**OUTLOOK**

Fiscal year 2008-09 tax increment revenue estimates reflect slightly higher assessed valuations in the project areas.



## INVESTMENT EARNINGS

### DESCRIPTION

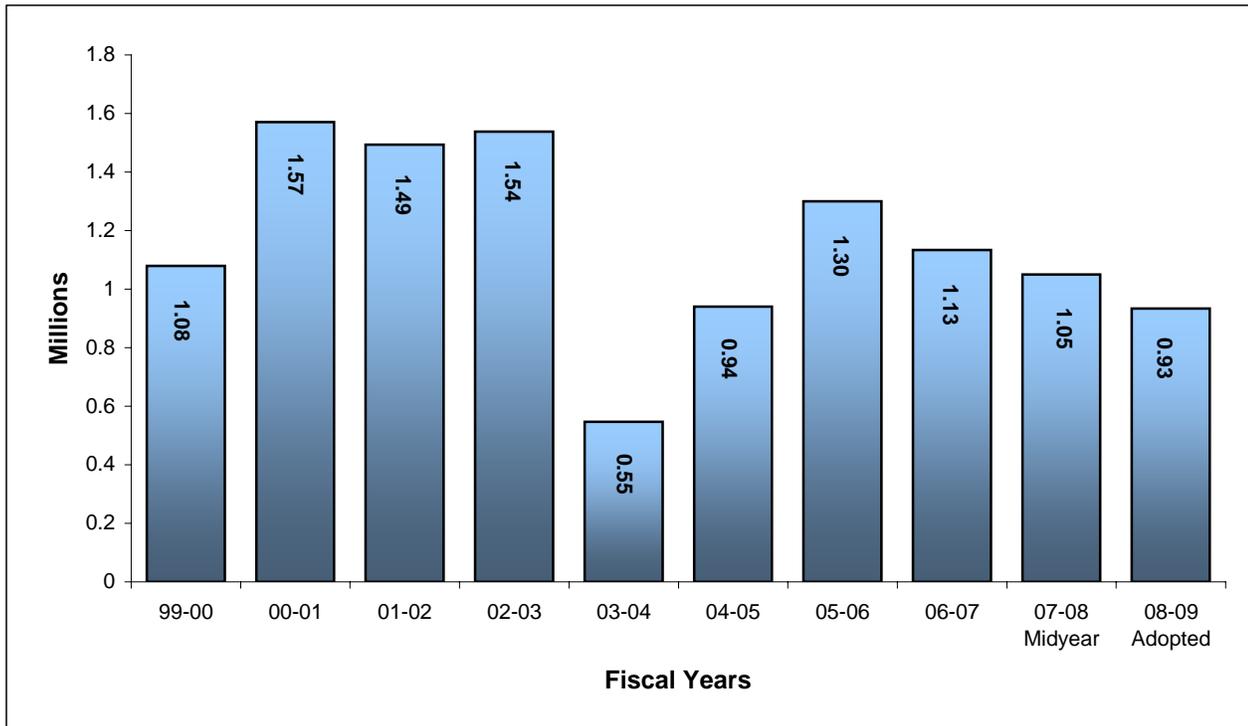
Revenue from investment earnings comes from the prudent investment of the Redevelopment Agency's idle funds.

### BACKGROUND

All investments held by the Redevelopment Agency have been authorized by the City of Redondo Beach's Statement of Investment Policy. The policy covers the investments of the City and its component units, including the Redevelopment Agency. Debt issue proceeds are invested through trustees in accordance with the associated trust indentures.

### OUTLOOK

Fiscal year 2008-09 investment earnings will decline due to lower interest rates reflecting a slowing economy. However, the majority of the investment earnings are pursuant to the South Bay Center bond agreements between the Redevelopment Agency and the Public Financing Authority.



**DEVELOPER PAYMENTS / RENTAL INCOME**

**DESCRIPTION**

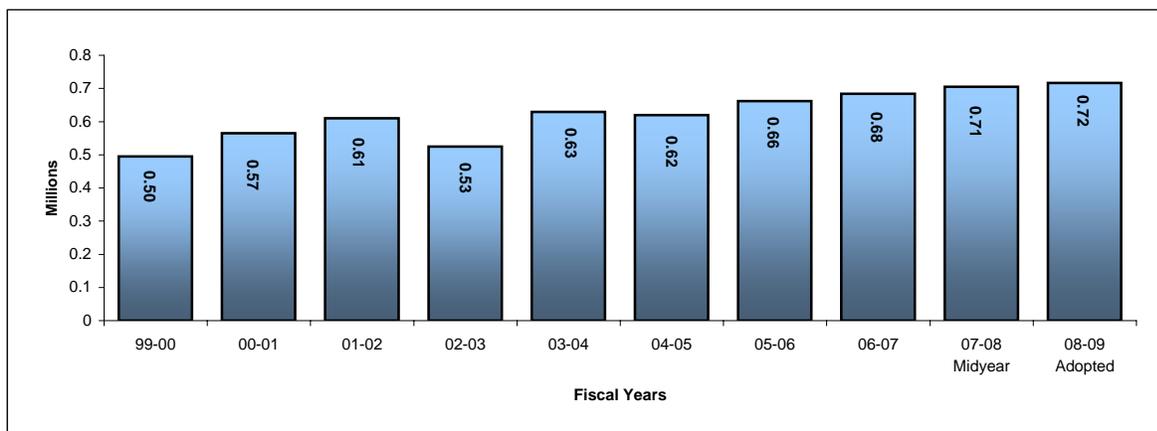
Developer payments are received from the Holiday Inn/Crowne Plaza pursuant to the August 22, 1983 Disposition and Development Agreement and from the South Bay Galleria pursuant to the June 18, 1984 Owner Participation Agreement. However, these payments did not commence until fiscal year 1990-91. In addition, the Public Financing Authority began receiving payments from the RUI One Corp (Kincaid's Restaurant) in January 1999 pursuant to a leasehold agreement dated October 7, 1997.

**BACKGROUND**

The Disposition and Development Agreement obligated the Redevelopment Agency to assist with property acquisition and in turn obligated the Developer to reimburse the Redevelopment Agency over a 20-year term for costs incurred in connection with such acquisition. The Owner Participation Agreement obligated the Redevelopment Agency to, among other things, provide public financing to allow the construction of a public parking facility which would be leased to the Owner. In return, among other things, the Owner was obligated to make rental payments for a term of 40 years. The financing arrangement with Kincaid's provided for RUI One Corp to construct the restaurant building. The Public Financing Authority purchased the building using a take-out loan repaid from income generated by the lease.

**OUTLOOK**

Both the Disposition and Development Agreement and the fixed portion of the Owner Participation Agreement include scheduled payment increases. The variable portion of the Owner Participation Agreement is based in part upon the extent to which available space is leased in the South Bay Galleria. Space is anticipated to be substantially leased. The leasehold agreement called for a fixed lease payment in the first year of operation. The Public Financing Authority began receiving a percentage of gross sales in February 2000.



REVENUE DETAIL  
FISCAL YEARS 2005-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
<b>General Funds:</b>					
<b>Tax Increment:</b>					
South Bay Center	1,520,190	1,887,123	1,550,000	1,853,000	1,913,000
Aviation High School	518,869	637,109	483,000	716,000	895,000
Harbor Center	287,204	294,864	410,000	481,000	482,400
<b>Investment Earnings:</b>					
Redondo Plaza	(3,361)	(15,609)	23,479	-	-
South Bay Center	63	-	5,223	-	1,264
Aviation High School	17,416	19,646	14,410	23,500	28,555
Harbor Center	50,044	56,632	14,163	47,000	52,114
<b>Developer Payments:</b>					
South Bay Center	111,480	55,567	121,252	125,074	128,973
Harbor Center	168,400	231,053	174,600	184,560	194,520
<b>Bond Issue Revenue:</b>					
Redondo Plaza	10,782	-	16,230	-	-
<b>Sub-total</b>	<b>2,681,087</b>	<b>3,166,385</b>	<b>2,812,357</b>	<b>3,430,134</b>	<b>3,695,826</b>
<b>Housing Funds:</b>					
<b>Tax Increment:</b>					
South Bay Center	380,048	471,781	388,000	463,000	478,000
Aviation High School	129,717	159,277	121,000	179,000	224,000
Harbor Center	71,801	73,716	102,000	120,000	120,600
<b>Investment Earnings:</b>					
Redondo Plaza	72,434	81,459	86,408	50,000	118,768
South Bay Center	91,667	108,220	79,547	86,500	178,657
Aviation High School	5,664	7,913	883	12,000	22,524
Harbor Center	18,657	23,504	6,505	29,500	40,790
<b>Miscellaneous:</b>					
Redondo Plaza	2,776	11,909	-	-	-
South Bay Center	2,776	11,909	10,930	-	-
Aviation High School	-	-	3,410	-	-
<b>Sub-total</b>	<b>775,540</b>	<b>949,688</b>	<b>798,683</b>	<b>940,000</b>	<b>1,183,339</b>
<b>Debt Service Funds:</b>					
<b>Investment Earnings:</b>					
South Bay Center	32,655	57,787	49,154	71,000	72,897
Public Financing Authority	897,859	955,136	854,600	730,500	418,931
<b>Rental Income:</b>					
Public Financing Authority	376,934	375,162	388,580	394,924	393,582
<b>Sub-total</b>	<b>1,307,448</b>	<b>1,388,085</b>	<b>1,292,334</b>	<b>1,196,424</b>	<b>885,410</b>
<b>TOTAL REDEVELOPMENT AGENCY</b>	<b>4,764,075</b>	<b>5,504,158</b>	<b>4,903,374</b>	<b>5,566,558</b>	<b>5,764,575</b>

## OVERVIEW OF APPROPRIATIONS

The appropriations for fiscal year 2008-2009 reflect the following selected programs and activities:

### SOUTH BAY CENTER

Galleria Security – In June 1993, the Redevelopment Agency first entered into an agreement with the City to fund security at the Galleria South Bay. The City has a cost sharing agreement with the Galleria at South Bay whereby off-duty Redondo Beach police officers are hired as mall security. The agreement has fixed the costs at \$108,000 annually.

Administration – The administration costs represent the County's \$26,400 administrative fee.

Pass Through Payments – In November 1983, the Redevelopment Agency and the County of Los Angeles entered into an agreement for reimbursement of tax increment funds. It was recognized that the South Bay Center project area needed to utilize a substantial portion of the annual tax increment reimbursement in the early years to finance its redevelopment activities. Therefore, the County taxing entities agreed to defer receipt of tax increment reimbursement from the Redevelopment Agency. With the issuance of the South Bay Center 1996 tax allocation bonds, the deferral process was revised. Pursuant to the agreement reached with the County revising the deferral process, the pass through payments are only deferred to the extent that sufficient revenue is received by the Agency to make its debt service payments required by the bond issue.

Tax Allocation Bonds – In July 1996, the Redevelopment Agency issued \$8,660,000 in tax allocation bonds for the purpose of financing improvements within the project area. The principal and interest payments funded from tax increment revenues are paid to the Public Financing Authority (the holder of the bonds). Funds held by the trustee in excess of the bond reserve requirement are annually returned to the Redevelopment Agency and shown as Redondo Plaza bond issue revenue.

### AVIATION HIGH SCHOOL

Administration – The administration costs represent the \$12,000 County administrative fee.

Pass Through Payments – In February 1984, the Redevelopment Agency and the County of Los Angeles entered into an agreement for reimbursement of tax increment funds. It was recognized that the Aviation High School project area needed to utilize a substantial portion of the annual tax increment in the early years to finance its redevelopment activities. Therefore, the County taxing entities agreed to defer receipt of tax increment reimbursement from the Redevelopment Agency. This agreement remained unchanged with the issuance of tax allocation bonds in 2001. The pass through payments and proceeds of long-term debt reflect the amounts to be deferred.

Tax Allocation Bonds – In December 2000, the Public Financing Authority issued \$4,735,000 in tax allocation bonds for the purpose of financing improvements within the project area. These bonds are secured by tax increment from the Aviation High School project area. Therefore, the transfer of tax increment is reflected in the Aviation High School project area while the interest expense on the bond issue is reflected in the Public Financing Authority.

#### HARBOR CENTER

Administration – The administration costs include the \$6,400 County administrative fee. In addition, the accumulated developer payment revenue serves as a portion of the “General Fund” of the Agency with administration costs of \$206,135 in personnel expenditures and \$175,017 in maintenance and operations.

City Advance – In June 1990, the Redevelopment Agency entered into an agreement with the City to repay amounts advanced by the City for land acquisition in connection with the Harbor Center project area. Per the agreement, interest accrued on the outstanding balance at the current rate of the Local Agency Investment Fund (LAIF). Beginning in FY 2007-08, the Redevelopment Agency resumed repayments on the advance based on available revenue and is committed to continue such repayments as revenue is available.

Pier Reconstruction Bond Issue – In October 2001, the Public Financing Authority issued Pier Reconstruction refunding revenue bonds. These bonds were issued to refund the Redevelopment Agency’s 1993 tax allocation bonds. They are secured by tax increment from the Harbor Center project area. Therefore, the transfer of tax increment is reflected in the Harbor Center project area while the interest expense on the bond issue is reflected in the Public Financing Authority.

#### HOUSING

Administration – The administration costs include personnel expenditures of \$287,800. The maintenance and operations expenditures include the County’s \$11,200 administrative fee.

Handyperson Program – The handyperson program provides eligible low-income homeowners with exterior improvements and certain interior repairs to their homes and properties. The work is completed by the City’s handyperson crew at no cost to the homeowner.

Owner Rehabilitation Loan Program – A program which provides loans of up to approximately \$20,000 for rehabilitation to low-income households was previously funded by the Community Development Block Grant (CDBG). The Agency has reinstated the program and will receive the deferred interest and principal payments upon the sale or refinance of the home.

PUBLIC FINANCING AUTHORITY

Administration – The October 1997 agreement referred to above also states that the Public Financing Authority is responsible for the restaurant's water utility payment. This payment is reflected in the administration costs. In addition, on-going consultant fees in connection with the bond issues are included.

Revenue Bonds – In July 1996, the Public Financing Authority issued \$10,330,000 in revenue bonds to acquire the South Bay Center tax allocation bonds and to finance certain public capital improvements within the City. In February 2008, those bonds were refinanced to secure a lower interest rate, shorten the length of the debt, and strengthen the ability to make debt service payments. The bonds are secured by the investment earnings received from the principal and interest payments of the South Bay Center tax allocation bonds.

Tax Allocation Bonds – In December 2000, the Public Financing Authority issued \$4,735,000 in tax allocation bonds to acquire, construct, expand, improve, or rehabilitate property and public improvements within or of benefit to the Aviation High School project area.

Refunding Revenue Bonds – In October 2001, the Public Financing Authority issued \$3,500,000 in refunding revenue bonds to refinance the Redevelopment Agency's 1993 Pier Reconstruction tax allocation and revenue bonds and to finance certain redevelopment activities within or of benefit to the Harbor Center project area.

South Bay Bank Loan – In April 1999, the Public Financing Authority entered into a \$1,750,000 loan agreement with South Bay Bank which is amortized at a variable interest rate. Proceeds of the loan were used to purchase the building on the Redondo Beach Municipal Pier Deck leased by Kincaid's Restaurant.

Kincaid's Pass-Through – In October 1997, a leasehold agreement with RUI One Corp (Kincaid's Restaurant) was signed. Pursuant to the agreement, any rental income received from Kincaid's that is not needed for the Public Financing Authority's financial obligations is to be "passed through" to the City.

TWO-YEAR COMPARISON OF APPROPRIATIONS BY FUND

<i>Fund</i>	Midyear 2007-08	Adopted 2008-09	Increase (Decrease)	Percent Increase (Decrease)
<i>General Funds:</i>				
South Bay Center	1,134,767	1,165,507	30,740	2.7%
Aviation High School	396,324	494,405	98,081	24.7%
Harbor Center	756,948	1,101,858	344,910	45.6%
<b>Sub-total</b>	<b>2,288,039</b>	<b>2,761,770</b>	<b>473,731</b>	<b>20.7%</b>
<i>Housing Funds:</i>				
Redondo Plaza	162,710	299,935	137,225	84.3%
South Bay Center	467,278	582,213	114,935	24.6%
Aviation High School	84,089	94,893	10,804	12.8%
Harbor Center	1,800	1,600	(200)	(11.1%)
<b>Sub-total</b>	<b>715,877</b>	<b>978,641</b>	<b>262,764</b>	<b>36.7%</b>
<i>Debt Service Funds:</i>				
South Bay Center	829,753	830,656	903	0.1%
Public Financing Authority	1,625,820	1,611,405	(14,415)	(0.9%)
<b>Sub-total</b>	<b>2,455,573</b>	<b>2,442,061</b>	<b>(13,512)</b>	<b>(0.6%)</b>
<b>Grand Total</b>	<b>5,459,489</b>	<b>6,182,472</b>	<b>722,983</b>	<b>13.2%</b>

APPROPRIATIONS SUMMARY BY FUND / BY EXPENDITURE TYPE  
FISCAL YEAR 2008-2009

<i>Fund</i>	Personnel	Maintenance & Operations	Capital Outlay	Total
<i>General Funds:</i>				
South Bay Center	-	1,165,507	-	1,165,507
Aviation High School	-	494,405	-	494,405
Harbor Center	206,135	895,723	-	1,101,858
<b>Sub-total</b>	<b>206,135</b>	<b>2,555,635</b>	-	<b>2,761,770</b>
<i>Housing Funds:</i>				
Redondo Plaza	65,525	234,410	-	299,935
South Bay Center	281,375	300,838	-	582,213
Aviation High School	71,950	22,943	-	94,893
Harbor Center	-	1,600	-	1,600
<b>Sub-total</b>	<b>418,850</b>	<b>559,791</b>	-	<b>978,641</b>
<i>Debt Service Funds:</i>				
South Bay Center	-	830,656	-	830,656
Public Financing Authority	-	1,611,405	-	1,611,405
<b>Sub-total</b>	-	<b>2,442,061</b>	-	<b>2,442,061</b>
<b>Grand Total</b>	<b>624,985</b>	<b>5,557,487</b>	-	<b>6,182,472</b>

FIVE-YEAR OVERVIEW OF APPROPRIATIONS  
FISCAL YEARS 2004-2005 TO 2008-2009

<i>Fund</i>	<b>Actual 2004-05</b>	<b>Actual 2005-06</b>	<b>Actual 2006-07</b>	<b>Midyear 2007-08</b>	<b>Adopted 2008-09</b>
<i>General Funds:</i>					
<b>Galleria Security:</b>					
South Bay Center	108,000	108,000	108,000	108,000	108,000
<b>Administration:</b>					
Redondo Plaza	205,863	297,659	-	-	-
South Bay Center	181,558	33,003	25,600	28,000	26,400
Aviation High School	8,671	13,883	8,000	10,400	12,000
Harbor Center	6,283	-	403,978	362,675	387,552
<b>Educational Rev Augmentation Fund:</b>					
Redondo Plaza	-	-	-	-	-
Harbor Center	197,494	216,449	-	-	-
<b>Pass Through Payments:</b>					
South Bay Center	1,058,398	1,011,111	668,050	998,767	1,031,107
Aviation High School	398,680	340,535	208,170	385,924	482,405
<b>Harbor Debt:</b>					
Harbor Center	147,862	273,737	312,590	394,273	714,306
<b>Sub-total</b>	<b>2,312,809</b>	<b>2,294,377</b>	<b>1,734,388</b>	<b>2,288,039</b>	<b>2,761,770</b>
<i>Housing Funds:</i>					
<b>Administration:</b>					
South Bay Center	195,281	188,659	270,263	304,568	282,278
Aviation High School	77,580	81,113	89,954	84,089	94,893
Harbor Center	1,293	1,595	1,800	1,800	1,600
<b>Heritage Pointe Rent Subsidy:</b>					
Redondo Plaza	396,750	-	-	-	-
South Bay Center	420,049	-	-	-	-
Aviation High School	7,952	-	-	-	-
<b>Handyperson Program:</b>					
Redondo Plaza	125,131	99,634	105,800	69,850	214,090
South Bay Center	125,131	99,634	105,800	69,850	214,090
<b>Owner Rehabilitation Loan Program:</b>					
Redondo Plaza	15,410	18,214	62,500	92,860	85,845
South Bay Center	15,410	18,214	62,500	92,860	85,845
<b>Sub-total</b>	<b>1,379,987</b>	<b>507,063</b>	<b>698,617</b>	<b>715,877</b>	<b>978,641</b>

FIVE-YEAR OVERVIEW OF APPROPRIATIONS  
FISCAL YEARS 2004-2005 TO 2008-2009

<i>Fund</i>	Actual 2004-05	Actual 2005-06	Actual 2006-07	Midyear 2007-08	Adopted 2008-09
<i>Debt Service Funds:</i>					
<b>Administration:</b>					
Public Financing Authority	117,570	335,320	133,217	155,422	150,578
<b>Interest Expense:</b>					
South Bay Center	715,329	704,589	692,730	679,753	665,656
Public Financing Authority	931,832	953,355	941,522	919,640	891,640
<b>Principal Payments:</b>					
South Bay Center	115,000	125,000	140,000	150,000	165,000
Public Financing Authority	420,069	1,532,276	470,332	363,958	386,774
<b>Kincaid's Pass-Through:</b>					
Public Financing Authority	210,251	27,365	210,000	186,800	182,413
<b>Project Costs:</b>					
South Bay Center	901,576	-	-	-	-
<b>Sub-total</b>	<b>3,411,627</b>	<b>3,677,905</b>	<b>2,587,801</b>	<b>2,455,573</b>	<b>2,442,061</b>
<b>TOTAL REDEVELOPMENT AGENCY</b>	<b>7,104,423</b>	<b>6,479,345</b>	<b>5,020,806</b>	<b>5,459,489</b>	<b>6,182,472</b>

FIVE-YEAR OVERVIEW OF OTHER FINANCING SOURCES (USES)  
FISCAL YEARS 2004-2005 TO 2008-2009

<i>Fund</i>	<b>Actual 2004-05</b>	<b>Actual 2005-06</b>	<b>Actual 2006-07</b>	<b>Midyear 2007-08</b>	<b>Adopted 2008-09</b>
<i>General Funds:</i>					
<b>Proceeds of Long-term Debt:</b>					
South Bay Center	528,005	393,220	-	-	-
Aviation High School	398,680	340,535	208,170	385,924	482,405
Harbor Center	147,862	273,737	152,590	394,273	431,072
<b>Transfer from Debt Service Funds:</b>					
South Bay Center	-	-	-	-	-
Redondo Plaza	-	-	52,690	54,310	-
<b>Aviation Bond Debt Service:</b>					
Aviation High School	(518,869)	(637,109)	(483,000)	(716,000)	(895,000)
<b>Pier Bond Debt Service:</b>					
Harbor Center	(376,460)	(294,864)	(250,000)	(481,000)	(199,166)
<b>South Bay Center Bond Debt Service:</b>					
South Bay Center	(835,183)	(838,995)	(836,500)	(838,100)	(838,273)
<b>Sub-total</b>	<b>(655,965)</b>	<b>(763,476)</b>	<b>(1,156,050)</b>	<b>(1,200,593)</b>	<b>(1,018,962)</b>
<i>Debt Service Funds:</i>					
<b>Debt Service:</b>					
South Bay Center	835,183	838,995	836,500	838,100	838,273
Public Financing Authority	895,329	931,973	733,000	1,197,000	1,094,166
<b>Transfer to General Funds:</b>					
South Bay Center	-	-	(52,040)	(53,660)	-
Public Financing Authority	-	-	(650)	(650)	-
<b>Sub-total</b>	<b>1,730,512</b>	<b>1,770,968</b>	<b>1,516,810</b>	<b>1,980,790</b>	<b>1,932,439</b>
<b>TOTAL REDEVELOPMENT AGENCY</b>	<b>1,074,547</b>	<b>1,007,492</b>	<b>360,760</b>	<b>780,197</b>	<b>913,477</b>

ANNUAL GENERAL FUNDS BUDGET  
FISCAL YEAR 2008-2009

	REDONDO PLAZA	SOUTH BAY CENTER	AVIATION HIGH SCHOOL	HARBOR CENTER	TOTAL
<b>ESTIMATED FUND BALANCE JULY 1, 2008</b>	-	1,442	908,535	1,829,241	2,739,218
<b>Revenues</b>					
Tax Increment	-	1,913,000	895,000	482,400	3,290,400
Investment Earnings	-	1,264	28,555	52,114	81,933
Developer Payments	-	128,973	-	194,520	323,493
<b>Total Revenues</b>	-	<b>2,043,237</b>	<b>923,555</b>	<b>729,034</b>	<b>3,695,826</b>
<b>Expenditures</b>					
Galleria Security	-	108,000	-	-	108,000
Administration	-	26,400	12,000	387,552	425,952
Pass Through Payments	-	1,031,107	482,405	-	1,513,512
Harbor Debt Interest Expense	-	-	-	431,072	431,072
Harbor Debt Repayment	-	-	-	283,234	283,234
<b>Total Expenditures</b>	-	<b>1,165,507</b>	<b>494,405</b>	<b>1,101,858</b>	<b>2,761,770</b>
<b>Other Financing Sources (Uses)</b>					
Proceeds of Long-term Debt	-	-	482,405	431,072	913,477
Transfer from Debt Service Funds	-	-	-	-	-
Aviation Bond Debt Service	-	-	(895,000)	-	(895,000)
Pier Bond Debt Service	-	-	-	(199,166)	(199,166)
South Bay Center Bond Debt Service	-	(838,273)	-	-	(838,273)
<b>Total Other Financing Sources (Uses)</b>	-	<b>(838,273)</b>	<b>(412,595)</b>	<b>231,906</b>	<b>(1,018,962)</b>
<b>ESTIMATED FUND BALANCE JUNE 30, 2009</b>	-	<b>40,899</b>	<b>925,090</b>	<b>1,688,323</b>	<b>2,654,312</b>

ANNUAL HOUSING FUNDS BUDGET  
FISCAL YEAR 2008-2009

	REDONDO PLAZA	SOUTH BAY CENTER	AVIATION HIGH SCHOOL	HARBOR CENTER	TOTAL
<b>ESTIMATED FUND BALANCE JULY 1, 2008</b>	<b>4,028,844</b>	<b>5,713,453</b>	<b>578,087</b>	<b>1,161,677</b>	<b>11,482,061</b>
<b>Revenues</b>					
Tax Increment	-	478,000	224,000	120,600	822,600
Investment Earnings	118,768	178,657	22,524	40,790	360,739
<b>Total Revenues</b>	<b>118,768</b>	<b>656,657</b>	<b>246,524</b>	<b>161,390</b>	<b>1,183,339</b>
<b>Expenditures</b>					
Administration	-	282,278	94,893	1,600	378,771
Handyperson Program	214,090	214,090	-	-	428,180
Owner Rehabilitation Loan Program	85,845	85,845	-	-	171,690
<b>Total Expenditures</b>	<b>299,935</b>	<b>582,213</b>	<b>94,893</b>	<b>1,600</b>	<b>978,641</b>
<b>ESTIMATED FUND BALANCE JUNE 30, 2009</b>	<b>3,847,677</b>	<b>5,787,897</b>	<b>729,718</b>	<b>1,321,467</b>	<b>11,686,759</b>

ANNUAL DEBT SERVICE FUNDS BUDGET  
FISCAL YEAR 2008-2009

	SOUTH BAY CENTER	PUBLIC FINANCING AUTHORITY	TOTAL
<b>ESTIMATED FUND BALANCE JULY 1, 2008</b>	<b>2,281,118</b>	<b>13,276,705</b>	<b>15,557,823</b>
<b>Revenues</b>			
Investment Earnings	72,897	418,931	491,828
Rental Income	-	393,582	393,582
<b>Total Revenues</b>	<b>72,897</b>	<b>812,513</b>	<b>885,410</b>
<b>Expenditures</b>			
Administration	-	150,578	150,578
Interest Expense	665,656	891,640	1,557,296
Principal Payments	165,000	386,774	551,774
Kincaid's Pass-Through	-	182,413	182,413
<b>Total Expenditures</b>	<b>830,656</b>	<b>1,611,405</b>	<b>2,442,061</b>
<b>Other Financing Sources (Uses)</b>			
South Bay Center Bond Debt Service	838,273	-	838,273
Pier Bond Debt Service	-	199,166	199,166
Aviation Bond Debt Service	-	895,000	895,000
Transfer to General Funds	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>838,273</b>	<b>1,094,166</b>	<b>1,932,439</b>
<b>ESTIMATED FUND BALANCE JUNE 30, 2009</b>	<b>2,361,632</b>	<b>13,571,979</b>	<b>15,933,611</b>

## REDEVELOPMENT AGENCY

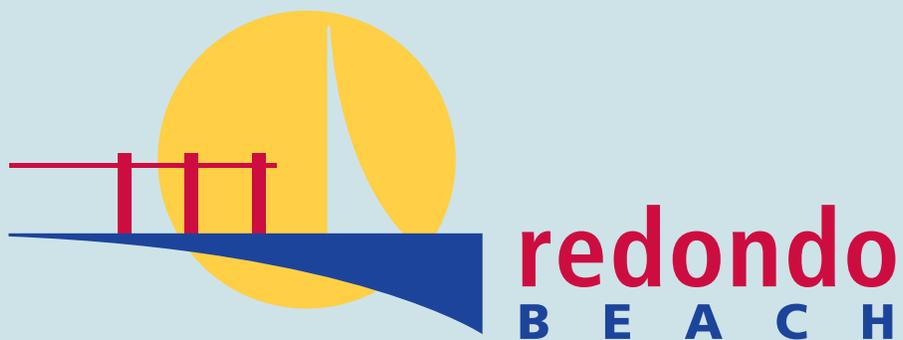
### Core Service Activities

- The Mayor and City Council will conduct approximately 12 meetings of the Public Finance Authority and the Redevelopment Agency.
- The City Treasurer will prepare monthly and quarterly management reports detailing cash and investment positions within the Public Financing Authority and the Redevelopment Agency.
- The City Treasurer will conduct an annual review of the Redevelopment Agency Comprehensive Statement of Investment Policy and maintain policy professional certification.
- The Recreation and Community Services Department will provide \$186,000 in deferred payment loans for housing rehabilitation projects to between three and four low income homeowners through CDBG.
- The Recreation and Community Services Department will administer CDBG mobility access projects and provide handyperson improvements for 40 low income homeowners.
- The Harbor, Business and Transit Department will oversee 99 rental contracts to low and very low income seniors funded by the Redevelopment Agency.
- The Harbor, Business and Transit Department will collaborate on preparation of annual Redevelopment reports.
- The Harbor, Business and Transit Department will administer and oversee four agreements related to outstanding bond issues between the Agency and the Public Finance Authority.
- The Harbor, Business and Transit Department will fund approximately \$300,000 to the Handyperson and Deferred Loan programs.

### Key Projects and Assignments

- The Planning Department will complete a comprehensive update of the Housing Element of the General Plan for consideration of the City Council by October 2009, and consider necessary revisions to achieve certification of the Housing Element (following review by the California Department of Housing and Community Development) by February 2009.

# INDEX



INDEX

Annual Debt Service Funds Budget - Redevelopment Agency Section.....	319
Annual Debt Service Funds Budget - Redevelopment Agency Section.....	315
Annual General Funds Budget - Redevelopment Agency Section.....	317
Annual General Funds Budget - Redevelopment Agency Section.....	313
Annual Housing Funds Budget - Redevelopment Agency Section.....	318
Annual Housing Funds Budget - Redevelopment Agency Section.....	314
Appropriations Summary by Department/by Expenditure Type - Expenditures Section.....	112
Appropriations Summary by Department/by Fund - Expenditures Section.....	110
Appropriations Summary by Fund by Expenditure Type - Redevelopment Agency Section.....	313
Appropriations Summary by Fund by Expenditure Type - Redevelopment Agency Section.....	309
Appropriations Summary by Fund/by Program/by Department/by Expenditure Type - Expenditures Section.....	113
Beach Cities Transit Financial Summary - Financial Summaries Section.....	71
Breakwater Camp Financial Summary - Financial Summaries Section.....	70
Budget Account Structure - General Information Section.....	34
Budget Adoption Resolution - General Information Section.....	20
Budget Message - Redevelopment Agency Section.....	297
Budget Preparation Timeline - General Information Section.....	22
Budgetary Process and Other Management Information - General Information Section.....	23
Capital Improvement Projects Detail and Operating Budget Impact - Capital Improvements Summary Section.....	288
Capital Improvement Projects Summary and Timeline - Capital Improvements Summary Section.....	277
Capital Improvement Projects Summary by Fund/by Function - Capital Improvements Summary Section.....	281
Capital Improvement Projects Summary by Fund/by Program - Capital Improvements Summary Section.....	282
City Attorney - Department Details Section.....	149
City Clerk - Department Details Section.....	135
City Manager - Department Details Section.....	157
City Manager's Message.....	i
City Treasurer - Department Details Section.....	143
Citywide Allocated Costs - Expenditures Section.....	126
Classification of Funds - General Information Section.....	35
Community Development Block Grant Financial Summary - Financial Summaries Section.....	66
Community Emergency Response Team (CERT) Financial Summary - Financial Summaries Section.....	74
Compensation and Benefits - General Information Section.....	9
Definition of Acronyms - General Information Section.....	48
Engineering and Building Services - Department Details Section.....	239
Farmers' Market Financial Summary - Financial Summaries Section.....	73
Financial Services - Department Details Section.....	179
Fire - Department Details Section.....	199

INDEX

Five-Year Overview of Appropriations - Redevelopment Agency Section.....	314
Five-Year Overview of Appropriations - Redevelopment Agency Section.....	310
Five-Year Overview of Appropriations by Fund - Expenditures Section.....	122
Five-Year Overview of Departmental Appropriations - Expenditures Section.....	121
Five-Year Overview of Other Financing Sources (Uses) - Redevelopment Agency Section.....	316
Five-Year Overview of Other Financing Sources (Uses) - Redevelopment Agency Section.....	312
Frequently Asked Questions - General Information Section.....	51
General Fund Five-Year Financial Plan - Financial Summaries Section.....	75
General Fund Per Capita Expenditures - General Information Section.....	8
Geographical Boundaries - General Information Section.....	7
Glossary of Budget Terms - General Information Section.....	40
Graphs/Major Sources of Revenues – General Fund - Revenues Section.....	85
Graphs/Major Sources of Revenues - Redevelopment Agency Section.....	305
Graphs/Major Sources of Revenues - Redevelopment Agency Section.....	301
Harbor Enterprise Funds Summary - Expenditures Section.....	123
Harbor Parking Structures Financial Summary - Financial Summaries Section.....	72
Harbor Tidelands Financial Summary - Financial Summaries Section.....	61
Harbor Uplands Financial Summary - Financial Summaries Section.....	62
Harbor, Business, and Transit - Department Details Section.....	249
Housing Authority Financial Summary - Financial Summaries Section.....	67
Human Resources - Department Details Section.....	169
Information Technology - Department Details Section.....	163
Key Annual Service Activities - Redevelopment Agency Section.....	320
Key Annual Service Activities - Redevelopment Agency Section.....	316
Mayor and City Council - Department Details Section.....	129
Organizational Chart - General Information Section.....	1
Organizational Chart - Redevelopment Agency Section.....	298
Overview of Appropriations - Expenditures Section.....	105
Overview of Appropriations - Redevelopment Agency Section.....	309
Overview of Appropriations - Redevelopment Agency Section.....	305
Overview of Estimated Revenues - Redevelopment Agency Section.....	303
Overview of Estimated Revenues - Revenues Section.....	79
Personnel Summary by Department - General Information Section.....	10
Planning - Department Details Section.....	231
Police - Department Details Section.....	187
Profile & Statistics - General Information Section.....	2
Public Library - Department Details Section.....	211

INDEX

Public Works - Department Details Section..... 261

Recreation and Community Services - Department Details Section..... 217

Redondo Beach Performing Arts Center Financial Summary - Financial Summaries Section..... 69

Revenue and Expenditure Pie Charts - Financial Summaries Section..... 58

Revenue Detail - Redevelopment Agency Section..... 308

Revenue Detail - Redevelopment Agency Section..... 304

Revenue Detail - Revenues Section..... 97

Schedule of Interfund Transfers - Financial Summaries Section..... 60

Schedule of Interfund Transfers - Redevelopment Agency Section..... 301

Seaside Lagoon Financial Summary - Financial Summaries Section..... 68

Solid Waste Enterprise Fund Summary - Expenditures Section..... 124

Solid Waste Financial Summary - Financial Summaries Section..... 63

Statements of Financial Principles - General Information Section..... 29

Statistical Profile - Redevelopment Agency Section..... 299

Street Landscaping and Lighting Financial Summary - Financial Summaries Section..... 65

Summary of Estimated Revenues, Appropriations & Fund Balances - Financial Summaries Section..... 55

Summary of Estimated Revenues, Appropriations & Fund Balances - Redevelopment Agency Section..... 300

Summary of Personnel - Redevelopment Agency Section..... 302

Two-Year Comparison of Appropriations by Fund - Expenditures Section..... 108

Two-Year Comparison of Appropriations by Fund - Redevelopment Agency Section..... 312

Two-Year Comparison of Appropriations by Fund - Redevelopment Agency Section..... 308

Two-Year Comparison of Estimated Revenues by Fund - Redevelopment Agency Section..... 304

Two-Year Comparison of Estimated Revenues by Fund - Revenues Section..... 84

Wastewater Enterprise Fund Summary - Expenditures Section..... 125

Wastewater Financial Summary - Financial Summaries Section..... 64