City of Redondo Beach
California

More To Sea℠
redondo
BEACH

Adopted Budget
Fiscal Year 2011-2012

CITY OF REDONDO BEACH

ADOPTED BUDGET
Fiscal Year 2011-2012

MAYOR
Michael A. Gin

CITY COUNCIL
Steve Aspel
Bill Brand
Pat Aust
Steven Diels
Matt Kilroy

CITY MANAGER
William P. Workman

ASSISTANT CITY MANAGER
Peter Grant

CITY ATTORNEY
Michael Webb

CITY CLERK
Eleanor Manzano

CITY TREASURER
Ernie O'Dell

California Society of Municipal Finance Officers

Certificate of Award

Excellence in Operating Budget
Fiscal Year 2010-2011

Presented to the

City of Redondo Beach

For meeting the criteria established to achieve the Excellence Award in the Operating Budget.

February 24, 2011

Ronnie Campbell
CSMFO President

Chu Thai, Chair
Professional Standards and Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Redondo Beach

California

For the Fiscal Year Beginning

July 1, 2010

President

Executive Director

CITY OF REDONDO BEACH

MAYOR AND CITY COUNCIL

Michael A. Gin
Mayor

Steve Aspel
Councilmember
District 1

Bill Brand
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

Maggie Healy
Director of Recreation & Community Services

Daniel P. Madrigal
Fire Chief

Steve Huang
City Engineer/Chief Building Official

Pete Carmichael
Harbor, Business and Transit Director

Chris Benson
Information Technology Director

Aaron Jones
Planning Director

W. Joseph Leonardi
Chief of Police

Jean Scully
Director of Library Services

Michael Witzansky
Public Works Director

Diana Moreno
Financial Services Director

CITY OF REDONDO BEACH
ADOPTED BUDGET
FISCAL YEAR 2011-2012

TABLE OF CONTENTS

City Manager's Message i

General Information

Organizational Chart 1
Profile and Statistics 2
Geographical Boundaries 8
General Fund Per Capita Expenditures 9
Compensation and Benefits 10
Personnel Summary by Department 11
Budget Adoption Resolution 20
Budget Preparation Timeline 22
Budgetary Process and Other Management Information 23
Statements of Financial Principles 28
Budget Account Structure 34
Classification of Funds 35
Glossary of Budget Terms 40
Definition of Acronyms 49
Frequently Asked Questions 53

Financial Summaries

Summary of Estimated Revenues, Appropriations and Fund Balances 57
Revenue and Expenditure Pie Charts 60
Schedule of Interfund Transfers 62
Harbor Tidelands Financial Summary 63
Harbor Uplands Financial Summary 64
Solid Waste Financial Summary 65
Wastewater Financial Summary 66
Transit Financial Summary 67
Vehicle Replacement Financial Summary 68
Street Landscaping and Lighting Financial Summary 69
Community Development Block Grant Financial Summary 70
Housing Authority Financial Summary 71
Seaside Lagoon Financial Summary 72
Redondo Beach Performing Arts Center Financial Summary 73
Breakwater Camp Financial Summary 74
Harbor Parking Structures Financial Summary 75
Farmers' Market Financial Summary 76
General Fund Three-Year Financial Plan 77

CITY OF REDONDO BEACH
ADOPTED BUDGET
FISCAL YEAR 2011-2012

TABLE OF CONTENTS

Revenues

Overview of Estimated Revenues..... 81
Two-Year Comparison of Estimated Revenues by Fund..... 87
Graphs/Major Sources of Revenues – General Fund..... 88
Revenue Detail..... 100

Expenditures

Overview of Appropriations..... 107
Two-Year Comparison of Appropriations by Fund..... 110
Appropriations Summary by Department/by Fund..... 112
Appropriations Summary by Department/by Expenditure Type..... 114
Appropriations Summary by Fund/by Program/by Department/by Expenditure Type.... 115
Five-Year Overview of Departmental Appropriations..... 122
Five-Year Overview of Appropriations by Fund..... 123
Harbor Enterprise Funds Summary..... 124
Solid Waste Enterprise Fund Summary..... 125
Wastewater Enterprise Fund Summary..... 126
Transit Enterprise Fund Summary..... 127
Citywide Allocated Costs..... 128

Department Details

Mayor and City Council..... 131
City Clerk..... 137
City Treasurer..... 145
City Attorney..... 151
City Manager..... 159
Information Technology..... 165
Human Resources..... 173
Financial Services..... 183
Police..... 191
Fire..... 203
Public Library..... 215
Recreation and Community Services..... 221
Planning..... 235
Engineering and Building Services..... 243
Harbor, Business, and Transit..... 253
Public Works..... 265

CITY OF REDONDO BEACH
ADOPTED BUDGET
FISCAL YEAR 2011-2012

TABLE OF CONTENTS

Capital Improvements Summary

Capital Improvement Projects Summary and Timeline..... 284
Capital Improvement Projects Summary by Fund/by Function..... 285
Capital Improvement Projects Summary by Fund/by Program..... 286
Capital Improvement Projects Detail and Operating Budget Impact..... 292

Redevelopment Agency

Budget Message..... 301
Organizational Chart..... 302
Statistical Profile..... 303
Summary of Estimated Revenues, Appropriations and Fund Balances..... 304
Schedule of Interfund Transfers..... 305
Summary of Personnel..... 306
Overview of Estimated Revenues..... 307
Two-Year Comparison of Estimated Revenues by Fund..... 308
Graphs/Major Sources of Revenues..... 309
Revenue Detail..... 312
Overview of Appropriations..... 314
Two-Year Comparison of Appropriations by Fund..... 317
Appropriations Summary by Fund by Expenditure Type..... 318
Five-Year Overview of Appropriations..... 319
Five-Year Overview of Other Financing Sources (Uses)..... 322
Annual General Funds Budget..... 323
Annual Housing Funds Budget..... 324
Annual Debt Service Funds Budget..... 325
Key Annual Service Activities..... 326

Index..... 327

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, 2011

Dear Mayor and Members of the City Council:

The City of Redondo Beach has so far successfully navigated the past two years' economic storm. The Mayor and City Council are due important credit and thanks for the very tough choices they made leading the community during our nation's most difficult period since the Great Depression. Recognition also needs to be provided to the City's employees and management team who have worked collaboratively to deliver municipal services with significantly reduced resources and lower compensation. The community's engagement with the City and the work of the City's Commissions has been invaluable as we downsized our organization and adjusted service levels.

Fiscal Year 2011-12 finds the City's finances have stabilized, but at a much lower level than we would have forecast. More work has to be done as we maneuver through the next financial and economic challenges. We face strong headwinds from high unemployment, high oil prices, high housing defaults, high pension and health care costs, high regional and global competition, high state and federal deficits, high business failures and high doubt in government.

It is under these conditions that the proposed General Fund budget balancing for FY 11-12 will require continuing the 6% compensation concessions from employees. A first-time drawdown on the PERS set-aside fund in the amount of $1.0 million also will be required.

Proposed is a $99.0 million City Budget for FY 11-12 of which the General Fund represents $69.9 million. The budget calls for maintaining the City's 8.33% General Fund reserve of $5.8 million and continues the use of financial best practices to support our City's Standard & Poor's bond rating of AA+.

Redondo Beach, like so many other cities in the State of California, has been humbled by the nearly cataclysmic economic collapse and by the steep increase in labor costs attributed to the fast rise of public employee pension expenses. It has never been more apparent that the City's financial health is indexed to the economy, and experts do not forecast significant improvements in the California economy until 2013. Consequently, municipal revenues will be much lower than desired for several more years.

An illustration of our lower revenues is the fact that FY 11-12 City sales tax revenue is forecasted to reach the same level we received ten years ago. Changes in California's economic environment are also evident nationally, as weak American economic growth of 2.8% compares unfavorably with other countries' double-digit growth rates. The municipal service levels and employee compensation proposed in this budget have to be understood within the fiscal reality and be reflective of our ability to pay.

Nearly all California cities contract with the Public Employee Retirement System (PERS) for employee pension programs. PERS is a defined benefit retirement program for full-time employees and specific part-time employees. Cities, including Redondo Beach, have experienced significant cost increases in mandated funding for PERS. Bad investment decisions, poor actuarial projections, unilateral and retroactive benefit changes and ruinous decisions by the PERS management and board members have placed cities in precarious financial situations.

Providing a quality retirement program is an important factor in retaining and recruiting talented employees. We want to continue to provide pension programs that are competitive, fair and financially sustainable. The present system is not sustainable – PERS pension costs are accelerating far faster than the revenues that pay for them. Reform at the State level is required and must be accompanied by authentic restructuring of PERS pension costs for City employees. Local PERS reform has to be a priority or we will have to confront deep cuts in City jobs and services to pay our pension costs. The chart below illustrates the problem.

	FY 09-10	***FY 10-11***	***FY 11-12***	***FY 12-13***	***FY 13-14***
Misc - Employer	$ 2,262,000	$ 2,288,000	$ 2,729,000	$ 2,946,000	$ 3,547,000
Misc – Employee	1,357,000	1,357,000	1,357,000	1,357,000	1,357,000
Safety – Employer	5,169,000	5,269,000	6,183,000	6,539,000	7,554,000
Safety - Employee	1,450,000	1,450,000	1,450,000	1,450,000	1,450,000
Total	**$10,238,000**	**$10,364,000**	**$11,719,000**	**$12,292,000**	**$13,908,000**

Weighing on the City's Budget also are challenges from other levels of government The Federal government has acted to decrease revenue resources to cities through significant cuts to, or discontinuation of programs such as CDBG and the American Recovery and Reinvestment Act (ARRA). As well, it has issued mandates to cities, leaving them to find a way to cover the significant cost of implementation, e.g., healthcare, storm water/wastewater requirements. Federal budget troubles are so severe that the Treasury Secretary must borrow from the Federal pension fund to meet the government's on-going operating expense obligations. The impact of the State's budget crisis has been somewhat mollified by the November passage of Proposition 22, which helps to protect municipal revenues from State raids. However, the State is actively attempting to eliminate city redevelopment agencies that are critical to job creation and business growth. Additionally, the State is attempting to shift many of its responsibilities to the local level without payment for new mandated costs, e.g., SB 375 climate change mitigation, prisoner transfer and release. The City's limited fiscal capacity will be stretched by the actions of the State and Federal governments.

The City is positioning itself for positive revenue growth with its economic development initiatives, e.g., Shade Hotel, Galleria expansion, as well as expanding cost controls to better manage expenditures, e.g., contracting services, using part-time staff to fill full-time positions.

Our City's Mission Statement reads:

"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"

This Mission Statement continues to serve as our compass while we experience a sea change in how the world works. The next few years will be a transition period for the City as we chart a course recognizing the new realities that pose both problems and opportunities. Business as usual cannot withstand the pressure of tax limits, uncapped costs and global economic competition.

We will take the opportunity to learn, recover and build an enduring organization that is financially sustainable and focused on:

- Quality full-service delivery to the community with primacy of exceptionally serving residents, businesses and visitors,
- Enhanced economic development delivering new jobs, expanded business success and better municipal revenue generation,
- Improved financial performance with manageable costs sustained by ongoing revenues, and
- Employee, team and organizational development featuring succession planning, training, tools, leadership and aspirations for compensation restoration.

<u>Outlook for 2011-12 Fiscal Year</u>

The City's Budget is built around key assumptions for the coming fiscal year. Our budget assumptions for creating this fiscal plan were as follows:

- *Projected Revenues*
    - Property taxes will be increasing as improvements in the housing market are seen. To comply with Proposition 13, the FY 11-12 includes a positive CPI adjustment, while the midyear FY 10-11 includes a negative.
    - Sales taxes will be increasing from the midyear budget for FY 10-11 with new businesses replacing closures and increasing consumer spending.
    - Utility users' taxes will be increasing due to an increase in energy costs and a growth in overall demand.
    - Transient occupancy (hotel room) taxes will be decreasing when compared to the midyear budget for FY 10-11 as a result of rising energy costs, continuing high (though decreasing) unemployment, the Euro's drop in value against the dollar, and Japan's recovery from earthquake damage.

- Fees and charges will remain relatively flat with increases in administrative fees, fire service fees, and building and engineering fees balanced by declines in library book fines and fees, recreation users pay revenue, and public works fees.
- State actions to take away local City revenues are likely by shifting to local government its service responsibilities. It is unknown at this time what precise new attacks will have to be endured.
- The dismal California unemployment rate of 12% will continue to heavily weigh down consumer spending on goods, housing and travel translating to reduced levels of tax revenue.

❖ *Projected Expenditures*

- Without employee compensation concessions, personnel costs will climb without revenue to pay the expenses due to contracted salary adjustments, benefit cost increases, retirement cost increases, and post-retirement health benefit costs.
- Maintenance and operation expenses are increased only with a Decision Package recommended by the City Manager for a specific expenditure purpose.
- Internal service fund allocations remain flat until the regularly scheduled midyear budget adjustment.

❖ *Projected Reserves, Designations and Fund Balances*

- The General Fund reserve of $5.8 million would be exhausted in approximately 18 months should a drawdown the PERS set-aside and employee compensation concessions not occur.
- The Harbor Uplands Fund balance is declining and actions are being taken to correct this situation consistent with the City Council's approved Harbor Enterprise Business Plan.
- The Street Landscaping and Lighting District continues to drain General Fund resources because Council adjustments to charge rates have been constrained by the courts and voter/taxpayer resistance.

<u>Overview of Developing the Proposed Budget</u>

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 City Council's Statements of Financial Principles. The City Manager is directly responsible to the City Council under the City Charter to 1) prepare and submit the annual budget to the City Council, 2) advise the City Council on the City's financial condition and future needs, 3) be responsible for the budget's administration after adoption, and 4) prepare and submit a complete report on year-end financial and administrative activities. 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 and 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 10-11. 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. Expenditures in the departmental Internal Service Fund expenditure category were kept at the FY 10-11 midyear level to be adjusted again at the FY 11-12 midyear budget review. The combination of all of the above changes set the anticipated departmental "base" budget for FY 11-12.

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.

The highest priority Decision Packages are recommended for approval by the City Council as reductions and supplements to the departments' FY 11-12 base budgets. We have many more departmental needs than we have funding available. The City is primarily a service organization with nearly 70% of our costs associated with the personnel to provide the service in the General Fund.

The following criteria were used in the evaluation and ranking of Decision Packages. However, higher priority was given to providing resources to the police, fire, paramedic and public works functions.

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?

This budget is about making tough choices. The economy's downward spiral is taking with it municipal revenues expected to pay for City services. Using the criteria described above and guided by our corporate value of "Fiscal Responsibility", a total of 35 Decision Packages are recommended.

Not included as a Decision Package are unfunded positions, listed below, as these positions have already been removed from the budgeted numbers to move the City closer to a balanced budget.

- Office Specialist III – City Clerk
- Senior Auditor – City Treasurer
- Litigation Paralegal – City Attorney
- Assistant to the City Manager – City Manager
- Senior Administrative Specialist – Planning
- Maintenance Worker I (5) – Public Works

Also not included as a Decision Package are the following employee compensation concessions proposed as continuing:

- Deferral of the 2009 contracted 4% salary increase ($600,000 – General Fund) for employees represented by the RBCEA, RBPSA, and Teamsters; plus continuation of the 6% wage and salary concessions previously agreed to by all groups ($900,000 – General Fund)
- Continuation of 6% wage and benefit concessions for RBPOA Management, RBPOA, RBFA, and Management and Confidential employees ($1,300,000 – General Fund)

The total amount of proposed expenditure reductions for all Decision Packages is $172,661 with $65,440 recommended for the General Fund. The total amount of revenue enhancement recommended is $338,620. The total amount of proposed appropriations for all Decision Packages is $2.2 million with $500,000 recommended for the General Fund. Decision Packages recommended by the City Manager are listed immediately following this message.

The Annual Budget in Brief

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.

The City Council is scheduled to review the proposed Annual City Budget on May 31. The second review and adoption of the budget and CIP are slated for June 7 and 21, respectively. A more focused review of the CIP budget is set for a workshop on June 14. Approximately 20 to 30 Budget Response Reports are expected to be prepared by staff during the City Council's budget deliberations. These Budget Response Reports answer important financial, budgetary, and policy questions raised by the City Council.

The total revenue from all sources (excluding internal charges) is estimated to be $94.5 million in FY 11-12. The total expenditures proposed for all funds are $99.0 million. The difference of $4.5 million will be funded from the estimated beginning fund balances, a drawdown the PERS set-aside, and employee compensation concessions.

The FY 11-12 CIP plan proposes $6.2 million in projects to be paid for with $6.2 million from 11 funding sources.

General Fund Revenue

The projected revenue from outside sources for FY 11-12 is $67,227,752. This represents an increase of $1,095,166, or 1.8%, when compared to the midyear budget for FY 10-11. Taxes, licenses and permits, and fines and forfeitures are contributing to the increase, while use of money and property (primarily investment earnings) and intergovernmental revenues are decreasing.

General Fund Expenditures

The projected General Fund expenditures for FY 11-12 are $53,921,034, excluding internal service fund allocations. This represents an increase of $2.5 million, or 4.8%, when compared to the midyear budget for FY10-11. The primary reason for the increase can be attributed to the inclusion of the previous deferred COLA increases of 4% and the 6% salary rollback which are currently reflected in the FY 10-11 midyear but which are not reflected in the FY 11-12 proposed budget, since employee groups have not yet agreed to these items for FY 11-12. Proposed are continuation of the compensation concessions and continued deferral of the COLAs, which would decrease personnel costs by $2.8 million. However, described below are the major assumptions used in projecting our "base" budget expenditures prior to the concessions.

- Personnel costs will increase by 11.2% to $47,181,646.

- 434 positions are authorized and funded compared to 497 five years ago.

- Maintenance and operations and capital outlay costs are not permitted to increase from midyear amounts unless a Decision Package is recommended by the City Manager for a specific purpose.

- Internal service fund allocations were adjusted with the FY 10-11 midyear budget review and will not be adjusted again until the FY 11-12 midyear budget review.

- Capital improvement costs are scheduled in the CIP.

The difference between the General Fund revenue and expenditures before transfers out and Decision Packages is $2,663,476. If all Decision Packages were adopted, transfers in and out were included, and employee compensation concessions were implemented, revenues would exceed expenditures by $42,720.

General Fund Reserve, Designations and Fund Balance

In accordance with the City Council's adopted Statements of Financial Principles, the General Fund will maintain a minimum reserve (undesignated fund balance) equivalent to 8.33% of the General Fund's projected operating budget. For FY 11-12, the total amount of this reserve is $5,821,939. The reserve earns interest, smoothes cash flow and is ready for unanticipated expenditures or emergencies. Year-end fund balance designation money may be needed to meet the actuarial calculated reserve levels for the Self-Insurance Program Fund.

Harbor Enterprise Fund

The Harbor Tidelands Fund and the Harbor Uplands Fund continue to move toward a continuation of two key goals: 1) vitalizing the waterfront; and 2) ensuring the financial health of the Harbor Enterprise. The City is in the initial stages of the Business Plan implementation and the financials should reflect their positive impact over the next several years.

The projected Harbor Enterprise revenue for FY 11-12 is $9,319,780. This represents an increase of $133,250, or 1.5%, over the midyear budget for FY 10-11.

The projected Harbor Enterprise expenditures for FY 11-12 are $10,412,789. This represents a decrease of $7,234,135, or 41.0%, from the midyear budget for FY 10-11. The primary reason for the decrease can be attributed to the fluctuation from year to year in capital improvements funded by the Harbor Enterprise.

The difference between revenues and expenditures of $1,093,009 will be funded from the estimated beginning fund balance.

Redevelopment Agency

The projected Redevelopment Agency revenue for FY 11-12 is $6,480,446. This represents a decrease of $676,461, or 9.5%, when compared to the midyear budget for FY 10-11.

The projected Redevelopment Agency expenditures for FY 11-12 are $6,792,583. The expenditures decreased $1,406,616 when compared to the FY 10-11 midyear budget.

As discussed earlier, the State is attempting to eliminate city redevelopment agencies as one of its budget balancing measures. The California Redevelopment Association (CRA) is actively fighting this proposal.

Budget and Financial Transparency

We openly communicate the fiscal condition of our various municipal "business units" within the budget by using mini-financial statements. In this way, the City Council can make informed policy choices, staff can make informed management decisions, and the public can have an informed understanding of City activities. This budget includes mini-financial statements for the following activities:

Harbor Tidelands	Community Development Block Grant
Harbor Uplands	Housing Authority
Solid Waste	Seaside Lagoon
Wastewater	Redondo Beach Performing Arts Center
Transit	Breakwater Camp
Vehicle Replacement	Harbor Parking Structures
Street Landscaping and Lighting	Farmers' Market

Conclusion

My professional thanks are extended to the Mayor and City Council for their critical policy decisions and sound financial decision making in handling the complexities of the City finances. Our City's Department Head team continues their outstanding work in preparing balanced budget is tough financial times. Special thanks are expressed to the Financial Services Department staff including Diana Moreno, Marni Ruhland, Jeff Payne, Steve Erlandson, Doug Kaku, and Robert Shellabarger for their efforts in helping build the budget document. In addition, I would like to say thank you to Pete Grant, Ernie O'Dell and Frank Rowlen for their contributions to this document.

Sincerely,

City Manager Recommended
Decision Packages for City Council Approval

Decision Packages that would reduce departmental expenditures to align with available City funding sources:

Decision Package #1. Refuse Collection and Recycling Program. The new refuse and recycling collection contract with Athens Services will reduce charges for single family collection, two City provided household hazardous waste (HHW) roundups, waste generated by City operations and HHW collected by street crews from the public. Upon ratification by a Proposition 218 vote on June 17, 2011, recommended is a reduction of ($107,221) in revenues and expenditures to the Solid Waste Fund.

Decision Package #2. Reduction in City Treasurer Operating Expenses. City Treasurer expenses related to the issuance of the Tax Revenue Anticipation Note (TRANs) of $62,770 and miscellaneous other operating expenses of $2,670 are not required for FY11-12. Recommended is a one-time reduction in appropriation to the General Fund of $65,440.

Decision Package #3**.** Part-Time Employees 6% Pay Decrease. The proposed expenditure reduction would be a continuation of the current decrease of part-time hourly wages by 6% representing a savings of $131,158 to the General Fund and $17,276 to the other funding sources. The impact would be potential problems in attracting and retention of hourly employees. Recommended is approval to continue the 6% part-time pay reduction.

Decision Package #4. Flexible Hiring Freeze and Part-Time Hiring Practice. The continuation of the City Manager's flexible hiring freeze is needed as a tool to create additional savings as a buffer to further economic and financial uncertainty. Where practical, the use of part-time employees for staffing needs and PERS cost avoidance will continue. Recommended is approval to continue the City Manager's flexible hiring freeze.

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

Decision Package #5. Athens Refuse Collection Road Impact Fee . Appropriation of $250,000 to the Capital Project Improvement Fund is requested for use of road impact fees the City will receive annually from Athens Services for trash hauling. The funds will create a specific capital improvement project (Annual Roadway Maintenance) which will be used for the completion of various activities and the purchase of materials related to maintenance of roadways, parking lots, driveways, curbs and gutters impacted by trash hauling operations. Recommended is an on-going increase of $250,000 in revenue offset by an on-going appropriation to the Capital Projects Improvement Fund.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #6. DOC Beverage Container Grant Increase. Appropriation $16,620 to the Beverage Container Recycling Grant is requested due to the release of funding for fiscal year 2010/2011 from CalRecycle. Combined with $900 already appropriated in the core budget, the total grant is $17,520. Recommended is a one-time increase of $16,620 to revenue offset by a one-time $16,620 increase in appropriations to the Solid Waste Fund.

Decision Package #7. Fire Department Advanced Life Support Pass-Through Amendment. The City receives approximately $190,000 annually from its existing Pass-Through Agreement with McCormick's Ambulance for patient transport. A recent audit revealed that the City has not been fully reimbursed for Code 3 responses. An update to the reimbursement agreement is needed to generate the revenue needed to pay for critical supplies, including cardiac and respiratory medications and traumatic injury stabilization splints. Current trends indicate that the City would be reimbursed approximately $72,000, assuming $71.50 per patient. Recommended is direction to hold a public hearing on June 21, 2011 for consideration of a of a Code 3 response fee of $71.50 and to amend the existing McCormick Agreement to capture this revenue.

Decision Package #8. Overlap Parking Fee. On March 1, 2011, Council amended the Zoning Ordinance to allow administrative review and approval of overlap parking. Authorization of overlap parking would no longer require Planning Commission approval. With this, it is necessary to reduce the current fee of $875, which includes the cost of review by the Planning Commission. Recommended is direction to hold a public hearing on June 21, 2011 for consideration of a proposed fee of $625 for administrative review and permit issuance costs of overlap parking.

Decision Package #9. Administrative Use Permit Fee for Personal Improvement Services. Pending amendments to the Zoning Ordinance would establish an Administrative Use Permit (AUP) for small Personal Improvement Services (e.g., classes, training instruction). Since Personal Improvement establishments do not require the work effort of a full Conditional Use Permit (CUP), which is currently the only type of permit available to these establishments, full cost recovery would equate to approximately half the cost of a CUP. Recommended is direction to hold a public hearing on June 21, 2011 for consideration of full cost recovery fee of $875 for an AUP.

Decision Package #10. Business License Administrative Appeals Fee. The Municipal Code provides for an appeal process to the City Council if the license holder does not agree with the administrative decision to revoke a business license. Consistent with appeals relative to Administrative Permits, a fee needs to be established for this action. Recommended is direction to hold a public hearing on June 21, 2011 for consideration of a business license appeal fee of $300, equal to that of an Administrative Permit appeal.

City Manager Recommended
Decision Packages for City Council Approval

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

Decision Package #11. Recreation & Community Services Lease Payment and Revenue Adjustments. The General Fund portion of the Recreation and Community Services rent expense will decrease by $85,000 and the Housing Authority's rent expense will increase by $7,947 starting July 1, 2011, when the Department moves to 1922 Artesia Boulevard. The General Fund savings will be offset by a revenue decrease of $165,000 from loss of sub-leases (Carden Dominion, WIA) at the Knob Hill site. Recommended is an on-going General Fund decrease to rental/lease expense of $85,000, a decrease in General Fund rental/lease revenue of $165,000, and a $7,947 increased appropriation to the Housing Authority Fund.

Decision Package #12. Fuel Cost Increase. Public Works Department requires additional funding for fuel purchases due to its significantly higher cost. Recommended is an on-going appropriation to the Vehicle Replacement Fund of $100,700.

Decision Package #13. Other Post Employment Benefits Actuarial Valuation (OPEB). An actuarial valuation of the City's OPEB liability is required to be in compliance with Government Accounting Standards Board Statement No. 45 and CalPERS year-end requirements. Recommended is a one-time appropriation to the General Fund of $13,000.

Decision Package #14. Wastewater and Street Landscaping and Lighting Administrative Fees. The County of Los Angeles has assessed the City with increased administrative processing fees for revenue apportionments under SB 2557. Recommended is an on-going appropriation of $20,800 to the Wastewater Fund and $6,500 to the Street Landscaping and Lighting District Fund.

Decision Package #15. Step Increases for Part-Time Library Staff. Appropriation is needed to fund step increases for part-time staff reaching specified thresholds. Recommended is an on-going appropriation of $21,300 to the General Fund.

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

Decision Package #16. Maintenance Agreement – Storm Water Diversion Facilities. Appropriation of $30,000 is requested for contracting annual maintenance of storm water diversion facilities recently constructed in Alta Vista Park and at Sapphire Street. Public Works Department lacks the staff and technical expertise to repair and maintain the water filtration components. Recommended is an on-going appropriation to the General Fund of $30,000.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #17. Seaside Lagoon NPDES Required Water Testing. Recreation & Community Services funding is required to perform testing on the Seaside Lagoon water feature to maintain compliance with the City's NPDES permit. Recommended is an on-going appropriation of $18,500 to the Harbor Tidelands Fund.

Decision Package #18**.** Attorney's Fees for Harbor Tidelands and Uplands. Due to consistently high levels of activity in the Harbor Tidelands and Uplands areas and continuing legal needs in conjunction with the Regional Water Quality Control Board discharge requirements for Seaside Lagoon, general coastal land use matters, and other harbor real property and leasehold issues, additional funds are needed. Recommended is a one-time appropriation of $155,000 the Harbor Tidelands Fund and $75,000 to the Harbor Uplands Fund.

Decision Package #19. Transit Vehicle Replacement. Federal Transit Administration establishes "useful life/mileage" requirements at five years for small and seven years for large transit vehicles. The transit capital plan requires annual purchases to replace vehicles that are approaching maximum standards. New vehicles also improve public safety and have lower maintenance repair costs. To replace five fixed-route transit vehicles, recommended is a one-time total appropriation of $2,307,200 to the Transit ($274,046), Air Quality Improvement ($162,394), and Intergovernmental Grants ($1,870,760) Funds. Together with the use of funds on hand, recommended are increased revenue estimates of $33,357 to the Transit Fund and $1,870,760 to the Intergovernmental Grants Fund.

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

Decision Package #20. Harbor, Business & Transit Part-Time Intern. Marketing activities and administrative tasks require additional attention to maintain adequate progress. Proposed is a part-time intern position. Recommended is an on-going appropriation of $4,387 to the Harbor Tidelands Fund, $4,387 to the Harbor Uplands Fund, and $4,387 to the General Fund.

Decision Package #21. Transit Marketing Activities. Appropriation is needed for BCT/WAVE brochure design and production, marketing and promotional assistance for transit and regional rideshare programming, and technical assistance with online BCT transit mapping and integration. Recommended is an ongoing appropriation of $119,200 to the Transit Fund.

Decision Package #22. Street Landscaping and Lighting District. In FY 2007-08, the City Council approved an on-going $873,500 General Fund subsidy to the Street Landscaping and Lighting District. An additional appropriation is required in FY 2011-12 to cover higher costs for the Street Landscaping and Lighting District to prevent a reduction of service. Recommended is a one-time $144,255 transfer from the General Fund to the Street Landscaping and Lighting District Fund.

City Manager Recommended
Decision Packages for City Council Approval

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

Decision Package #23. Public Works - Vehicle Replacement. Appropriation is necessary for scheduled replacement of seven vehicles used by the Fire, Public Works and Police Departments. Replacement vehicles have accrued many miles and experienced increased repair costs. Recommended is a one-time appropriation of $469,411 to the Vehicle Replacement Fund.

Decision Package #24. Fire Department Hose Replacement. Existing hose has failed to pass the annual pressure test due to extensive wear and tear needs replacement. Recommended is a one-time appropriation of $3,100 to the General Fund.

Decision Package #25. Transit Technical Assistance. Appropriation is needed for technical assistance related to Federal, State, and local compliance with National Transit Database (NTD) reporting, Disadvantaged Business Enterprises (DBE) regulations, and general BCT and Dial-A-Ride services. Recommended is an on-going appropriation of $60,800 to the Transit Fund.

Decision Package #26. North Branch Library Security Communications. Appropriation is needed to fund increases in costs of alarm phone lines to provide theft, fire, and safety systems at the North Branch Library. Recommended is an on-going appropriation of $3,524 to the General Fund.

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

Decision Package #27. Transportation Concepts Rate Increase. Appropriation is needed for Council's previously approved contractual rate adjustments with the BCT transportation provider, Transportation Concepts, to operate Lines 102, 104, and 109. Recommended is an on-going appropriation to the Transit Fund of $73,064

Decision Package #28. One Temporary Full-Time Position and Two Part-Time Positions for City Clerk for Seven Months . As part of the City Clerk's Office succession plan, required is an appropriation for one temporary full-time position (Chief Deputy City Clerk) and two part-time positions (Records Management Coordinator). Individuals hired in these positions will be trained to potentially transition into the positions of the retiring employees as part of the succession plan. Recommended is a one-time appropriation of $106,905 to the General Fund.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #29. Information Technology – Replacement Equipment. Appropriation is necessary for upgrade and/or replacement of equipment that has reached end-of-life or can no longer meet increasing software demands and provide the service levels needed by City staff to serve the community. Recommended is a one-time $327,000 appropriation to the Information Technology Fund.

Decision Package #30. Enhanced Streaming of City Council Meetings. Granicus Managed Hardware will enable the City to stream City Council meetings over leading platforms including smartphones, tablet PCs, as well as laptop and desktop computers. Recommended is an on-going appropriation of $3,600 to the General Fund.

Decision Package #31. Two Part-Time Building Inspectors. Increased building activity and subsequent increases in inspection activities necessitates additional man-power. In particular, extensive inspection hours will be required by three major proposed construction projects over the next year. Recommended is an on-going appropriation of $94,000 to the General Fund.

Decision Package #32. One Part-Time Administrative Personnel for Engineering. Increased building activity will cause increases in administrative activities. One part-time position is recommended to provide administrative coverage not available with current staffing. Recommended is an on-going appropriation of $19,000 to the General Fund.

Decision Package #33. 4th of July Fireworks Event Funding. For the past five years the City has contracted with Community Spirit Fireworks (CSF) to coordinate the annual 4th of July Fireworks Event. In year one of the agreement, the City paid CSF all $19,000 of parking revenue collected from the event. By year three, the amount was reduced to $9,500. In addition, the City annually waives approximately $12,000 in costs for City services for this signature event. The City's de-escalating level of fiscal support coupled with a decline in sponsorship funding led CSF to request a total of $14,750 of funding to pay for the 2010 fireworks event.

On February 15, 2011, the City Council approved the request from CSF for funding in the amount of $18,000 to assist in payment of the fireworks and barge costs. In addition, the City Council approved the use of Uplands and Tidelands funds (instead of the General Fund) to cover the cost of City services for the event based on the increased revenue from July 4 parking. Recommended is a one-time appropriation of $18,000 to the Harbor Tidelands Fund, an on-going appropriation of $12,000 for City services to the Harbor Funds ($9,200 Uplands, $2,800 Tidelands), and an on-going decrease to the General Fund of $12,000.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #34. Confirmation of Signature Special Events. The six recommended signature events with waiver of City hard and soft costs are: 4th of July 2011 Event; Super Bowl 10K Run/Walk; Lobster Festival; Spring Fest; Riviera Village Summer Festival; and Riviera Village Holiday Stroll. These are the same events the City Council approved for FY 10-11. This represents $31,000 in costs to the General Fund, $2,800 to the Tidelands Fund and $9,200 to the Uplands Fund for the July 4th event costs. Recommended is the ongoing budgeting of hard and soft costs for only these special events.

Decision Package #35. Transfer from CalPERS Reserve Fund. The increased mandated contribution to CalPERS is seen in the FY 11-12 budget. Beginning with the year-end close of FY 09-10, the City began to set aside funding for the increases in the CalPERS Reserve Fund. Recommended is the use of $1 million of the nearly $2.5 million in the fund with a transfer from the CalPERS Reserve Fund to the General Fund to cover the FY11-12 increased retirement contributions.

THIS PAGE LEFT INTENTIONALLY BLANK

Office of the City Manager

415 Diamond Street
Redondo Beach, CA 90277-0270
www.redondo.org

tel 310 372 1171
fax 310 379 9268

July 1, 2011

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

Subject: Council Actions Amending the Proposed FY11-12 Budget

Prior to formal adoption of the FY11-12 Budget, reallocation adjustments were needed to several funds described below and reflected in Attachment A.

LaPaz Parkette Improvements	*An appropriation of $50,000 in grant funding will help to fund the LaPaz Parkette improvements.*
Perry Park Play Equipment	*An appropriation of $100,000 in grant funding will help to fund the Perry Park play equipment replacement.*
City Clerk Departmental Staffing	*A $118,000 appropriation will fund two temporary full-time positions in the City Clerk's Office.*
Assistant to the City Manager	*A $68,027 appropriation will allow for the refilling the Assistant to the City Manager position.*
Bicycle Transportation Plan	*A $58,000 appropriation will fund the bicycle transportation plan implementation project.*
North Redondo Park Development	*A $94,000 appropriation will provide funding for park improvement projects in North Redondo Beach.*
Compensation Concessions	*A $3,496,322 reduced appropriation reflects wage and benefit concessions from all of the City's bargaining units.*

The adjusted costs reflected in Attachment A were approved by the City Council at its June 30, 2011 meeting. In addition to the items above, Decision Packages #1 through #35 (except #28) were adopted as proposed.

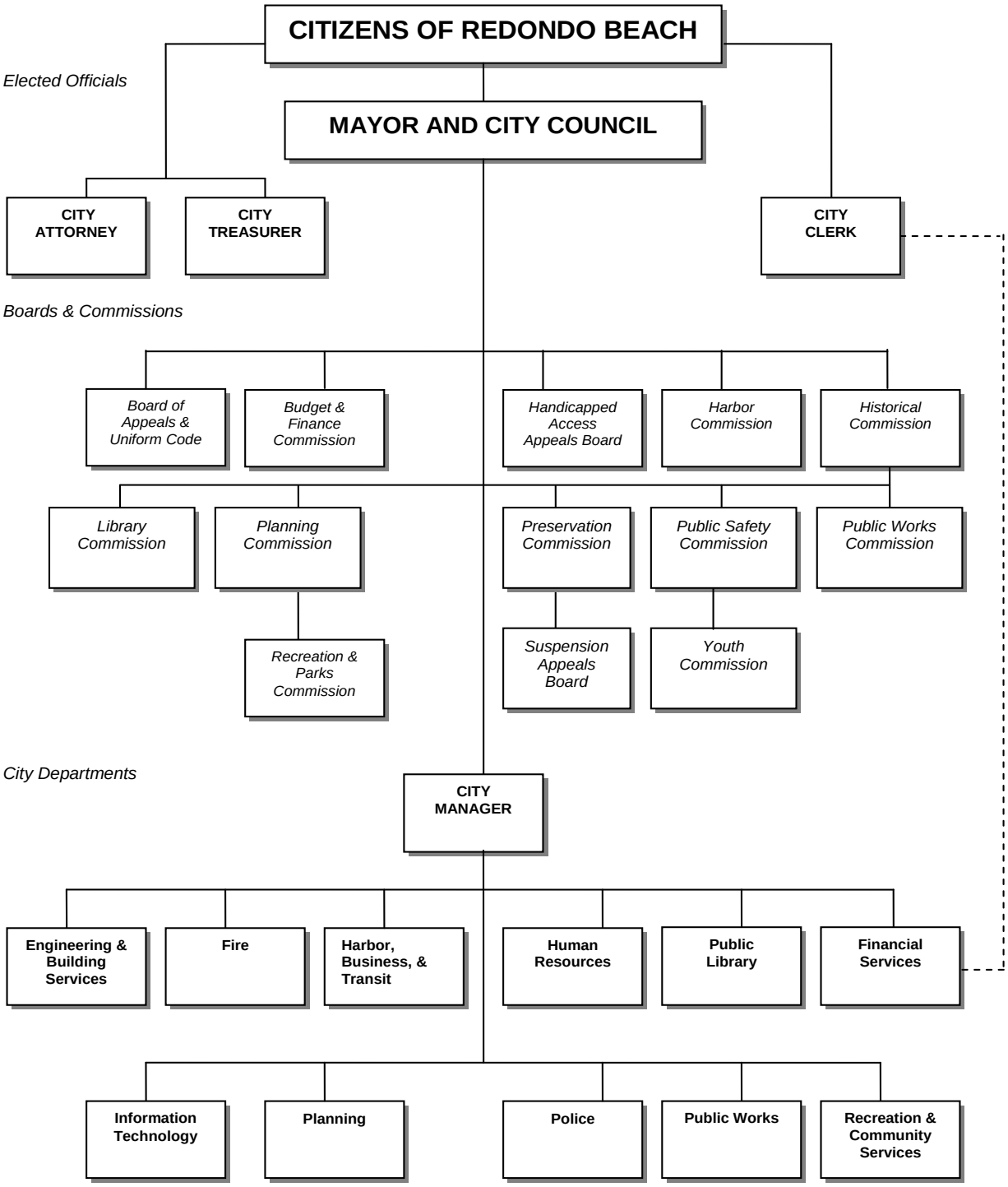
Respectfully Submitted,

William P. Workman
City Manager

ATTACHMENT A

SUMMARY OF BUDGET AMENDMENTS
BY CATEGORY / BY FUND

	LaPaz Parkette Improvements	Perry Park Play Equipment	City Clerk Departmental Staffing	Assistant to the City Manager	Bicycle Transportation Plan	North Redondo Park Development	Compensation Concessions	Totals
Revenues								
Intergovernmental Grants	50,000	100,000	-	-	-	-	-	150,000
Expenditures								
General Fund	-	-	118,000	(79,015)	-	-	(2,785,661)	(2,746,676)
State Gas Tax	-	-	-		-	-	(50,167)	(50,167)
Street Landscaping & Lighting	-	-	-		-	-	(68,695)	(68,695)
Measure R	-	-	-	-	58,000	-	-	58,000
Air Quality Improvement	-	-	-		-	-	(1,048)	(1,048)
Intergovernmental Grants	50,000	100,000	-		-	-	(5,525)	144,475
Comm. Development Block Grant	-	-	-	7,065	-	-	(8,199)	(1,134)
Parks and Recreation Facilities	-	-	-	-	-	29,000	-	29,000
Subdivision Park Trust	-	-	-	-	-	65,000	-	65,000
Housing Authority	-	-	-	7,065	-	-	(14,605)	(7,540)
Capital Projects	-	-	-		-	-	(7,361)	(7,361)
Harbor Tidelands	-	-	-	44,381	-	-	(130,848)	(86,467)
Harbor Uplands	-	-	-	44,381	-	-	(95,947)	(51,566)
Solid Waste	-	-	-		-	-	(39,411)	(39,411)
Wastewater	-	-	-		-	-	(45,039)	(45,039)
Transit	-	-	-		-	-	(14,782)	(14,782)
Self-Insurance Program	-	-	-		-	-	(2,913)	(2,913)
Vehicle Replacement	-	-	-		-	-	(33,816)	(33,816)
Building Occupancy	-	-	-		-	-	(73,707)	(73,707)
Information Technology	-	-	-	15,000	-	-	(27,730)	(12,730)
Printing & Graphics	-	-	-		-	-	(5,910)	(5,910)
Emergency Communications	-	-	-		-	-	(64,837)	(64,837)
Redevelopment Agency	-	-	-	29,150	-	-	(20,121)	9,029
Total Expenditures	50,000	100,000	118,000	68,027	58,000	94,000	(3,496,322)	(3,008,295)



ORGANIZATIONAL CHART
FY 2011-12

CITY OF REDONDO BEACH PROFILE AND STATISTICS

Redondo Beach is a city in Los Angeles County, California, United States. The population was 66,748 at the 2010 census and 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 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 role 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.

HISTORY

Before 1784, Native Americans occupied the Redondo area. They lived off the sea and used the salt flats located where the AES Corporation power plant is today. This Native American land became Rancho San Pedro in 1784 when the California government made it part of a large land grant to the Juan Jose Dominguez family.

In 1890, the Hotel Redondo opened. The City was becoming “The Place” for tourists. Railroads and steamships brought people by the thousands, not to mention freight loads of oil and lumber. At this time, Redondo was the first port of Los Angeles County. Steamers from the Pacific Steamship Company stopped at Redondo four times a week, at one of its three piers, as part of regular runs between San Francisco and San Diego. The Redondo Railway Company and the Santa Fe Railroad left Los Angeles daily for Redondo at regular intervals. Eventually the City was served by Henry Huntington’s Big Red Electric Cars.

On April 18, 1892, Redondo voters adopted cityhood by a vote of 177-10. The first City Hall was built in 1908 at Benita and Emerald Street.

Big time gambling, complete with mobsters and shooting incidents, found its way to Redondo during the Depression. Chip games, bingo parlors, and a casino were run in full view of the law between 1936 and 1940. For a fare of 25 cents, a water-taxi would transport a visitor to the gambling ship Rex which operated three miles off shore.

Redondo’s population boomed in the ‘50s and ‘60s. In 1890, the population was 668; in 1940 it was 13,092; and in 1965 it was 54,772. Today, Redondo citizens number a little over 68,000. Still known as a tourist and resort town, Redondo can boast of piers with fishing and amusements, a Saltwater Lagoon reminiscent of the old plunge, many fine food restaurants and hotels, and a beautiful harbor. But Redondo today is not all fun and games. Some of the best and most innovative schools in the State are located in Redondo. Small and large businesses flourish, and City services are on a par with or exceed those of any other South Bay city.

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.

VITALITY CITY

Redondo Beach has been selected to participate in a first-rate program called Vitality City. Working with Healthways, Blue Zones (defined as places where people live vibrant lives well into their hundreds), and Beach Cities Health District, the cities of Hermosa Beach, Manhattan Beach and Redondo Beach are looking to improve the lives of those in their communities by optimizing the physical environment, policy, and social connections. The goal is to make the healthy choice the easy choice. From 2011 through 2013, these beach cities will strive to engage residents in taking simple actions that will lead to improved longevity and well-being in their lives. There is no silver bullet for improved longevity and well-being, but there may be silver buckshot…through a coordinated strategy that reaches across age groups, interests, income levels, and industry sectors.

Vitality City uses strategies that fall into four general environments in how we live our daily lives:

- *Purpose*: People who have a sense of purpose and express it, live longer, healthier lives.
- *Habitat*: Places were we spend time (e.g., home, school, work, restaurants) need to be set up so that healthy choices can be made.
- *Social Connection*: Our friends and their friends have a direct impact on our well-being, often influencing decisions we make.
- *Community*: Infrastructure (e.g., bike lanes, sidewalks, parks) as built by local cities and guided by City/County government and school district policies has a major impact on physical activity.

Over the three-year period, each strategy will be emphasized. All residents who participate should reap the rewards of living longer and better lives measured by lower health care costs, improved energy and productivity, and improved economic and social vitality.

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, in some instances, were reported to top 15 to 20 feet.

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 Association of Volleyball Professionals (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 Schnider'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. 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 after the Hollywood Riviera, the area it is located 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.

GEOGRAPHY

According to the United States Census Bureau, the City has a total area of 6.4 mi² (16.7 km²), 6.3 mi² (16.3 km²) of it is land and 0.1 mi² (0.4 km²) of it is water.

DEMOGRAPHICS

As of the census of 2010, there were 66,748 people, 29,011 households, and 16,229 families residing in the City. The population density was 4,095.0/km² (10,594.9/mi²). There were 30,609 housing units at an average density of 1,903.6/km² (4,903.2/mi²). The racial makeup of the City was 74.62% White, 2.77% African American, 0.44% Native American, 11.99% Asian, 0.30% Pacific Islander, 4.08% from other races, and 5.80% from two or more races. Hispanic or Latino of any race were 15.20% of the population.

There were 29,011 households, of which 25.24% had children under the age of 18 living with them, 43.11% were married couples living together, 8.67% had a female householder with no husband present, and 44.06% were non-families. 31.9% of all households were made up of individuals and 7.39% had someone living alone who was 65 years of age or older. The average household size was 2.29 and the average family size was 2.94.

In the City the population was spread out with 6.28% under the age of 5, 19.31% under 18,, 78.28% over 21, 22.75% over the age of 55, 15.91% over the age of 60 and 10.46% who were 65 years of age or older. The median age was 39.3 years. For every 100 females there were 99.1 males. For every 100 females age 18 and over, there were 97.2 males.

The median income for a household in the City was $99,274, and the median income for a family was $108,753. 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 was active from 1957-1982).

ECONOMIC OUTLOOK

California Economy: The California economy weakened throughout 2009, but since then appears to be slowly turning around. Problems that originated in housing and mortgage finance spread to the rest of the economy leaving few industries untouched. State and local government revenues fell following declining incomes, sales and property values. Particularly hard hit were retail sale and tourism, major revenue sources of money for governments. Manufacturing and nonresidential and public works construction also showed significant declines. By the middle of 2010 things appear to be getting somewhat better. While unemployment is still extremely high, employment seems to have stabilized. More improvement is expected in 2012, although very little and slowly.

The State government's budget deficit continues to cause uncertainty. As a result, there have been delayed payments to vendors, unpaid furloughs to State employees and reductions and delays in payments to counties cities and school districts. The State also is considering cutting services and borrowing from local governments.

In addition to recession worries, California's water supply is likely to be short in 2012 as a result of lower than normal rainfall for the last few years and environmental rulings

Redondo Beach Economy: The same problems that plagued the State impacted 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 slightly, especially in the international arena. Mirroring the State economy, there will be a small increase in sales tax, with new businesses refilling closed retail stores helping buoy sales tax revenue as will the more affluent consumer base in Redondo Beach in general.

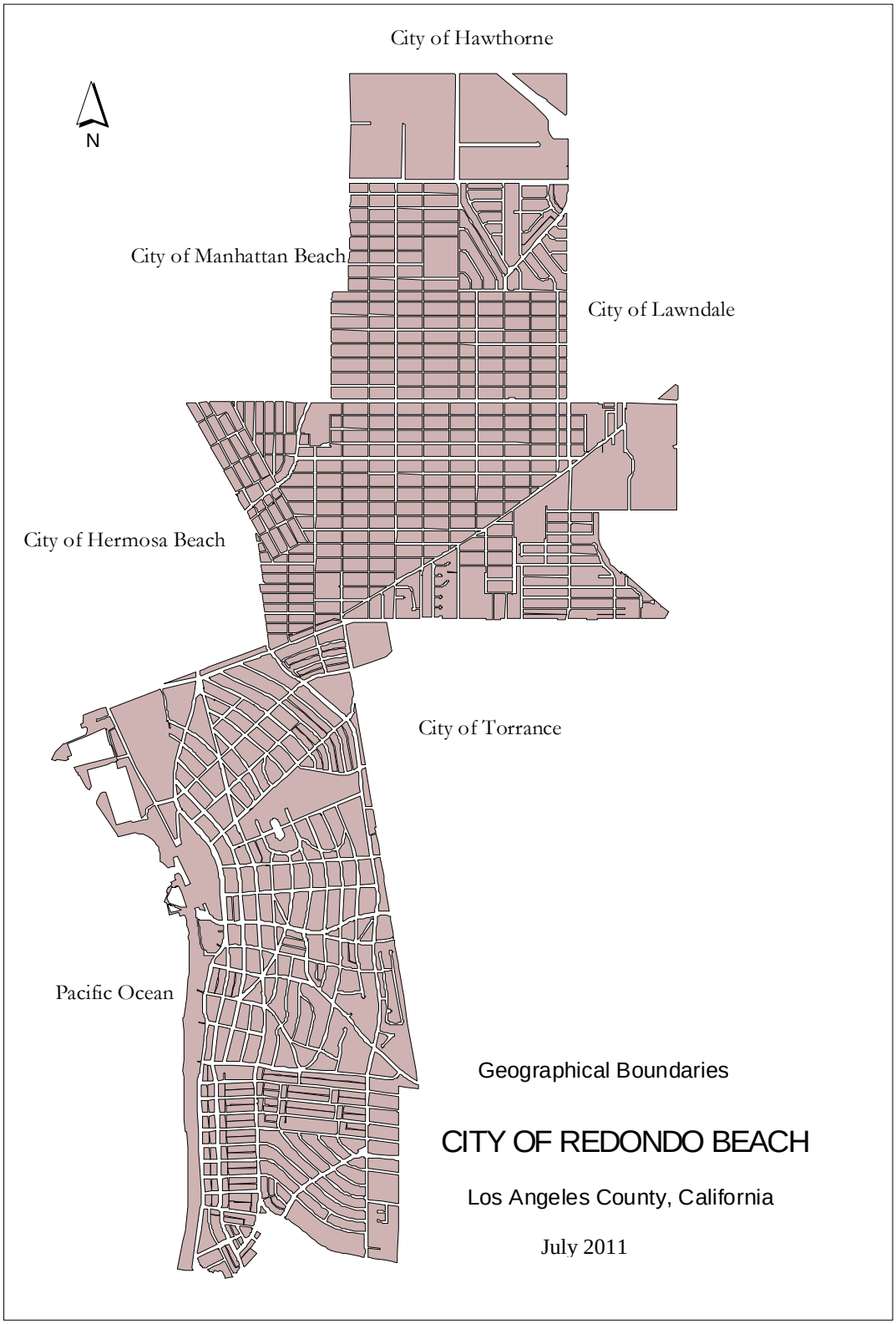
TRIVIA

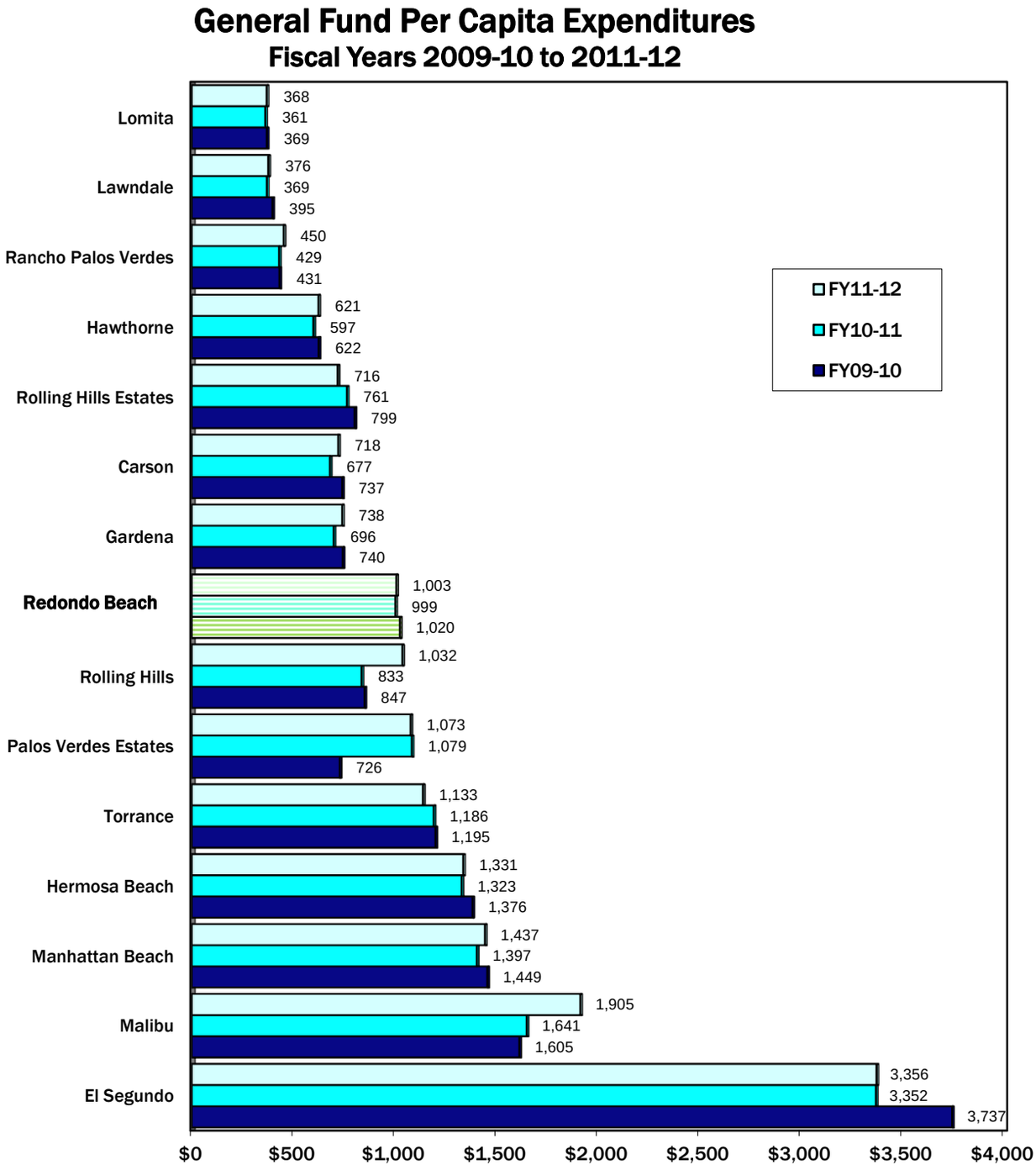
- Redondo Beach is the destination of the road-tripping family in the 2006 movie Little Miss Sunshine.
- The popular television show The O.C. used the beach and pier when shooting on location.
- Disney's "Even Stevens" used to film its mall episodes at Redondo Beach's South Bay Galleria. They also used 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 off the coast of Redondo Beach.

http://www.redondo.org/in_the_city/history/default.asp
http://en.wikipedia.org/wiki/Redondo_Beach,_California
http://www.laedc.org/reports/Forecast-2009-02.pdf
http://www.dof.ca.gov/research/

QUICK STATISTICS

Date of Incorporation	April 29, 1892
Adoption of City Charter	January 4, 1949
Form of Government	Council/Manager
Population:	
2010 Census	66,748
California Department of Finance	66,970
Area	6.35 square miles
Miles of Streets	127
Miles of Sanitary Sewers	112
Number of Street Lights	1,894 city-owned
Number of Street Traffic Controllers	87
Police Protection:	1 station 1 sub-station 96 sworn employees 59 non-sworn employees
Fire Protection:	3 stations 60 sworn 3 non-sworn
Cultural and Leisure:	
Number of Parks	14
Number of Parkettes	19
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	435 full-time, permanent


City of Hawthorne
N
City of Manhattan Beach
City of Lawndale
City of Hermosa Beach
City of Torrance
Pacific Ocean
Geographical Boundaries
CITY OF REDONDO BEACH
Los Angeles County, California
July 2011



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 2009-10 to Fiscal Year 2011-12.

- 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. Competitive, yet sustainable, market-based salary and benefit levels are tied to the City's ability to pay.

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
- California Teamsters Public, Professional and Medical Employees, Union Local 911

BENEFITS:

- Medical, Dental, Vision, Life and Psychological Insurance *
- Tier 1 Retirements Plans *(for those hired on or before December 31, 2011)

  2% @ 55 for Miscellaneous
  3% @ 55 for Fire
  3% @ 50 for Police

- Tier 2 Retirement Plans (for those hired after December 31, 2011)

  2% @ 60 for Miscellaneous
  3% @ 55 for Fire and Police

- Deferred Compensation*
- Vacations and Holidays
- Administrative Leave*
- Professional Development Reimbursement*
- Longevity Pay*
- Special Merit Pay*

* Benefit and employee contribution vary depending on the MOU/Pay Plan for the employee group.

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	Adopted 2011-12
Mayor and City Council					
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
Total	**7.0**	**7.0**	**7.0**	**7.0**	**7.0**
City Clerk					
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	1.0	1.0	-
Switchboard Operator	-	-	1.0	1.0	-
Oficce Specialist I	-	-	-	-	1.0
Total	**5.0**	**5.0**	**5.0**	**5.0**	**4.0**
City Treasurer					
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	-
Total	**3.0**	**3.0**	**3.0**	**3.0**	**2.0**
City Attorney					
City Attorney	1.0	1.0	1.0	1.0	1.0
Assistant City Attorney	2.0	2.0	2.0	2.0	2.0
Asst. City Attorney/Prosecutor	1.0	1.0	1.0	1.0	1.0
Senior Deputy City Attorney	-	1.0	1.0	1.0	1.0
Deputy City Attorney	2.0	1.0	1.0	1.0	1.0
Law Office Manager	1.0	1.0	1.0	1.0	1.0
Litigation Paralegal	1.0	1.0	1.0	1.0	-
Legal Secretary	1.0	1.0	1.0	1.0	1.0
Total	**9.0**	**9.0**	**9.0**	**9.0**	**8.0**
City Manager					
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	-	-	-	-
Administrative Coordinator	1.0	1.0	-	-	-
Office Specialist III	1.0	-	-	-	-
Switchboard Operator	1.0	1.0	-	-	-
Total	**7.0**	**5.0**	**3.0**	**3.0**	**3.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	Adopted 2011-12
Information Technology					
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 and Telephone Specialist	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
Total	**7.0**	**7.0**	**6.0**	**6.0**	**6.0**
Human Resources					
Risk Manager	1.0	1.0	1.0	1.0	1.0
Senior Human Resources Analyst	2.0	2.0	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
Total	**5.0**	**5.0**	**4.0**	**4.0**	**4.0**
Financial Services					
Financial Services Director	1.0	1.0	1.0	1.0	1.0
Accounting/Licensing Manager	1.0	1.0	1.0	1.0	1.0
Budget, Revenue and Payroll Manager	1.0	1.0	1.0	1.0	1.0
Business Systems Analyst	1.0	1.0	1.0	-	-
Grants Financial Administrator	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Printing and Graphics Supervisor	1.0	1.0	1.0	1.0	1.0
Analyst	1.0	1.0	1.0	1.0	1.0
Accountant	2.0	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	1.0
Senior Account Clerk	1.0	1.0	1.0	1.0	1.0
Office Specialist III	1.0	1.0	1.0	1.0	1.0
Printing and Duplicating Specialist	1.0	1.0	-	-	-
Total	**17.0**	**17.0**	**16.0**	**15.0**	**15.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	Adopted 2011-12
Police					
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	15.0	15.0
Police Agent/Officer	81.0	81.0	73.0	73.0	73.0
Public Safety Communications Manager	-	-	-	1.0	1.0
Police Records Manager	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	3.0	3.0	3.0	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
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	2.0	2.0	2.0
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
Municipal Services Officer	7.0	7.0	7.0	7.0	7.0
Office Specialist III	1.0	1.0	1.0	1.0	1.0
Total	**164.0**	**164.0**	**155.0**	**155.0**	**155.0**
Fire					
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	14.0	13.0	13.0	13.0
Fire Engineer	12.0	12.0	12.0	12.0	12.0
Firefighter/Paramedic	21.0	21.0	19.0	19.0	19.0
Fire Prevention Plan Checker	1.0	1.0	-	-	-
Fire Inspector/FFP	2.0	-	-	-	-
Harbor Patrol Sgt/Deputy Harb Master	3.0	3.0	3.0	3.0	3.0
Harbor Patrol Officer/FF/Eng/PM	3.0	3.0	3.0	3.0	3.0
Firefighter	6.0	6.0	6.0	6.0	6.0
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
Office Coordinator	1.0	-	-	-	-
Administrative Specialist	1.0	1.0	2.0	1.0	1.0
Office Specialist III	1.0	1.0	-	-	-
Total	**70.0**	**68.0**	**64.0**	**63.0**	**63.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	Adopted 2011-12
Public Library					
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	2.0	2.0	2.0
Library Clerical Supervisor	1.0	1.0	-	-	-
Administrative Coordinator	1.0	1.0	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
Total	**17.0**	**17.0**	**14.0**	**14.0**	**14.0**
Recreation and Community Services					
Director of Rec and Comm Services	1.0	1.0	1.0	1.0	1.0
Recreation & Youth Services Manager	1.0	1.0	1.0	1.0	1.0
Program Manager - WIA & CDBG	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
Community Program Manager	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	3.0	3.0
Intake Supervisor	1.0	-	-	-	-
Administrative Analyst	2.0	2.0	1.0	1.0	1.0
Analyst	1.0	1.0	1.0	1.0	1.0
Handyperson Leadworker	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	1.0	-	-	-	-
Administrative Coordinator	3.0	1.0	1.0	-	-
Senior Administrative Specialist	1.0	1.0	1.0	1.0	1.0
Recreation Coordinator	4.0	3.0	3.0	3.0	3.0
Administrative Specialist	2.0	2.0	1.0	1.0	1.0
Office Specialist III	2.0	2.0	2.0	2.0	2.0
Maintenance Worker I	2.0	2.0	1.0	1.0	1.0
Total	**34.0**	**28.0**	**24.0**	**23.0**	**23.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	Adopted 2011-12
Planning					
Planning Director	1.0	1.0	1.0	1.0	1.0
Senior Planner	2.0	-	-	-	-
Associate Planner	1.0	1.0	1.0	1.0	1.0
Assistant Planner	2.0	2.0	2.0	2.0	2.0
Municipal Enforcement Manager	1.0	-	-	-	-
Senior Code Enforcement Officer	1.0	-	-	-	-
Code Enforcement Officer	1.0	2.0	2.0	2.0	2.0
Planning Technician	1.0	1.0	1.0	1.0	1.0
Senior Administrative Specialist	1.0	1.0	1.0	1.0	-
Total	**11.0**	**8.0**	**8.0**	**8.0**	**7.0**
Engineering and Building Services					
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	2.0	2.0
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	3.0	4.0	4.0	4.0	4.0
Temporary Associate Civil Engineer	1.0	1.0	-	-	-
Senior Plan Check Engineer	1.0	1.0	1.0	1.0	1.0
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
Assistant Civil Engineer	2.0	2.0	2.0	2.0	2.0
Temporary Assistant Civil Engineer	1.0	1.0	-	-	-
Plans Examiner	1.0	1.0	1.0	1.0	1.0
Analyst	-	-	-	1.0	1.0
Senior Building Inspector	2.0	2.0	2.0	2.0	2.0
Public Works Inspector	1.0	1.0	1.0	1.0	1.0
Building Inspector	2.0	-	-	-	-
Building and Engineering Technician	3.0	3.0	3.0	3.0	3.0
Administrative Coordinator	1.0	1.0	1.0	-	-
Office Specialist III	1.0	-	-	-	-
Total	**26.0**	**24.0**	**22.0**	**23.0**	**23.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	Adopted 2011-12
Harbor, Business, and Transit					
Harbor, Business and Transit Director	1.0	1.0	1.0	1.0	1.0
Harbor Facilities Manager	2.0	2.0	2.0	1.0	1.0
Transit Manager	1.0	1.0	1.0	-	-
Transit Oper and Trans Facilities Mgr	-	-	-	1.0	1.0
Economic Development Associate	1.0	1.0	-	-	-
Harbor Projects Analyst	1.0	1.0	1.0	-	-
Analyst	1.0	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
Total	**9.0**	**9.0**	**8.0**	**6.0**	**6.0**
Public Works					
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	1.0
Public Works Manager-St/Sewer/Harbor	1.0	1.0	1.0	1.0	1.0
Public Works Manager-Bldg Facilities	1.0	1.0	1.0	1.0	1.0
Public Works Manager-Pks/Urb Forest	1.0	1.0	1.0	1.0	1.0
Senior Management Analyst	2.0	2.0	2.0	2.0	2.0
Public Works Maintenance Supervisor	4.0	4.0	3.0	3.0	3.0
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	2.0	2.0	2.0	1.0	1.0
Pier Maintenance Leadworker	1.0	1.0	1.0	1.0	1.0
Public Services Leadworker	7.0	7.0	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	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

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	Adopted 2011-12
Public Works (cont.)					
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	8.0	8.0
Building Maintenance Worker	7.0	8.0	8.0	8.0	8.0
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
Park Caretaker	2.0	2.0	2.0	2.0	2.0
Maintenance Worker I	35.0	34.0	34.0	32.0	27.0
Recycling Ranger	1.0	1.0	1.0	1.0	1.0
Total	**105.0**	**105.0**	**104.0**	**100.0**	**95.0**
TOTAL BUDGETED POSITIONS	**496.0**	**481.0**	**452.0**	**444.0**	**435.0**

PERSONNEL SUMMARY BY DEPARTMENT

RECAP OF POSITION CHANGES DURING FY 2010-11

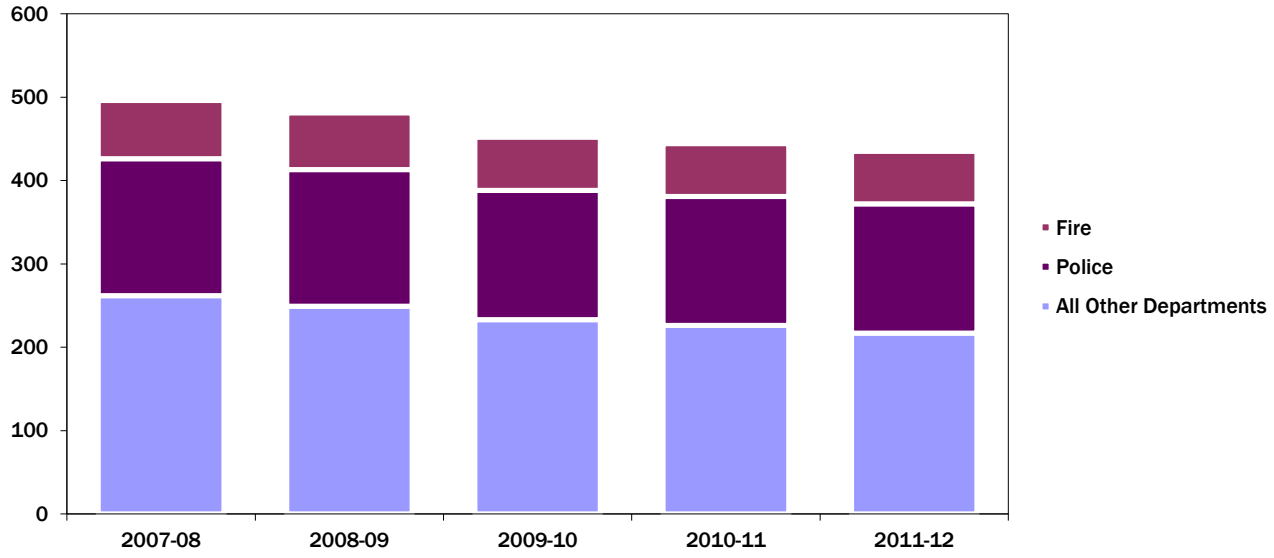
Add:	Civil Engineer - EB	1.0
	Total	**1.0**

RECAP OF POSITION CHANGES FOR FY 2011-12

Delete:	Office Specialist III - CC	1.0	**Add:**	Office Specialist I - CC	1.0
	Switchboard Operator - CC	1.0			
	Senior Auditor - CT	1.0			
	Litigation Paralegal - CA	1.0			
	Senior Administrative Specialist - P	1.0			
	Maintenance Worker I - PW	5.0			
	Total	**10.0**		***Total***	**1.0**

Note: FY 2011-12 deletions reflect positions which are authorized but unfunded. FY 2010-11 totals include 15 authorized but unfunded positions. No other fiscal years were impacted by authorized but unfunded positions.

STAFFING LEVELS
FISCAL YEARS 2007-08 TO 2011-12



RESOLUTION NO. CC-1006-494

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDONDO BEACH, CALIFORNIA, ADOPTING AN ANNUAL BUDGET FOR FISCAL YEAR 2011-2012

WHEREAS, the City Manager has prepared and submitted to the City Council a proposed annual budget for the fiscal year 2011-2012 which commences on July 1, 2011, and ends on June 30, 2012; 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 2011-2012, attached hereto as Exhibit A, is hereby adopted.

SECTION 2. That the expenditures of public funds in the amount of $99,918,202 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 30th day of June 2011.

Mike Gin, Mayor

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-1006-494 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 30th day of June 2011, by the following roll call vote:

AYES: BRAND, AUST, ASPEL, DIELS, KILROY

NOES:

ABSENT:

ABSTAIN:

Eleanor Manzano, City Clerk

APPROVED AS TO FORM:

Michael W. Webb, City Attorney

RESOLUTION NO. CC-1006-494
FY 11-12 ANNUAL BUDGET
PAGE 2

BUDGET PREPARATION TIMELINE

December - January

City Manager performs midyear budget review; sets tone for preliminary revenue estimates and guidelines for operating budget.

January - February

City Manager kicks off budget season including general budget orientation for all departments. City Manager solicits opinions of various commissions regarding Operating Budget and Capital Improvement Projects. Departments prepare budgets and preliminary revenue estimates.

March

Departments submit work programs and budget requests to the City Manager for review**.** City Manager conducts budget review sessions with each department. Capital Improvement Projects are reviewed.

April - May

City Manager and Financial Services Department review budget requests; Departments finalize estimated revenues; City Manager submits proposed budget recommendations and proposed Five-Year Capital Improvement Program to the Mayor and City Council (by May 16th per City Charter).

June

Mayor and City Council with City Manager continue to hold budget meetings in Council districts. Mayor and City Council hold public hearings regarding Proposed Budget and Proposed Five-Year Capital Improvement Program and adopt budget and Capital Improvement Program by June 30.

July - October

City Manager's Office finalizes publication of the adopted budget with Council amendments; budget document and Five-Year Capital Improvement Program is made available for public view.

July - June

Amendments to the adopted budget require justification from the requesting department. Fiscal impacts are evaluated by the Financial Services Department and the City Manager. A request is then presented to the City Council for their review. Amendments must receive a 4/5 vote from the City Council for approval.

BUDGETARY PROCESS AND OTHER MANAGEMENT INFORMATION

STRATEGIC PLAN FOR 2010-2013
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 financial viability and expand economic opportunities

Improve public facilities and the infrastructure

Increase organizational effectiveness and efficiency

Maintain a high level of public safety

Vitalize the Waterfront and Artesia Corridor

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 is the department in?
- Who are the department's customers?
- What added value do customers of the department receive?
- What contribution is the 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.

Beginning 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 and City libraries.

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 FY 2011-16 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 adopted budget.

BASIS OF ACCOUNTING AND BUDGETING

Annual budgets are legally adopted for all General, Special Revenue, Capital Projects, Enterprise, and Internal Service funds on a basis consistent with generally accepted accounting principles. Annual budgets are not adopted for Agency funds, but the funds are included in the City's Comprehensive Annual Financial Report (CAFR).

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 laddered 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 maintains an Investment Policy certified for reporting excellence 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 the Budget and Finance Commission on an annual basis. The investment policy's established performance benchmark is the one-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 $16 to $26 million, or approximately 33% of the portfolio's assets on average, 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, 2011, the City's idle funds were invested as follows:

Investments	Market Value	% of Portfolio	Yield to Maturity
Federal Agency Issues – Coupon	$20,011,350	31.7%	1.83%
Local Agency Investment Fund	26,000,000	41.3%	0.39%
Corporate Medium Term Notes	17,313,772	27.0%	4.23%
Total Investments and Averages	**$63,325,122**	**100.0%**	**1.88%**

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 and Public Financing Authority (PFA).

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), also a component unit of the City, were originally 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 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 following are changes in outstanding bonds for the fiscal year ended June 30, 2011:

	Outstanding July 1, 2010	Additions	Deletions	Outstanding June 30, 2011
Public Financing Authority 2008 South Bay Center Revenue Bonds ($7,645,000)	6,690,000	--	590,000	6,100,000
Public Financing Authority 2001 Pier Reconstruction Revenue Bonds ($2,965,000)	2,010,000	--	135,000	1,875,000
Public Financing Authority 2004 Wastewater System Revenue Bonds ($10,335,000)	9,175,000	--	215,000	8,960,000
Total	**17,875,000**	--	**940,000**	**16,935,000**

For Fiscal Year 2011-12, the City's (including Redevelopment Agency and Public Financing Authority) debt service requirements are as follows.

	Principal	Interest	Total
2008 PFA South Bay Center Revenue Bonds	615,000	244,000	859,000
2001 PFA Pier Reconstruction Revenue Bonds	140,000	6,188 [1]	146,188
2004 PFA Wastewater System Revenue Bonds	225,000	435,963	660,963
Total	**980,000**	**686,151**	**1,666,151**

[1] Estimated for variable rate bond issue

LEGAL DEBT MARGIN

Based on the Fiscal Year 2011-2012 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	$ 12,204,651,484
Legal debt limit - 15% of total assessed valuation [1]	$1,830,697,723
Amount of debt applicable to limit	-
Legal debt margin	$1,830,697,723
Percentage of legal debt limit authorized	0%

[1] Legal debt limit set by Government Code Section 436505 and City Charter Section 17

GANN LIMIT

Pursuant to Article XIIIB 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 XIIIB 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 2010-11 is established at $95,680,396, a 1.5% decrease over Fiscal Year 2009-10. The City's eligible appropriations for Fiscal Year 2010-11 are approximately $50.3 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 $50.3 million variance indicated. Further, any overall actual receipts from tax sources greater than $50.3 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.

Calculation	2010-11	2011-12	% Increase
Prior Year Appropriation Limit	$97,153,900	95,680,396	-1.5%
Cumulative Growth Factor	0.9848333	1.02899538	
Appropriation Limit	$95,680,396	$98,454,685	2.9%

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 City 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 City Council amended by resolution Section 12(a) to reflect the "minimum reserve" for contingencies to be 8.33% of the General Fund's current fiscal year's operating expense budget.

On October 9, 2007, the Mayor and City 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.

On April 21, 2009, the Mayor and City Council approved by minute action, to add as Sections 8(c) and 8(d), policies requiring that internal service funds and central service departments retain the costs of using services provided by other City departments and that allocations among funds and departments be based on prior fiscal year-end actual expenses and distributed using fair and justifiable statistics.

On March 15, 2011, the Mayor and City Council amended by resolution Section 2 (General Principles), Section 3 (Revenue Policies), Section 4 (Expenditure/Budget Policies), Section 5 (Capital Improvement Projects (CIP) Policies), Section 9 (Special Revenue Policies), and Section 12 (Reserve Policies) to bring them into compliance with Governmental Accounting Standards Board (GASB) Statement No. 54.

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:

STATEMENTS OF FINANCIAL PRINCIPLES

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 restricted, committed, or assigned fund balances.
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 of expenditures at the end of the fiscal year shall be used to first satisfy committed contingency 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.

STATEMENTS OF FINANCIAL PRINCIPLES

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 (e.g. grants or bond proceeds) must first use restricted resources before using General Fund, unless otherwise approved by 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 account for all financial resources that are restricted, committed, or assigned to expenditure for capital outlays.
b) The City will develop and implement a five-year capital improvement plan.
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.

STATEMENTS OF FINANCIAL PRINCIPLES

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 a joint meeting of the Public Works Commission and 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.

STATEMENTS OF FINANCIAL PRINCIPLES

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.
c) Internal service funds and central service departments shall retain the costs of using services provided by other City departments.
d) Allocations among funds and departments shall be based on prior fiscal year-end actual expenses and distributed using fair and justifiable statistics.

Section 9: Special Revenue Policies

a) The City shall abide by applicable rules and regulations pertaining to the specific revenue sources and expenditures of special revenue funds as required by each funding source.
b) Proceeds of specific restricted or committed revenue sources should be the foundation for the fund.
c) Other revenue sources (i.e. investment earnings and transfers from other funds) may be reported in the fund if those resources are restricted, committed, or assigned to the specific purpose of the fund.

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.

STATEMENTS OF FINANCIAL PRINCIPLES

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: Fund Balance Reporting Policies

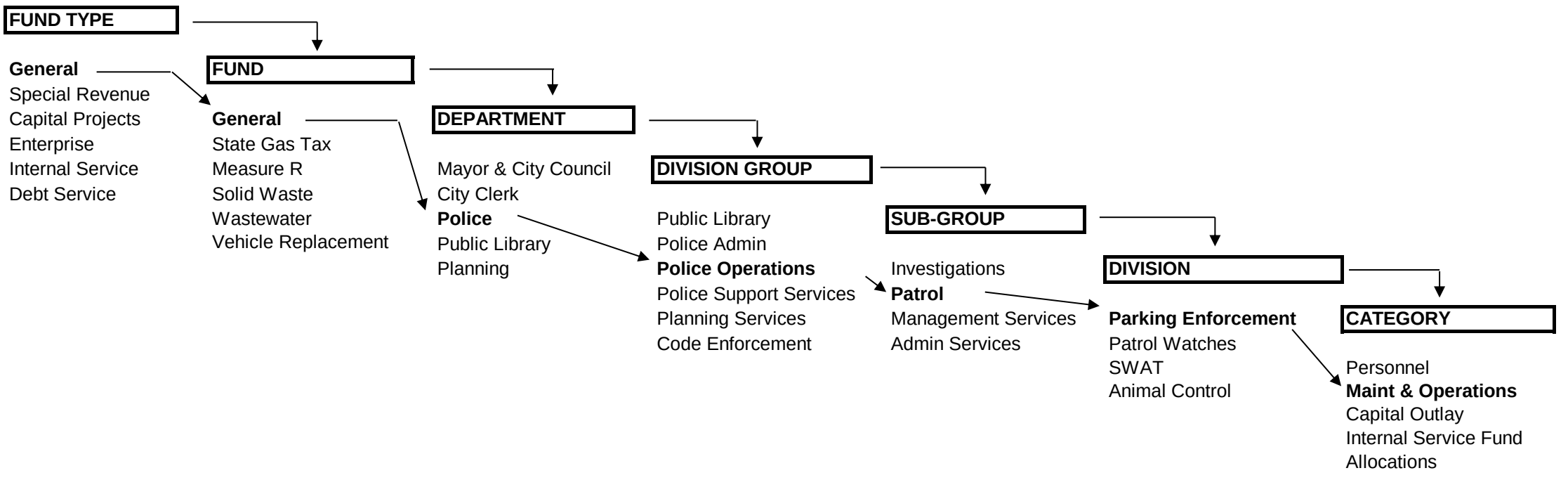
a) The City shall maintain a committed fund balance for contingencies equivalent to 8.33% of the General Fund's current fiscal year's operating expense budget.
b) City Council approval shall be required before expending any portion of the Committed fund balance in Section 12(a). Unforeseen circumstances that may require an expenditure of such amounts include, but are not limited to, natural disasters, significant State "take-aways", unforeseen deficiencies of a major revenue source, or unexpected operating or capital expenditures.
c) If any circumstances in Section 12(b) occur, and the Committed fund balance falls below the City Council policy designated level in Section 12(a), all excess Unassigned fund balance in future years shall first be used to replenish the Committed fund balance until it reaches the policy designated level set forth in Section 12(a). The City Council shall replenish the Committed fund balance in Section 12(a) prior to expending Unassigned fund balances for other purposes. level of
d) Restricted fund balances will be expended before unrestricted fund balances when expenditures are incurred for purposes for which both are available.
e) Unrestricted fund balances will be exhausted in the order of assigned, unassigned, and committed when expenditures are incurred for which any of these fund balances are available.
f) The unassigned fund balances, assuming other requirements are met, technically may be used for any purpose. However, the specific purpose requires Council approval. This process will be annually reviewed with the City Council.
g) The City Council may alter fund balance requirements any time, as necessary.
h) The fund balances assigned for claims and judgments, compensated absences, and other post employment benefits (OPEB) obligations shall 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 19 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% of all General Fund revenues. Other General Fund revenue sources include licenses and permits; fines and forfeitures; use of money and property, 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.

CalPERS Reserve Fund

This fund was established in FY 2010-11 and will reserve monies for significant California Public Employees Retirement System (CalPERS) contribution increases in future years.

Disaster Recovery Fund

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

Housing Authority Fund

HUD (Department of Housing and 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 local, State or Federal agencies. It includes grant funding to supplement local funding primarily for capital improvement projects and public safety programs.

CLASSIFICATION OF FUNDS

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.

Measure R Fund

Monies received in this fund come from a 2008 voter-approved ½ cent sales tax levied within Los Angeles County for public transportation purposes.

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 were recorded under this fund. These grants financed the South Bay Juvenile Diversion program which was administered through the City of Redondo Beach for ten South Bay cities. This delinquency prevention program provided counseling, crisis centers, and remedial education for problem and high-risk youth and their families. With the adoption of the FY 2008-09 budget, the South Bay Youth Project was transferred to a qualified alternative organization.

State Gas Tax Fund

The City's share of the State gasoline tax is recorded in this fund. Monies are derived through Sections 2103 (beginning in FY 2010-2011), 2105, 2106, 2107 and 2107.5 of the California Streets and Highways Code. Section 2103, 2105, 2106 and 2107 revenue can be used for street maintenance and construction, while Section 2107.5 revenue is restricted to street engineering activities.

CLASSIFICATION OF FUNDS

Storm Drain Improvement Fund

In FY 2001-02 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 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.

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 originated from AB 2928, a FY 2000-01 State budget trailer bill for the transportation finance package. The funds were used for maintenance and rehabilitation projects. Beginning in FY 2010-11, the State enacted a swap of state sales taxes on gasoline for a gasoline excise tax. Therefore, this funding is now reflected in the State Gas Tax Fund.

Workforce Investment Act Fund

This fund accounted for Federal grant revenues received for various job training and work experience programs, assisting displaced workers, impacted by lay-offs, etc. With the adoption of the FY 2008-09 budget, the Workforce Investment Act program was transferred to a qualified alternative organization.

CAPITAL PROJECTS FUND

In FY 1984-85 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.

CLASSIFICATION OF FUNDS

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 FY 1990-91 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.

Transit Fund

The Transit Fund was changed from a Special Revenue Fund to an Enterprise Fund in FY 2010-11 to more accurately classify its prime activity. Transit funding sources include the following: a transfer from the 1980 voter approved Proposition A 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.

Wastewater Fund

In FY 1995-96 the Mayor and City Council approved the establishment of the Wastewater Fund, and at the time, it was funded solely by a capital facility charge, more commonly referred to as a sewer connection fee. In FY 2003-04, 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 FY 2000-01, 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.

CLASSIFICATION OF FUNDS

Emergency Communications Fund

Established in FY 2004-05, 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 FY 2006-07, 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 FY 2000-01, 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 FY 2005-06, 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.

Major Facilities Repair Fund

Established in FY 2008-09, the Major Facilities Repair Fund includes reimbursement of all costs incurred by the City in providing major repairs to City facilities. Cost allocations are based on square footage of the area occupied by each user department in the City facilities.

Printing and Graphics Fund

Established in FY 2002-03, 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 FY 2000-01, 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 FY 1983-84, 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 three 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. Appropriations do not mean the money will be fully expended but 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.

GLOSSARY OF BUDGET TERMS

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.

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.

GLOSSARY OF BUDGET TERMS

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.

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.

GLOSSARY OF BUDGET TERMS

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.

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.

GLOSSARY OF BUDGET TERMS

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 XIIIB.

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).

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.

GLOSSARY OF BUDGET TERMS

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).

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.

GLOSSARY OF BUDGET TERMS

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.

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 XIIIB of the California Constitution. Also commonly known as the Gann Limit.

GLOSSARY OF BUDGET TERMS

Proposition 13. Enacted as Article XIIIA 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 XIIIB, 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.

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.

GLOSSARY OF BUDGET TERMS

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

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

DEFINITION OF ACRONYMS

EMS:	Emergency Medical Services
EPA:	Environmental Protection Agency
EPMC:	Employer-Paid Member Contribution
ERAF:	Educational Revenue Augmentation Fund
FASB:	Financial Accounting Standards Board
FBI:	Federal Bureau of Investigation
FCC:	Federal Communications Commission
FDIC:	Federal Deposit Insurance Corporation
FEMA:	Federal Emergency Management Agency
FMS:	Financial Management System
FNMA:	Federal National Mortgage Association
FTE:	Full-Time Equivalent
FY:	Fiscal Year
GAAP:	Generally Accepted Accounting Principles
GAAS:	Generally Accepted Auditing Standards
GASB:	Governmental Accounting Standards Board
GFOA:	Government Finance Officers Association
GIC:	Guaranteed Investment Contract
GIS:	Geographical Information System
GNMA:	Government National Mortgage
GREAT:	Gang Resistance Education and Training
HHW:	Household Hazardous Waste
HR:	Human Resources
HUD:	Housing and Urban Development
HVAC:	Heating/Ventilation and Air Conditioning
ICMA:	International City/County Management Association
ICRMA:	Independent Cities Risk Management Authority
ISTEA:	Intermodal Surface Transportation Efficiency Act
IT:	Information Technology
JTTF:	Joint Terrorism Task Force
LAIF:	Local Agency Investment Fund
LA:	Los Angeles
LAN:	Local Area Network
LLD:	Landscaping and Lighting District

DEFINITION OF ACRONYMS

LLEBG: Local Law Enforcement Block Grant

LTD: Long-Term Debt

MOU: Memorandum of Understanding

M&O: Maintenance and Operations

MTA: Metropolitan Transit Authority

MVIL: Motor Vehicle in-Lieu

NFIRS: National Fire Incident Reporting System

NFPA: National Fire Protection Association

NIMS: National Incident Management System

NPDES: National Pollutant Discharge Elimination System

OCJP: Office of Criminal Justice Planning

OES: Office of Emergency Services

OPA: Owner Participant Agreement

OPEB: Other Post Employment Benefits

OTS: Office of Traffic Safety

PCH: Pacific Coast Highway

PERS: Public Employees' Retirement System

PFA: Public Financing Authority

PIC: Public Improvement Commission

POB: Pension Obligation Bond

POST: Peace Officers Standard Training

PSAF: Public Safety Augmentation Fund

RBCEA: Redondo Beach City Employees Association

RBFA: Redondo Beach Firefighters Association

RBPAC: Redondo Beach Performing Arts Center

RBPOA: Redondo Beach Police Officers Association

RBPSA: Redondo Beach Professional and Supervisory Association

RCP: Reinforced Concrete Pipe

RDA: Redevelopment Agency

RFP: Request for Proposal

SAPP: Spousal Abuser Prosecution Program

SB: Senate Bill

SBYP: South Bay Youth Project

SCADA: Supervisory Control and Data Acquisition

SCAG: Southern California Association of Governments

SEC: Securities and Exchange Commission

DEFINITION OF ACRONYMS

SEMS: Standardized Emergency Mgmt. Systems

SIU: Special Investigations Unit

SIR: Self-Insurance Retention

SLESF: Supplemental Law Enforcement Services Fund

STC: Standards & Training Corrections

SRO: School Resource Officers

SWAT: Special Weapons and Tactics

TDA: Transportation Development Act

TMDL: Total Maximum Daily Load

TOT: Transient Occupancy Tax

TPA: Third Party Administrator

TRAN: Tax and Revenue Anticipation Note

TRAP: Taskforce for Regional Autotheft Prevention

UCR: Uniform Crime Report

UUT: Utility Users' Tax

VIP: Volunteer in Policing

VLF: Vehicle License Fee

WAN: Wide Area Network

WIA: Workforce Investment Act

FREQUENTLY ASKED QUESTIONS

CITY:

What are the major General Fund revenues?

The City's top ten revenues are listed below. These revenues account for 85.1% of total General Fund revenues from external sources.

Top Ten Revenues	Budget	Percent of General Fund Revenues
Property Tax	19,000,000	31.3%
Sales Tax	9,013,062	14.8%
Utility Users' Tax	8,000,000	13.2%
Property Tax In Lieu of Vehicle License Fee	5,380,000	8.9%
Transient Occupancy Tax	3,100,000	5.1%
Franchise Fees	1,895,000	3.1%
Property Transfer Tax	1,400,000	2.3%
Recreation Users Pay	1,349,000	2.2%
Rents and Percentages	1,260,400	2.1%
Business License Tax	1,250,000	2.1%
Total	**51,647,462**	**85.1%**

What is the largest use of General Fund revenues?

Personnel costs totaling $44,561,657 account for 66.3% of the General Fund Expenditures. The most costly benefits are retirement (PERS) costs, in the amount of $9,456,300 and health insurance in the amount of $3,434,074. The majority of the total personnel costs are for public safety with the Police Department at 45.1% and the Fire Department at 24.7%.

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

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

Fund	Estimated Fund Balances July 1, 2011	+	Adopted Revenues 2011-12	-	Adopted Appropriations 2011-12	+	Transfers In	-	Transfers Out	+	Estimated Fund Balances June 30, 2012
General Fund	99,078		67,134,752		67,165,356		1,080,580		1,017,755		131,299
State Gas Tax	626,726		1,766,700		1,401,885		-		-		991,541
Storm Drain Improvement	27,012		35,000		30,000		-		-		32,012
Street Landscaping and Lighting	-		1,603,500		2,559,060		1,017,755		-		62,195
Local Transportation Tax	(210)		32,815		-		-		-		32,605
Proposition A	756,816		950,399		-		-		1,351,154		356,061
Proposition C	(237,309)		797,548		700,853		-		-		(140,614)
Measure R	59,547		583,166		558,000		-		-		84,713
Air Quality Improvement	170,529		78,700		231,400		-		-		17,829
Intergovernmental Grants	-		4,780,102		4,780,102		-		-		-
Comm Develop Block Grant	10,506		369,894		379,266		-		-		1,134
Housing Authority	451,985		6,088,509		6,128,360		-		-		412,134
Parks and Recreation Facilities	19,046		10,000		29,000		-		-		46
Narcotic Forfeiture and Seizure	884,584		104,000		64,890		-		-		923,694
Subdivision Park Trust	136,991		75,000		210,000		-		-		1,991
Disaster Recovery	32,475		62,100		17,060		-		-		77,515
CalPERS Reserve	2,468,069		-		-		-		1,000,000		1,468,069
Capital Projects	1,516,564		390,000		1,543,924		-		-		362,640
Harbor Tidelands	9,576,044		5,481,230		5,835,573		-		80,580		9,141,121
Harbor Uplands	2,913,520		3,838,550		4,726,457		-		-		2,025,613
Solid Waste	777,306		3,515,576		3,507,018		-		-		785,864
Wastewater	4,334,057		2,453,795		2,047,063		-		-		4,740,789
Transit	-		2,292,295		3,643,449		1,351,154		-		-
Self-Insurance Program	(408,531)		3,650,849		4,344,850		-		-		(1,102,532)
Vehicle Replacement	3,742,529		2,975,831		2,130,532		-		-		4,587,828
Building Occupancy	(337,664)		2,239,558		2,806,874		-		-		(904,980)
Information Technology	472,757		2,774,113		2,848,718		-		-		398,152
Printing and Graphics	(1,360)		242,023		296,028		-		-		(55,365)
Emergency Communications	438,356		2,687,303		2,468,893		-		-		656,766
Major Facilities Repair	210,616		108,868		-		-		-		319,484
Total Before Adjustments	**28,740,039**		**117,122,176**		**120,454,611**		**3,449,489**		**3,449,489**		**25,407,604**
Less: Int Svc Fds/Overhead	-		20,536,409		20,536,409		-		-		-
Total City	**28,740,039**		**96,585,767**		**99,918,202**		**3,449,489**		**3,449,489**		**25,407,604**
Redevelopment Agency	23,244,077		6,621,634		7,207,572		-		-		22,658,139
Grand Total	**51,984,116**		**103,207,401**		**107,125,774**		**3,449,489**		**3,449,489**		**48,065,743**

- 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.
- Internal Service Fund adjustments to properly allocate expenses will be made at midyear.

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

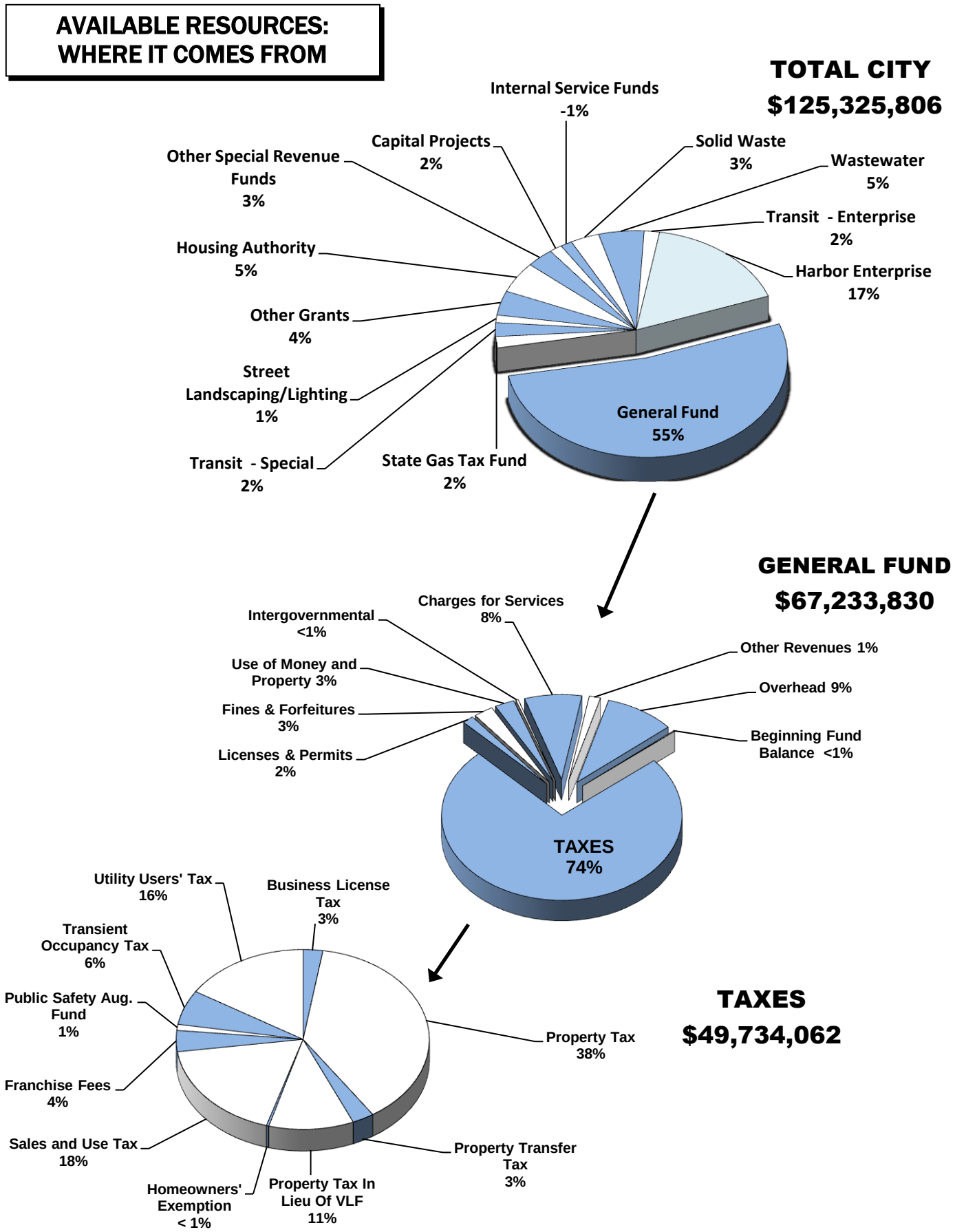
	RESOURCES											
	Estimated Fund Balances July 1, 2011	+ Taxes	+ License & Permits	+ Fines & Forfeitures	+ Use of Money and Property	+ Intergovern-mental	+ Charges for Services	+ Other Revenues	= Total Adopted Revenues 2011-12	Available Resources	+ Transfers In
General Fund	99,078	49,734,062	1,042,420	1,780,900	1,769,960	220,360	5,177,690	7,409,360	67,134,752	67,233,830	1,080,580
Traffic Congestion Relief	-	-	-	-	-	-	-	-	-	-	-
State Gas Tax	626,726	1,763,200	-	-	3,000	-	-	500	1,766,700	2,393,426	-
Storm Drain Improvement	27,012	-	-	-	-	-	35,000	-	35,000	62,012	-
Street Landscaping and Lighting	-	-	-	-	-	-	1,603,500	-	1,603,500	1,603,500	1,017,755
Local Transportation Tax	(210)	-	-	-	-	32,815	-	-	32,815	32,605	-
Proposition A	756,816	-	-	-	13,000	937,399	-	-	950,399	1,707,215	-
Proposition C	(237,309)	-	-	-	20,000	777,548	-	-	797,548	560,239	-
Mearure R	59,547	-	-	-	-	583,166	-	-	583,166	642,713	-
Air Quality Improvement	170,529	-	-	-	1,000	77,700	-	-	78,700	249,229	-
Intergovernmental Grants	-	-	-	-	-	4,780,102	-	-	4,780,102	4,780,102	-
Comm Develop Block Grant	10,506	-	-	-	-	369,894	-	-	369,894	380,400	-
Housing Authority	451,985	-	-	-	-	6,088,509	-	-	6,088,509	6,540,494	-
Parks and Recreation Facilities	19,046	10,000	-	-	-	-	-	-	10,000	29,046	-
Narcotic Forfeiture and Seizure	884,584	-	-	100,000	4,000	-	-	-	104,000	988,584	-
Subdivision Park Trust	136,991	-	-	-	-	-	-	75,000	75,000	211,991	-
Disaster Recovery	32,475	-	-	-	-	-	2,100	60,000	62,100	94,575	-
CalPERS Reserve	2,468,069	-	-	-	-	-	-	-	-	2,468,069	-
Capital Projects	1,516,564	140,000	-	-	-	-	250,000	-	390,000	1,906,564	-
Harbor Tidelands	9,576,044	-	-	-	4,223,000	-	1,066,100	192,130	5,481,230	15,057,274	-
Harbor Uplands	2,913,520	-	-	-	2,000,000	-	1,837,550	1,000	3,838,550	6,752,070	-
Solid Waste	777,306	-	13,000	-	-	28,897	3,323,679	150,000	3,515,576	4,292,882	-
Wastewater	4,334,057	-	-	-	25,000	-	2,410,000	18,795	2,453,795	6,787,852	-
Transit	-	-	-	-	-	1,726,826	563,969	1,500	2,292,295	2,292,295	1,351,154
Self-Insurance Program	(408,531)	-	-	-	-	-	3,600,849	50,000	3,650,849	3,242,318	-
Vehicle Replacement	3,742,529	-	-	-	-	-	2,853,431	122,400	2,975,831	6,718,360	-
Building Occupancy	(337,664)	-	-	-	-	-	2,239,558	-	2,239,558	1,901,894	-
Information Technology	472,757	-	-	-	-	-	2,774,113	-	2,774,113	3,246,870	-
Printing and Graphics	(1,360)	-	-	-	-	-	242,023	-	242,023	240,663	-
Emergency Communications	438,356	-	-	-	-	-	2,235,104	452,199	2,687,303	3,125,659	-
Major Facilities Repair	210,616	-	-	-	-	-	108,868	-	108,868	319,484	-
Total Before Adjustments	**28,740,039**	**51,647,262**	**1,055,420**	**1,880,900**	**8,058,960**	**15,623,216**	**30,323,534**	**8,532,884**	**117,122,176**	**145,862,215**	**3,449,489**
Less: Int Svc Funds/Overhead	-	-	-	-	-	-	20,536,409	-	20,536,409	20,536,409	-
Total City	**28,740,039**	**51,647,262**	**1,055,420**	**1,880,900**	**8,058,960**	**15,623,216**	**9,787,125**	**8,532,884**	**96,585,767**	**125,325,806**	**3,449,489**
Redevelopment Agency	23,244,077	4,014,898	-	-	1,142,215	-	-	1,464,521	6,621,634	29,865,711	-
Grand Total	**51,984,116**	**55,662,160**	**1,055,420**	**1,880,900**	**9,201,175**	**15,623,216**	**9,787,125**	**9,997,405**	**103,207,401**	**155,191,517**	**3,449,489**

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

REQUIREMENTS									
- Personnel	- Maintenance & Operations	- Internal Service	- Capital Outlay	- Capital Improvement	= Expenditures	- Transfers Out	= Estimated Fund Balances June 30, 2012	
44,552,990	6,642,172	15,970,194	-	-	67,165,356	1,017,755	131,299	General Fund
715,756	342,370	343,759	-	-	1,401,885	-	991,541	State Gas Tax
-	-	-	-	30,000	30,000	-	32,012	Storm Drain Improvement
1,010,796	1,294,140	254,124	-	-	2,559,060	-	62,195	Street Landscaping and Lighting
-	-	-	-	-	-	-	32,605	Local Transportation Tax
-	-	-	-	-	-	1,351,154	356,061	Proposition A
-	-	853	-	700,000	700,853	-	(140,614)	Proposition C
-	-	-	-	558,000	558,000	-	84,713	Measure R
20,972	43,650	4,384	162,394	-	231,400	-	17,829	Air Quality Improvement
93,613	48,000	-	1,870,760	2,767,729	4,780,102	-	-	Intergovernmental Grants
150,104	164,601	64,561	-	-	379,266	-	1,134	Comm Develop Block Grant
396,154	5,617,800	114,406	-	-	6,128,360	-	412,134	Housing Authority
-	-	-	-	29,000	29,000	-	46	Parks and Recreation Facilities
-	64,890	-	-	-	64,890	-	923,694	Narcotic Forfeiture and Seizure
-	-	-	-	210,000	210,000	-	1,991	Subdivision Park Trust
-	17,060	-	-	-	17,060	-	77,515	Disaster Recovery
-	-	-	-	-	-	1,000,000	1,468,069	CalPERS Reserve
125,424	-	-	-	1,418,500	1,543,924	-	362,640	Capital Projects
2,752,848	1,798,648	794,077	-	490,000	5,835,573	80,580	9,141,121	Harbor Tidelands
2,016,288	1,253,151	932,018	-	525,000	4,726,457	-	2,025,613	Harbor Uplands
776,216	2,478,379	252,423	-	-	3,507,018	-	785,864	Solid Waste
979,128	878,843	189,092	-	-	2,047,063	-	4,740,789	Wastewater
359,119	2,801,810	208,474	274,046	-	3,643,449	-	-	Transit
184,111	4,130,679	30,060	-	-	4,344,850	-	(1,102,532)	Self-Insurance Program
450,800	1,052,250	158,071	469,411	-	2,130,532	-	4,587,828	Vehicle Replacement
1,153,931	1,344,492	308,451	-	-	2,806,874	-	(904,980)	Building Occupancy
833,085	1,365,350	323,283	327,000	-	2,848,718	-	398,152	Information Technology
130,896	99,900	65,232	-	-	296,028	-	(55,365)	Printing and Graphics
1,963,150	116,683	389,060	-	-	2,468,893	-	656,766	Emergency Communications
-	-	-	-	-	-	-	319,484	Major Facilities Repair
58,665,381	**31,554,868**	**20,402,522**	**3,103,611**	**6,728,229**	**120,454,611**	**3,449,489**	**25,407,604**	**Total Before Adjustments**
133,887	-	20,402,522	-	-	20,536,409	-	-	Less: Int Svc Funds/Overhead
58,531,494	**31,554,868**	**-**	**3,103,611**	**6,728,229**	**99,918,202**	**3,449,489**	**25,407,604**	**Total City**
767,448	5,198,701	1,241,423	-	-	7,207,572	-	22,658,139	Redevelopment Agency
59,298,942	**36,753,569**	**1,241,423**	**3,103,611**	**6,728,229**	**107,125,774**	**3,449,489**	**48,065,743**	**Grand Total**

FISCAL YEAR 2011-2012

AVAILABLE RESOURCES: WHERE IT COMES FROM

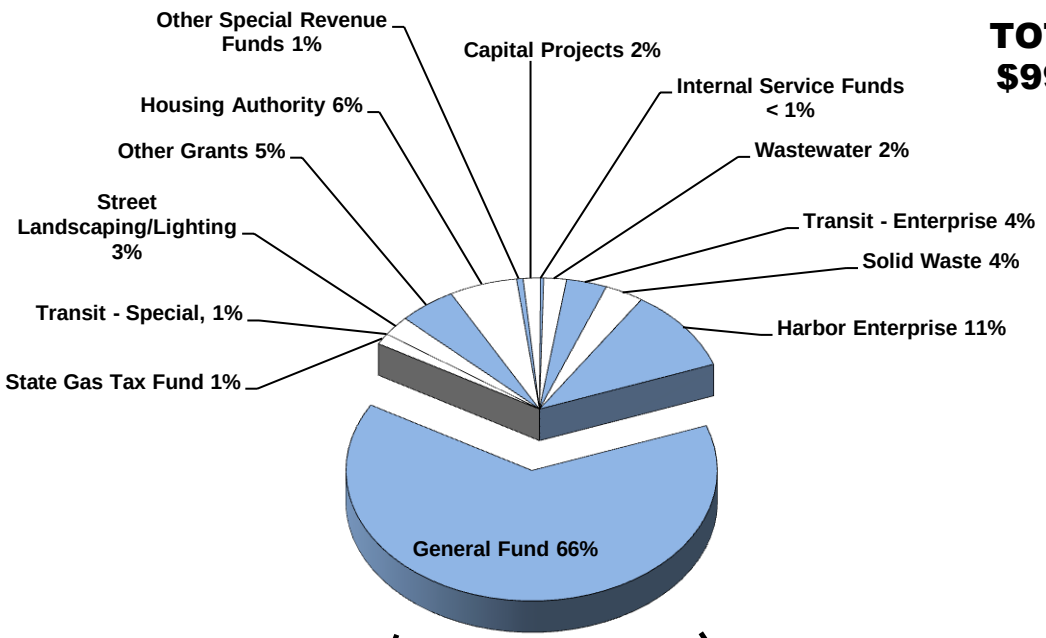


Notes:
1) Available resources not only include the current year's estimated revenue, but also the financial resources on hand at the beginning of the fiscal year (beginning fund balance).
2) Total City excludes revenues of the Redevelopment Agency, Internal Service Funds and Transfers In.
3) Other Grants include CDBG and Intergovernmental Grants Funds.
4) Other Special Revenue Funds include Parks and Recreation Facilities, Narcotic Forfeiture and Seizure, Local Transportation Tax, Air Quality Improvement, Subdivision Park Trust, Disaster Recovery and Storm Drain Improvement Funds.
5) Transit (Special) includes Prop. A, Prop. C and Measure R Funds.
6) Harbor Enterprise includes Harbor Tidelands and Harbor Uplands Funds.

FISCAL YEAR 2011-2012

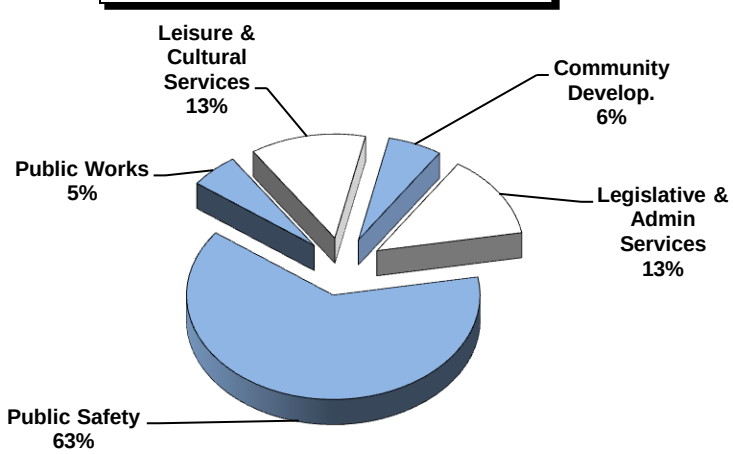
EXPENDITURES: WHERE IT GOES

TOTAL CITY
$99,918,202

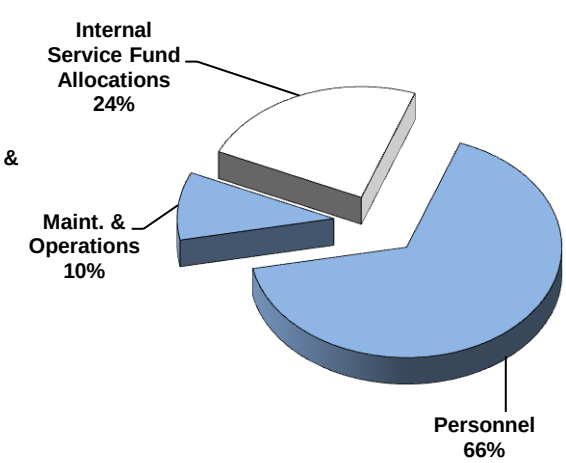


GENERAL FUND
$67,165,356

GENERAL EXPENSE FUNCTIONS



GENERAL EXPENSE CATEGORIES



Notes:
1) Total City excludes expenditures of the Redevelopment Agency, Internal Service Funds and Transfers Out.
2) Other Grants include CDBG and Intergovernmental Grants Funds.
3) Other Special Revenue Funds include, Storm Drain Improvement, Local Transportation Tax, Air Quality Improvement, Parks and Recreation Facilities, Narcotic Forfeiture and Seizure, Disaster Recovery and Subdivision Park Trust Funds.
4) Transit (Special) includes Proposition C , Proposition A and Measure R Funds.
5) Harbor Enterprise includes Harbor Tidelands and Harbor Uplands Funds.

SCHEDULE OF INTERFUND TRANSFERS
FISCAL YEAR 2011-2012

Fund	Transfer In	Transfer Out
General Fund	1,080,580	1,017,755
Street Landscaping and Lighting Fund	1,017,755	-
Proposition A Fund	-	1,351,154
CalPERS Reserve Fund	-	1,000,000
Harbor Tidelands Fund	-	80,580
Transit Fund	1,351,154	-
TOTAL	$ 3,449,489	$ 3,449,489

Notes:

- Transfer from the General Fund to the Street Landscaping and Lighting Fund will provide necessary support for its FY 2011-12 operations.
- Transfer from the Propositon A Fund to the Transit Fund will provide necessary support for its FY 2011-12 operations.
- Transfer from the CalPERS Reserve Fund to the General Fund will fund FY 2011-12 increased retirement contributions.
- Transfer from the Harbor Tidelands Fund to the General Fund reflects the annual property tax in lieu for the publicly used portions of the Harbor Tidelands.

HARBOR TIDELANDS FINANCIAL SUMMARY
FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Beginning Fund Balance [1]	9,576,044	Personnel	2,752,848
Rents and Percentages	4,184,000	Maintenance and Operations	1,798,648
Parking Structure Revenue	340,000	Internal Service Fund Allocations	449,154
Seaside Lagoon Entrance Fees	420,000	Overhead	344,923
Investment Earnings	150,000	Capital Improvement Projects [2]	490,000
Reimbursement - Other Entities	160,000	Property Tax In Lieu Fee[3]	80,580
Fisherman's Wharf Sanitation	142,100	Minimum Reserve[4]	-
Other Revenue	85,130		
Total Funding	15,057,274	Total Expenditures	5,916,153

Excess (Deficit) = $9,141,121

Operating Excess (Deficit)[5] = $55,077

[1]Beginning fund balance as of 7/01/11 derived from FY 2010-11 mid-year presentation (excluding capital assets).

[2]Reflects all capital projects scheduled for FY 2011-12. Projects can be referenced and are reflected in the FY 2011-12 to FY 2015-16 Five-Year CIP Plan.

[3]Property tax in lieu fee includes the annual 2% increase.

[4]Includes Harbor Enterprise Business Plan requirments; components for operating expenses, capital improvements and insurance deductible.

[5]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

Policies

- All relevant departments shall operate in the City's Tidelands with complete adherence to the City's Municipal Code, Tidelands Trust Agreement with the State of California, and all other applicable laws.
- Harbor Tidelands Fund activities will adhere to the City's Statements of Financial Principles.
- Harbor Tidelands revenues will be utilized to benefit, repair and improve Tidelands property and facilities.
- Harbor Tidelands leaseholds will be audited as feasible.

HARBOR UPLANDS FINANCIAL SUMMARY
FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Beginning Fund Balance [1]	2,913,520	Personnel	2,016,288
Rents and Percentages	1,960,000	Maintenance and Operations	1,253,151
Parking Structure Revenue	1,500,000	Internal Service Fund Allocations	619,814
Parking Meter Fees	65,000	Overhead	312,204
Investment Earnings	40,000	Capital Improvement Projects [2]	525,000
Storage Fees	45,000	Minimum Reserve [3]	1,396,503
Fisherman's Wharf Sanitation	223,300		
Other Charges for Services	5,250		
Total Funding	6,752,070	Total Expenditures	6,122,960

Excess (Deficit) = $629,110

Operating Excess (Deficit)[4] = ($362,907)

[1]Beginning fund balance as of 7/01/11 derived from FY 2010-11 mid-year presentation (excluding capital assets).

[2]Reflects all capital projects scheduled for FY 2011-12. Projects can be referenced and are reflected in the FY 2011-12 to FY 2015-16 Five-Year CIP Plan.

[3] Includes Harbor Enterprise Business Plan requirements; components for operating expenses, capital improvements and insurance deductible.

[4]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

Policies

- All relevant departments shall operate in the City's Uplands with complete adherence to the City's Municipal Code, Tidelands Trust Agreement with the State of California, and all other applicable laws.
- Harbor Uplands Fund activities will adhere to the City's Statements of Financial Principles.
- Harbor Uplands revenues will be utilized to benefit, repair and improve Uplands property and facilities.
- Harbor Uplands leaseholds will be audited as feasible.

SOLID WASTE FINANCIAL SUMMARY

FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Beginning Fund Balance	777,306	Personnel	767,549
Rubbish Fees-Residential	1,880,100	Maintenance and Operations	2,478,379
Household Haz Waste Collection	288,579	Internal Service Fund	111,196
Hazardous Disclosure	43,000	Overhead	141,227
Residential Recycling Surcharge	378,000		
AB939 Fee	194,000		
Waste Management Plan Fee	3,000		
Solid Waste Admin Fee	470,000		
Recycling Grants	28,897		
Other Solid Waste Revenue	230,000		
Total Funding	4,292,882	Total Expenditures	3,498,351

Excess (Deficit) = $794,531

Operating Excess (Deficit)[1] = $17,225

[1]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

WASTEWATER FINANCIAL SUMMARY
FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Beginning Fund Balance	4,334,057	Personnel	979,128
Inspection Fees	45,000	Debt Service	663,200
Sewer User Fees	2,344,000	Other Maintenance and Operations	215,643
Wastewater Capital Facility Fee	20,000	Internal Service Fund Allocations	122,599
Investment Earnings	25,000	Overhead	66,493
City Facility Sewer Fee	18,795		
Other Revenue	1,000		
Total Funding	6,787,852	Total Expenditures	2,047,063

Excess (Deficit) = $4,740,789

Operating Excess (Deficit)[1] = $406,732

[1]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

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.

TRANSIT FINANCIAL SUMMARY

FISCAL YEAR 2011-2012

`

Funding		*Expenditures*	
Beginning Fund Balance	-	Personnel	359,119
Fares	332,000	Maintenance and Operations	2,801,810
Contributions from Other Governments	102,416	Internal Service Fund Allocations	140,000
Bus Passes	120,000	Overhead	68,474
TDA Article IV	509,985	Capital Outlay	274,046
Proposition C Funding Allocation Procedures	151,656		
Proposition A Funding Allocation Procedures	392,407		
Proposition A Subregional Incentives	54,773		
State Transit Assistance	96,408		
Measure R Funding Allocation Procedures	278,730		
Proposition 1B Transit Modernization	235,589		
Proposition 1B Transit Security	7,278		
Other Revenue	11,053		
Proposition A Local Return	1,351,154		
Total Funding	3,643,449	Total Expenditures	3,643,449

Excess (Deficit) = $0

Operating Excess (Deficit)[1] = $0

[1]**Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.**

VEHICLE REPLACEMENT FINANCIAL SUMMARY
FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Beginning Fund Balance	3,742,529	Personnel	450,800
Vehicle Replacement	1,327,622	Maintenance and Operations	1,052,250
Vehicle Maintenance	1,525,809	Internal Service Fund	77,270
Sale of Fuel	92,400	Overhead	80,801
Reimbursement of Damaged Property	30,000	Capital Outlay	469,411
Total Funding	6,718,360	Total Expenditures	2,130,532

Excess (Deficit) = $4,587,828

Operating Excess (Deficit)[2] = $845,299

[1]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

STREET LANDSCAPING AND LIGHTING FINANCIAL SUMMARY

FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Beginning Fund Balance	-	Personnel	1,010,796
Assessment Fee	1,534,000	Maintenance and Operations	1,294,140
Public Services Lighting Fee	34,500	Internal Service Fund Allocations	143,562
Other Revenue	35,000	Overhead	110,562
General Fund Subsidy	1,017,755		
Total Funding	2,621,255	Total Expenditures	2,559,060

Excess (Deficit) = $62,195

Operating Excess (Deficit)[1] = $62,195

[1]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

COMMUNITY DEVELOPMENT BLOCK GRANT FINANCIAL SUMMARY

FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Beginning Fund Balance	10,506	Personnel	150,104
Grant (Administration) Revenue	73,979	Maintenance and Operations	164,601
Grant (Program) Revenue	295,915	Internal Service Fund Allocations	10,286
		Overhead	54,275
Total Funding	380,400	Total Expenditures	379,266

Excess (Deficit) = $1,134

Operating Excess (Deficit)[1] = ($9,372)

[1]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

HOUSING AUTHORITY FINANCIAL SUMMARY
FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Beginning Fund Balance	451,985	Personnel	396,154
Grant - Administration	521,824	Maintenance and Operations	57,115
Grant - Program Related Earnings	6,000	Internal Service Fund Allocations	35,598
Grant - Program/HAP	5,560,685	Overhead	78,808
		Other Program Expenditures	5,560,685
Total Funding	6,540,494	Total Expenditures	6,128,360

Excess (Deficit) = $412,134

Operating Excess (Deficit)[1] = ($39,851)

[1]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

SEASIDE LAGOON FINANCIAL SUMMARY
FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Entrance Fees - Daily Admissions *	370,000	Personnel - Program	202,864
Entrance Fees - Party Rentals	50,000	Personnel - Maintenance	227,700
		Maintenance and Operations	118,670
		Internal Service Fund Allocations	17,537
		Overhead	67,332
Total Funding	420,000	Total Expenditures	634,103

Excess (Deficit) = ($214,103)

Operating Excess (Deficit)[1] = ($214,103)

[1]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

- The Seaside Lagoon is funded through the Harbor Tidelands Fund.

* Includes increased revenue due to Council approved admission fees.

REDONDO BEACH PERFORMING ARTS CENTER FINANCIAL SUMMARY

FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Rents & Percentages	356,960	Personnel	429,888
Other Fees	335,750	Maintenance and Operations	122,180
		Internal Service Funds	417,777
		Overhead	74,138
Total Funding	692,710	Total Expenditures	1,043,983

Excess (Deficit) = ($351,273)

Operating Excess (Deficit)[1] = ($351,273)

[1]**Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.**

- Recreation Facilities Manager allocated 65% to RBPAC, 35% to Cultural Activities.
- Recreation Supervisor allocated 65% to RBPAC, 35% to Cultural Activities.
- Technical Theater Supervisor allocated 95% to RBPAC, 5% to Cultural Activities.

BREAKWATER CAMP FINANCIAL SUMMARY
FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Camp Registration Fees	80,000	Personnel	25,192
		Maintenance and Operations	40,440
Total Funding	80,000	Total Expenditures	65,632

Excess (Deficit) = $14,368

Operating Excess (Deficit)[1] = $14,368

[1]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

HARBOR PARKING STRUCTURES FINANCIAL SUMMARY
FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Parking Revenue	$ 1,840,000	Parking Management Company	$ 500,000
Leasehold Rental[1]	380,000	Armored Car Service	9,480
		Telephone Services	4,100
		Parking Consultant	30,000
		Other Maintenance and Operations	406,060
		Personnel (Public Works)	138,633
		Harbor Administration [2]	20,000
		Property Insurance	172,899
		Capital Improvement Projects[3]	120,000
Total Funding	$ 2,220,000	Total Expenditures	$ 1,401,172

Excess (Deficit) = $818,828

Operating Excess (Deficit)[4] = $938,828

[1]Rental revenue generated by leaseholds that occupy space within the parking structures (Quality Seafood, Pier Plaza Investments and Fisherman's Cove Co.)

[2]Reflects time spent by Harbor Administration personnel in overseeing the overall operation of the stuctures.

[3]Reflects the average annual allocation.

[4]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

Policies

All relevant departments will operate their parking structure functions 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 are a self-sufficient business unit of the Harbor Enterprise generating parking revenue to pay for costs of personnel and contracts, materials and supplies, equipment, maintenance and operations, capital outlay, and capital improvement projects. 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 accounting principles. Audits will be performed periodically to ensure compliance with applicable accounting, contract and security standards. The parking structure operation shall be audited no less than once every three years.

Parking rates for the structures will be reviewed every 3-5 years, or more frequently if necessary, beginning in FY 09-10. Rate adjustments shall be made as appropriate.

The annual budget for the parking structures will include appropriations for preventative maintenance as well as replacement of capital components to extend the useful life 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.

FARMERS' MARKET FINANCIAL SUMMARY

FISCAL YEAR 2011-2012

Funding		*Expenditures*	
Revenue from Vendors' Fees	$ 40,000	Contracted Market Manager	$ 23,000
		Maintenance and Operations:	
		Permits and Insurance	3,200
		Supplies	1,000
		Overhead	1,000
Total Funding	$ 40,000	Total Expenditures	$ 28,200

Excess (Deficit) = $11,800

Operating Excess (Deficit)[1] = $11,800

[1]Excludes beginning fund balance, capital improvement projects, and reserves, where applicable.

Policies

- Market open every Thursday (except Thanksgiving and Christmas - when it falls on a Thursday).
- Four to six volunteers participating each week.

GENERAL FUND THREE-YEAR FINANCIAL PLAN
2011-12 THROUGH 2013-14

The purpose of the *General Fund Three-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 three 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 Three-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 Three-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

General Fund	2011/12 Proposed Budget	2012/13 Forecast	2013/14 Forecast
Revenue			
Property Tax	$ 19,000,000	$ 19,380,000	$ 19,767,600
Sales Tax	9,013,062	9,283,454	9,561,958
Utility Users Tax	8,000,000	8,160,000	8,323,200
Property Tax in Lieu of VLF	5,380,000	5,487,600	5,597,352
Transient Occupancy Tax	3,100,000	3,286,000	3,483,160
Franchise Fees	1,895,000	1,913,950	1,933,090
Property Transfer Tax	1,400,000	1,414,000	1,428,140
Parking Citations	1,260,400	1,298,212	1,298,212
Business License Tax	1,250,000	1,250,000	1,250,000
Parking Meter Fees	1,214,700	1,336,170	1,469,787
Other	9,330,859	9,424,168	9,518,410
Total Revenue from Outside Sources	$ 60,844,021	$ 62,233,554	$ 63,630,909
Overhead Charges	6,383,731	6,548,425	6,846,885
Harbor Tidelands Property Tax in Lieu	80,580	82,192	83,836
Total Revenue	**$ 67,308,332**	**$ 68,864,171**	**$ 70,561,630**
Expenditures			
Personnel	$ 47,181,646	$ 48,398,889	$ 50,604,781
Maintenance & Operations	6,739,388	6,941,570	7,149,817
Internal Service Fund Allocations	15,970,194	16,382,210	17,128,867
Capital Outlay	-	5,000	5,000
Total Expenditures	**$ 69,891,228**	**$ 71,727,669**	**$ 74,888,465**
Preliminary Excess (Deficit)	**$ (2,582,896)**	**$ (2,863,498)**	**$ (4,326,835)**
Fiscal Issues:			
Maintain Contingency Reserve	$ 251,466	$ 152,976	$ 263,294
Subsidize Street Landscaping and Lighting District	1,017,755	1,044,497	1,090,524
Fund Recommended Decision Packages	241,376	241,376	241,376
Drawdown on CalPERS Reserve	(1,000,000)	-	-
Negotiate Employee Compensation Concessions	(2,785,669)	-	-
Drawdown on Beginning Fund Balance	(56,358)	-	-
Realize Expenditure Savings	(251,466)	(4,302,347)	(5,922,029)
Final Excess (Deficit)	**$ -**	**$ -**	**$ -**

FINANCIAL HIGHLIGHTS - GENERAL FUND

Best Case Scenario Projections

General Fund	2011/12 Proposed Budget	2012/13 Forecast	2013/14 Forecast
Revenue			
Property Tax	$ 19,000,000	$ 19,760,000	$ 20,550,400
Sales Tax	9,013,062	9,373,584	9,748,527
Utility Users Tax	8,000,000	8,400,000	8,820,000
Property Tax in Lieu of VLF	5,380,000	5,595,200	5,819,008
Transient Occupancy Tax	3,100,000	3,348,000	3,615,840
Franchise Fees	1,895,000	1,970,800	2,049,632
Property Transfer Tax	1,400,000	1,442,000	1,485,260
Parking Citations	1,260,400	1,323,420	1,323,420
Business License Tax	1,250,000	1,287,500	1,326,125
Parking Meter Fees	1,214,700	1,457,640	1,749,168
Other	9,330,859	9,610,785	9,899,109
Total Revenue from Outside Sources	$ 60,844,021	$ 63,568,929	$ 66,386,489
Overhead Charges	6,383,731	6,579,071	6,754,294
Harbor Tidelands Property Tax in Lieu	80,580	82,192	83,836
Total Revenue	**$ 67,308,332**	**$ 70,230,192**	**$ 73,224,619**
Expenditures			
Personnel	$ 47,181,646	$ 48,625,391	$ 49,920,449
Maintenance & Operations	6,739,388	6,739,388	6,739,388
Internal Service Fund Allocations	15,970,194	16,458,877	16,897,232
Capital Outlay	-	-	-
Total Expenditures	**$ 69,891,228**	**$ 71,823,656**	**$ 73,557,069**
Preliminary Excess (Deficit)	**$ (2,582,896)**	**$ (1,593,464)**	**$ (332,450)**
Fiscal Issues:			
Maintain Contingency Reserve	$ 251,466	$ 160,971	$ 144,393
Subsidize Street Landscaping and Lighting District	1,017,755	1,045,895	1,071,137
Fund Recommended Decision Packages	241,376	-	-
Drawdown on CalPERS Reserve	(1,000,000)	-	-
Negotiate Employee Compensation Concessions	(2,785,669)	-	-
Drawdown on Beginning Fund Balance	(56,358)	-	-
Realize Expenditure Savings	(251,466)	(2,800,330)	(1,547,980)
Final Excess (Deficit)	**$ -**	**$ -**	**$ -**

FINANCIAL HIGHLIGHTS - GENERAL FUND

Worst Case Scenario Projections

General Fund	2011/12 Proposed Budget	2012/13 Forecast	2013/14 Forecast
Revenue			
Property Tax	$ 19,000,000	$ 18,620,000	$ 18,247,600
Sales Tax	9,013,062	9,013,062	9,013,062
Utility Users Tax	8,000,000	7,840,000	7,683,200
Property Tax in Lieu of VLF	5,380,000	5,272,400	5,166,952
Transient Occupancy Tax	3,100,000	3,193,000	3,288,790
Franchise Fees	1,895,000	1,876,050	1,857,290
Property Transfer Tax	1,400,000	1,330,000	1,263,500
Parking Citations	1,260,400	1,134,360	1,020,924
Business License Tax	1,250,000	1,225,000	1,200,500
Parking Meter Fees	1,214,700	1,214,700	1,214,700
Other	9,330,859	9,330,859	9,330,859
Total Revenue from Outside Sources	$ 60,844,021	$ 60,049,431	$ 59,287,377
Overhead Charges	6,383,731	6,479,335	6,382,435
Harbor Tidelands Property Tax in Lieu	80,580	82,192	83,836
Total Revenue	**$ 67,308,332**	**$ 66,610,958**	**$ 65,753,648**
Expenditures			
Personnel	$ 47,181,646	$ 47,888,247	$ 47,172,067
Maintenance & Operations	6,739,388	7,076,357	7,430,175
Internal Service Fund Allocations	15,970,194	16,209,367	15,966,952
Capital Outlay	-	5,100	5,202
Total Expenditures	**$ 69,891,228**	**$ 71,179,071**	**$ 70,574,396**
Preliminary Excess (Deficit)	**$ (2,582,896)**	**$ (4,568,113)**	**$ (4,820,748)**
Fiscal Issues:			
Maintain Contingency Reserve	$ 251,466	$ -	$ -
Subsidize Street Landscaping and Lighting District	1,017,755	1,036,509	1,027,704
Fund Recommended Decision Packages	241,376	253,445	266,117
Drawdown on CalPERS Reserve	(1,000,000)	-	-
Negotiate Employee Compensation Concessions	(2,785,669)	-	-
Drawdown on Beginning Fund Balance	(56,358)	-	-
Realize Expenditure Savings	(251,466)	(5,858,067)	(6,114,569)
Final Excess (Deficit)	**$ -**	**$ -**	**$ -**

OVERVIEW OF ESTIMATED REVENUES

Background: Staff members from several departments worked in concert with Financial Services and City Treasurer 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 economies; consumer habits and demands; and the fiscal impacts of legislative changes.

GENERAL FUND

General Fund revenue from outside sources for FY 2011-12 is estimated at $60,751,021 representing an increase of $1,002,166 from the FY 2010-11 midyear amount. Significant operating revenue sources include: taxes, which are projected to increase by $1,190,762, or 2.5%, and other major categories detailed below; licenses and permits are anticipated to increase by 1.7% primarily due to remodels and other home improvement construction; fines and forfeitures are projected to increase by 4.4% due to implementation of a new lower-cost parking citation contract; use of money and property revenue should decrease 13.5% due to lower interest rates and a recessive economy; intergovernmental revenues are expected to decrease 12.3% due to decreasing library funding from the State; charges for services are estimated to increase slightly by 1.9%; and other revenues reflect a decrease of $71,000, or 6.5%, due to decreases in miscellaneous revenue and program donations.

Revenue from overhead is derived from sources internal to the City. The FY 2011-12 amount of $6,383,731 reflects overhead charged to departmental budgets (to best reflect each department's true operating costs), with the corresponding revenue included in the General Fund.

Below are highlights of significant FY 2011-12 operating revenues compared to FY 2010-11 midyear amounts, unless otherwise indicated.

Property Tax revenue for FY 2011-12 is projected to increase by $400,000, or 2.2%, to $19,000,000, excluding property tax in lieu of VLF and homeowners' exemptions. This increase has its roots in a recovering economy reflecting improvement in the housing market. As well, to comply with Proposition 13, the FY 2011-12 includes a positive CPI adjustment, while the midyear FY 2010-11 includes a negative. The positive FY 2011-12 CPI adjustment also favorably impacts the State's allocation of a specific amount of sales tax currently classified as property tax. Redondo Beach's housing market has been fairly stable through the housing downturn due to its coastal location. Property tax revenue is the City's number one source of operating revenue.

Property Tax in Lieu of VLF revenue is projected to increase by $120,000, to $5,380,000 in FY 2011-12. Property tax in lieu of VLF is vehicle license fee revenue classified as property tax and closely parallels growth in City property tax revenue. In FY 2004-05, cities and counties began receiving additional property tax to replace vehicle license fee (VLF) revenue that the State did not allocate due to budget concerns.

Sales and Use Tax revenue is projected to increase $433,062, or 5.1%, to $9,013,062. Sales tax revenue is generally up due to new businesses replacing closures and an increase in consumer spending. Continued increases in consumer spending are expected with a decline in the Los Angeles county unemployment rate and an increase in personal income. This projection is conservatively based on analysis of current trends, including annual adjustments to the State "triple flip" sales tax apportionment, receipts from the City's largest sales tax sources, levels of consumer disposable income, heightened regional sales tax competition and moderating consumer confidence.

Utility Users' Tax (UUT) revenue is projected to increase by $300,000 to $8,000,000, mainly attributable to an increase in energy costs and a growth in overall demand, 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 revenue provides support for essential City operational services.

Transient Occupancy Tax (TOT) revenue is projected to decrease by 3.1%, or $100,000, to $3,100,000. This modest downswing is driven by many factors including rising energy costs and continuing high (though decreasing) unemployment. Business travel is predicted to lag behind personal travel. International travel is expected to decrease as the Euro drops in value against the dollar and Japan recovers from earthquake damage. Annually, ten percent of the City's TOT revenue, or $310,000 projected for FY 2011-12, is dedicated to funding tourism promotional and service activities of the Redondo Beach Visitors' Bureau.

Franchise Fees are projected to increase by $70,000, or 3.8%, to $1,895,000 for FY 2011-12. 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 fees represent 48% of the overall franchise fee revenue estimate for FY 2011-12, while projected revenue from the electricity franchise represents 22%. The franchise revenue generated from the sale and transport of natural gas utilized to power the local AES power plant represents 26% of the total franchise fee estimate. Cyclical uncertainties of the deregulated energy environment and their impacts upon the productive utilization rate of the AES power plant require a conservative estimate from this revenue source.

Business License Tax revenue is expected to remain flat for FY 2011-12 at $1,250,000. Construction, retail and dining establishment activities appear to be stabilizing.

Property Transfer Tax revenue for FY 2011-12 is projected at $1,400,000, a decrease of $30,000, or 2.1%. Generally, the real estate market has continued to weaken, but Redondo Beach's prime beach areas have retained their value to a great degree and are still being purchased. Overall projected performance of property transfer tax revenue has been conservatively estimated for FY 2011-12. 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.

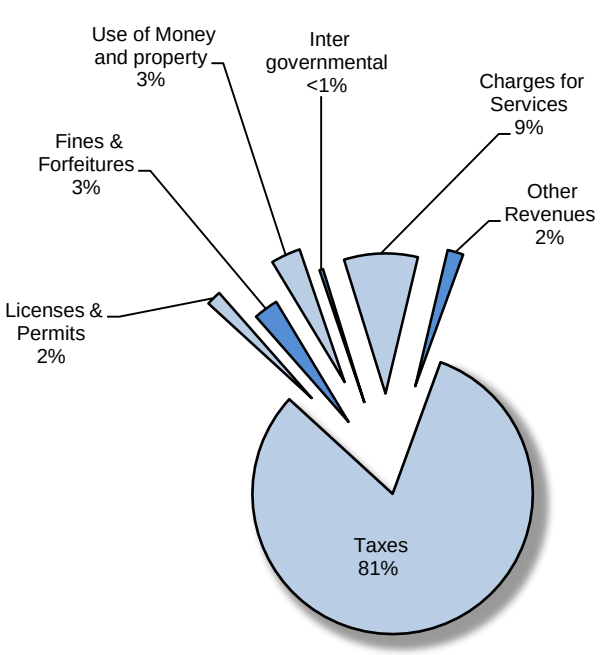
Investment Earnings for the General Fund for FY 2011-12 are projected to decrease by $100,000, or 12.4%, to $710,000. This decline is attributable to lower interest rates within the investment marketplace, a reduction in the overall size of the portfolio and the financial unfeasibility of the annual TRANs program. 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 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.

Below is a summary of the FY 2011-12 adopted General Fund operating revenues compared with the FY 2010-11 midyear budget operating revenues:

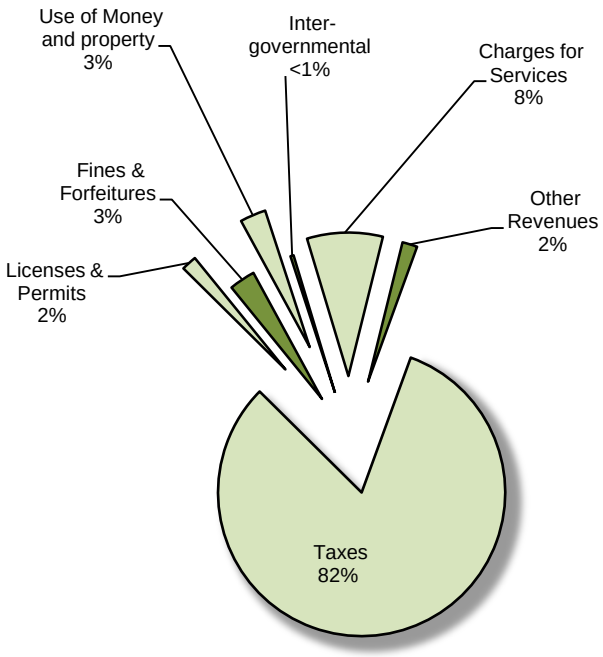
General Fund	Midyear 2010-11	Adopted 2011-12	Increase/ (Decrease)	
Taxes	48,543,300	49,734,062	1,190,762	2.5%
Licenses & Permits	1,025,370	1,042,420	17,050	1.7%
Fines & Forfeitures	1,706,150	1,780,900	74,750	4.4%
Use of Money and Property	2,045,160	1,769,960	(275,200)	(13.5%)
Intergovernmental	251,295	220,360	(30,935)	(12.3%)
Charges for Services	5,080,951	5,177,690	96,739	1.9%
Other Revenues	1,096,629	1,025,629	(71,000)	(6.5%)
Revenue From Outside Sources	59,748,855	60,751,021	1,002,166	1.7%
Overhead	6,383,731	6,383,731	-	0.0%
Total General Fund	66,132,586	67,134,752	1,002,166	1.5%

GENERAL FUND REVENUES
FROM OUTSIDE SOURCES

Midyear Revenues
FY 2010-11



Adopted Revenues
FY 2011-12



SPECIAL REVENUE FUNDS

All Special Revenue Funds are for a specific purpose and are not available for other programs. At midyear, Council approved reclassification of the Transit Fund to an Enterprise Fund. Amounts related to the Transit fund have been removed from the Special Revenue classification for both midyear FY 2010-11 and FY 2011-12 and are now reflected in the Enterprise Fund category. The combined projected revenue in the Special Revenue Funds is $17,727,433, decreasing from the FY 2010-11 midyear budget by $7,689,877 or 30.3%. 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 $6,322,613, or 57.0%. This is largely due to no new Federal stimulus money being received by the City. Revenue in this fund tends to fluctuate from year to year, depending on resources received from other governmental agencies. With financial difficulties at the Federal and State levels, government sponsored programs have seen substantial funding cuts and directly impacts grant programs.

ENTERPRISE FUNDS

Enterprise Funds 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. As stated previously, the Transit Fund moved to the Enterprise Fund category from Special Revenue Funds in FY 2011-12. Please note that adopted FY 2011-12 revenues are compared to FY 2010-11 midyear amounts unless otherwise indicated.

Harbor Tidelands Fund: Based on projections provided by Harbor staff, revenues for FY 2011-12 in the Harbor Tidelands Fund including parking revenue, lease revenue, investment earnings and miscellaneous revenue, are projected at $5,481,230, up $57,250, or 1.1%.

Harbor Uplands Fund: Based on projections provided by Harbor staff, revenues for FY 2011-12 in the Harbor Uplands Fund including parking revenue, lease revenue, investment earnings and miscellaneous revenue, are projected at $3,838,550, up $76,000, or 2.0%.

Solid Waste Fund: FY 2011-12 revenues for the Solid Waste Fund are expected to decrease by $221,942 or 5.9% to 3,515,576 due to a FY 2010-11 one-time reimbursement from Athens Services for expenses incurred in the request for proposal process.

Wastewater Fund: FY 2011-12 revenues are projected to decrease by $61,622 or 2.5% to $2,453,795 primarily due to a reduction in investment earnings and bond portfolio proceeds.

Transit Fund: FY 2011-12 revenues are expected to grow by $467,851 or 25.6% to 2,292,295 as the improving economy and recently expanded routes have increased allocations from the Metropolitan Transportation Authority.

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. With the exception of the Self-Insurance Program and Vehicle Replacement Funds, the internal service funds are the same as midyear. Due to the changes made to the Self-Insurance and Vehicle Replacement funds, they are described in more detail 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 2011-12 is estimated to be $3,650,849, up $13,098 or 0.4% from FY 2010-11 midyear budget. This adjustment is due to the allocation of increased unemployment costs.

Vehicle Replacement Fund: This fund accounts for charges to departments that utilize the City's Fleet Services Division for maintenance and repairs, which includes the costs of fuel, vehicles and equipment. In addition, rental charges are assessed based on the estimated future replacement cost of the vehicles. Although this fund remains essentially flat when compared to the FY 2010-11 midyear budget, the minor change is from the sale of fuel to outside parties.

Building Occupancy Fund: Building maintenance costs are allocated to all City departments through the Building Occupancy Fund. These costs are allocated to all funds including the Special Revenue Funds and Harbor Enterprise Funds.

Information Technology Fund: The Information Technology Fund includes Information Technology's personnel expenses, computer and telecommunications maintenance costs and charges for equipment replacement. All costs are charged back to end users.

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.

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.

Major Facilities Repair Fund: The Major Facilities Repair Fund is a recently created (FY 2009-10) internal service fund set up for potential, but yet unknown, larger repair costs associated with the aging public facilities.

TWO-YEAR COMPARISON OF ESTIMATED REVENUES BY FUND

Fund	Adopted 2010-11	Midyear 2010-11	Adopted 2011-12	Increase/ (Decrease)	
General Fund:					
Taxes	48,280,300	48,543,300	49,734,062	1,190,762	2.5%
Licenses and Permits	878,370	1,025,370	1,042,420	17,050	1.7%
Fines and Forfeitures	1,688,500	1,706,150	1,780,900	74,750	4.4%
Use of Money and Property	2,143,660	2,045,160	1,769,960	(275,200)	(13.5%)
Intergovernmental	253,960	251,295	220,360	(30,935)	(12.3%)
Charges for Services	4,818,894	5,080,951	5,177,690	96,739	1.9%
Other Revenues	1,101,251	1,096,629	1,025,629	(71,000)	(6.5%)
Overhead	6,673,267	6,383,731	6,383,731	-	0.0%
Total General Fund	65,838,202	66,132,586	67,134,752	1,002,166	1.5%
Traffic Congestion Relief	8,000	8,000	-	(8,000)	(100.0%)
State Gas Tax	1,734,400	1,769,200	1,766,700	(2,500)	(0.1%)
Storm Drain Improvement	10,000	35,000	35,000	-	0.0%
Street Landscaping and Lighting	1,567,017	1,649,517	1,603,500	(46,017)	(2.8%)
Local Transportation Tax	27,200	27,200	32,815	5,615	20.6%
Proposition A	929,700	929,700	950,399	20,699	2.2%
Proposition C	781,250	781,250	797,548	16,298	2.1%
Measure R	567,100	567,100	583,166	16,066	2.8%
Air Quality Improvement	71,800	71,800	78,700	6,900	9.6%
Intergovernmental Grants	2,016,443	11,102,715	4,780,102	(6,322,613)	(56.9%)
Comm Develop Block Grant	444,286	675,543	369,894	(305,649)	(45.2%)
Housing Authority	6,112,685	6,112,685	6,088,509	(24,176)	(0.4%)
Parks and Recreation Facilities	10,000	10,000	10,000	-	0.0%
Narcotic Forfeiture and Seizure	106,000	106,000	104,000	(2,000)	(1.9%)
Subdivision Park Trust	60,000	75,000	75,000	-	0.0%
Disaster Recovery	77,100	2,100	62,100	60,000	2857.1%
Capital Projects	1,494,000	1,494,500	390,000	(1,104,500)	(73.9%)
Harbor Tidelands	5,508,730	5,423,980	5,481,230	57,250	1.1%
Harbor Uplands	3,862,550	3,762,550	3,838,550	76,000	2.0%
Solid Waste	3,502,233	3,737,518	3,515,576	(221,942)	(5.9%)
Wastewater	2,514,376	2,515,417	2,453,795	(61,622)	(2.4%)
Transit	1,630,029	1,824,444	2,292,295	467,851	25.6%
Self-Insurance Program	4,615,800	3,637,751	3,650,849	13,098	0.4%
Vehicle Replacement	2,913,794	2,993,431	2,975,831	(17,600)	(0.6%)
Building Occupancy	3,121,591	2,239,558	2,239,558	-	0.0%
Information Technology	2,778,082	2,774,113	2,774,113	-	0.0%
Printing and Graphics	386,067	242,023	242,023	-	0.0%
Emergency Communications	2,681,901	2,687,303	2,687,303	-	0.0%
Major Facilities Repair	101,748	108,868	108,868	-	0.0%
Total Before Adjustments	**115,572,084**	**123,496,852**	**117,122,176**	**(6,374,676)**	**(5.2%)**
Less: Internal Svc Funds/Overhead	22,749,208	20,523,090	20,536,409	13,319	0.1%
Total City	**92,822,876**	**102,973,762**	**96,585,767**	**(6,387,995)**	**(6.2%)**
Redevelopment Agency	7,534,678	6,868,187	6,621,634	(246,553)	(3.6%)
Grand Total	**100,357,554**	**109,841,949**	**103,207,401**	**(6,634,548)**	**(6.0%)**

GENERAL FUND PROPERTY TAX

Description

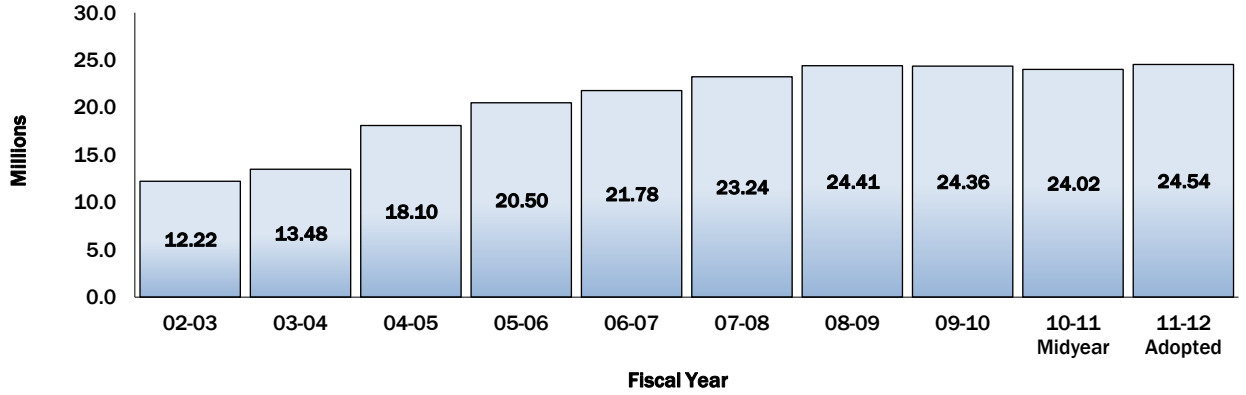
Property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (moveable property) located within the City. Property is assessed by the County Assessor except for certain public utility properties which are assessed by the State 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 any new construction activity, and the reassessment of property due to resale. In FY 2010-11, the CPI used in Proposition 13 property value calculation was negative causing property revenue to decrease. FY 2011-12, with a slight upturn in the housing market and a positive CPI, produced a slight increase.

Outlook

Property tax revenue for FY 2011-12 is projected to increase by $400,000, or 2.2%, to $19,000,000, excluding property tax in lieu of VLF and homeowners' exemption. The major contributors to this rise will be a more robust economy and stabilizing housing market. While homeowners' exemption is predicted flat, property tax in lieu of VLF will increase by $120,000 (2.3%) to $5,380,000 following the increase in real estate values. Property tax revenue is the City's number one source of operating revenue.



GENERAL FUND SALES AND USE TAX

Description

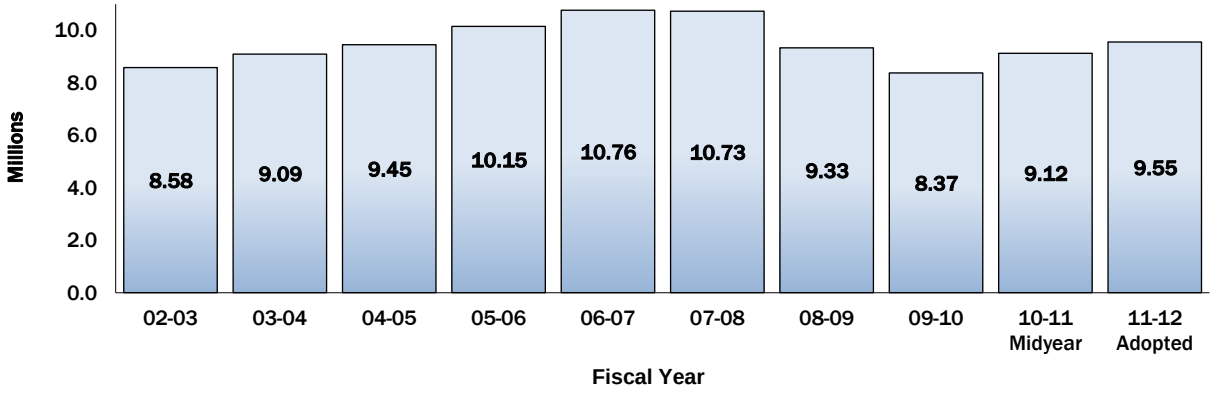
Sales and use tax is imposed upon most retail transactions. The Los Angeles County rate is currently 8.75% of the sale price of taxable goods and services sold at retail in Redondo Beach. The City receives 1.0% of the taxable sales while the remainder is allocated to the State, the County and various 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 $540,000 for FY 2011-12. Sales and use tax revenue is somewhat cyclical in nature, responding to local and state economic trends. Although efforts to nurture local economic development have aided growth in this revenue source, local job losses and a depressed economy have eroded consumer confidence resulting in lower sales.

Outlook

Sales and use tax revenue exclusive of PSAF is projected to increase by $433,062, or 5.1%, from midyear 2010-11 to $9,013,062, while PSAF Revenue is expected to decrease by $2,000. The increase in sales and use tax is driven by a slight increase in consumer spending in most areas. 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; 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 UTILITY USERS' TAX

Description

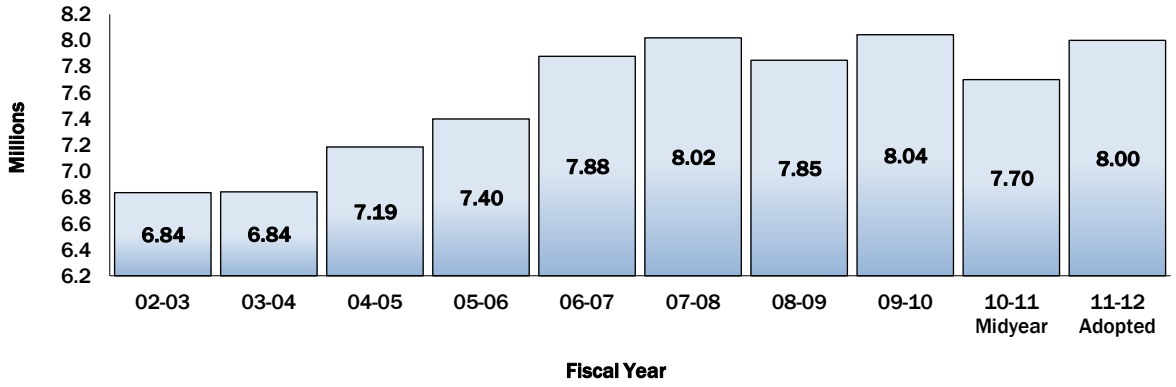
The utility users' tax (UUT) is imposed on consumers of electric, gas, cable television, water and telephone services. Since 1969, most residents and nearly all businesses in the City pay the UUT, which is imposed at 4.75%.

Background

Funds provided from this key tax-based operating resource have remained relatively stable over the past few years. In FY 2008-09 the citizens of Redondo Beach passed a bill to keep the UUT at the same rate as prior years. In March 2009, local voters approved Measure A, the Utility Users' Tax Telecommunications Modernization Ordinance, updating the City's UUT Ordinance in response to changes in both telecommunications services and technology. Approval of this measure served to protect the telecommunications portion of this critical operation revenue source from a variety of legislative and legal challenges impairing the future viability of UUT resources.

Outlook

UUT revenue for FY 2011-12 is projected to increase by $300,000 or 3.9%. This increase is mainly attributable to an increase in energy costs and a growth in overall demand.



GENERAL FUND TRANSIENT OCCUPANCY TAX

Description

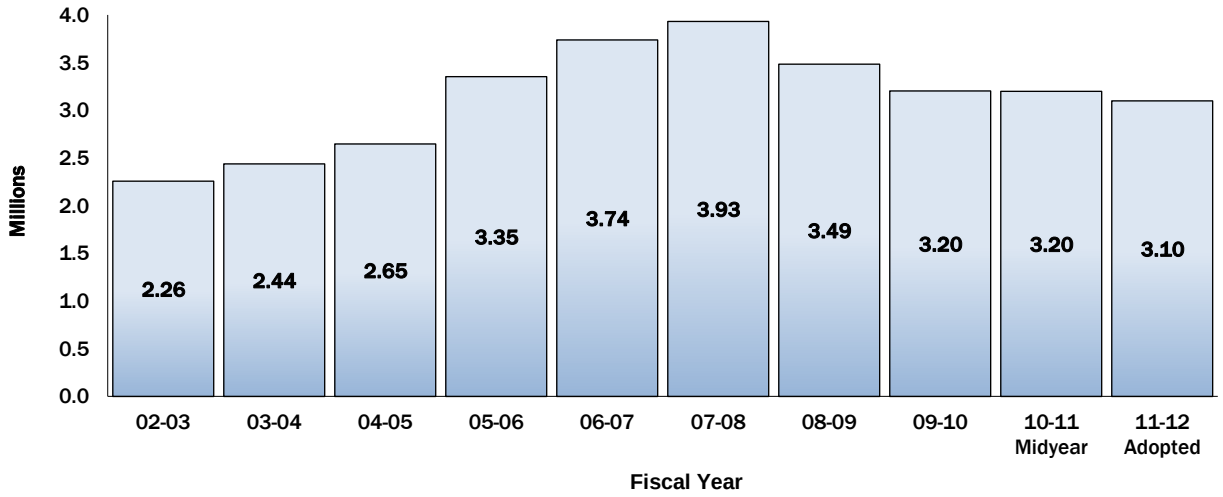
Transient occupancy tax (TOT) is imposed on occupants of hotel, motel, inn, tourist home or other lodging facilities unless such occupancy is for 30 days or longer. The tax is applied to the customer's lodging bill.

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 2011-12 TOT revenue is projected to decrease by $100,000 or 3.1% from prior midyear levels to $3,100,000. Rising fuel costs, continuing high (though decreasing) unemployment, the Euro's drop in value against the dollar, and Japan's recovery from earthquake damage are all expected to contribute to the decrease.



GENERAL FUND FRANCHISE FEES

Description

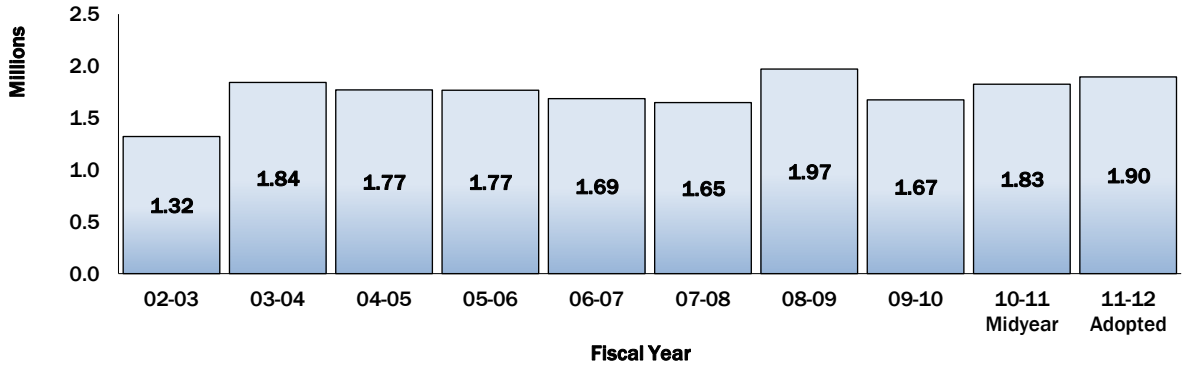
Franchise fees are imposed upon privately-owned utility companies for the privilege of using City streets or rights-of-way. The fees are based on a percentage of each utility company's gross receipts.

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. Over the most recent years, power levels at the AES power plant have been dramatically reduced, significantly lowering franchise fee revenues attributable to power plant operations.

Outlook

Franchise fees are projected to increase by $70,000, or 3.8%, to $1,895,000 for FY 2011-12 from midyear FY 2010-11. With the exception of revenues from Southern California Gas, which vary based upon power plant capacity utilization, revenues from franchise fee sources reflect small increases in line with growth in local utility service operations. Cable television franchise revenue sources represent 48% of the overall franchise fee revenue estimate for FY 2011-12, while projected revenue from the electricity franchise represents 22%. The gas franchise revenue generated from the sale and transport of natural gas utilized to power the local AES power plant represents 26% of the total franchise fee estimate, while taxicab franchise fee revenue comprises 4% of the overall franchise fee revenue. 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 BUSINESS LICENSE TAX

Description

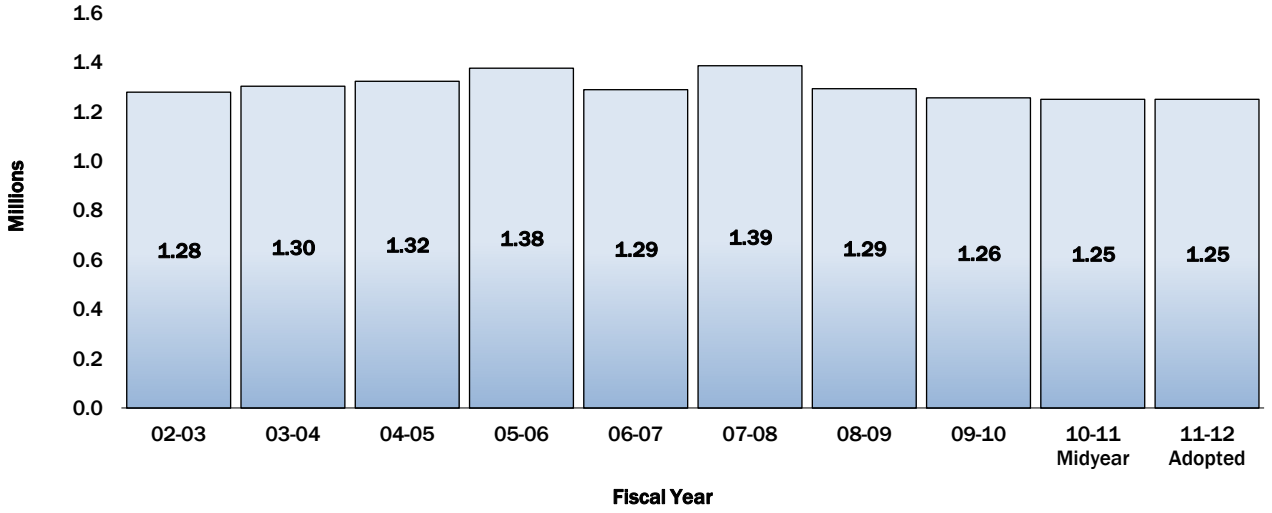
Business license tax is imposed on commercial establishments for the privilege of conducting business within the City. The majority of the tax is levied using two factors - a flat rate system and a per employee charge.

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

The FY 2011-12 revenue estimate of $1,250,000 remains flat. Construction, retail and dining establishment activities appear to be stabilizing.



GENERAL FUND PROPERTY TRANSFER TAX

Description

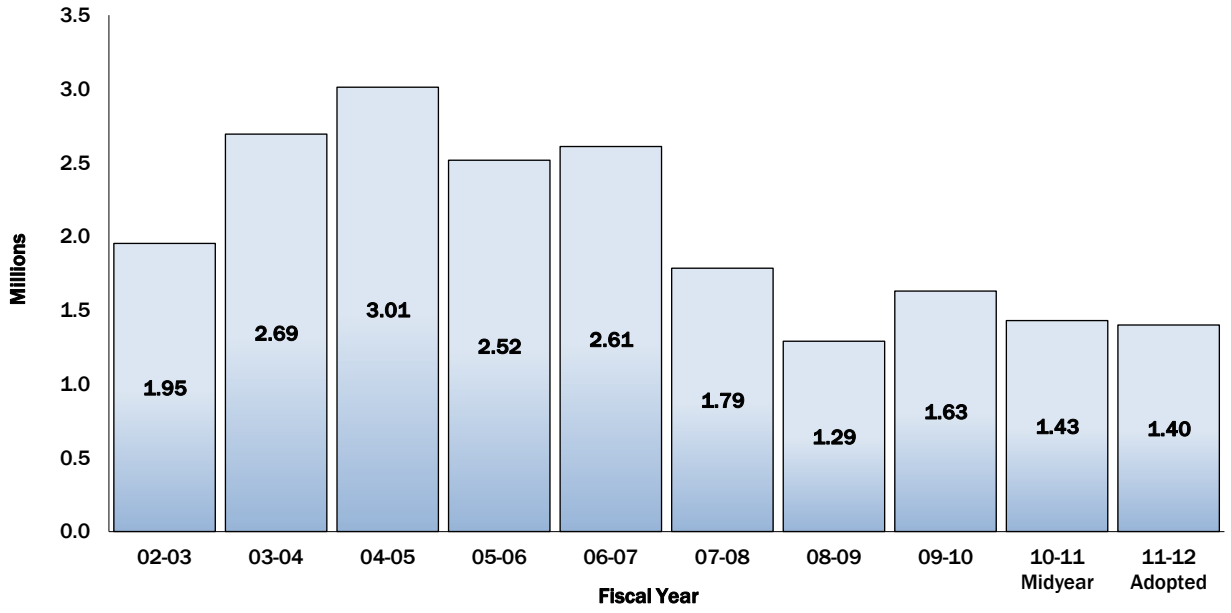
Property transfer tax is imposed on any conveyance of real property when a change in "deed" is filed with the County Registrar-Recorder.

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.

Outlook

This revenue is expected to remain comparatively flat, decreasing only $30,000 from midyear to $1,400,000. The poor performance of this cyclical revenue source experienced over the past year is projected to continue into FY 2011-12. Local real estate transactions are tempered by unemployment and credit issues, but encouraged by the small upswing in the economy and continued low mortgage interest rates. The beach area still retains its desirability and value, and it is projected that property in Redondo Beach will continue to be sold at a moderate pace.



GENERAL FUND LICENSES AND PERMITS

Description

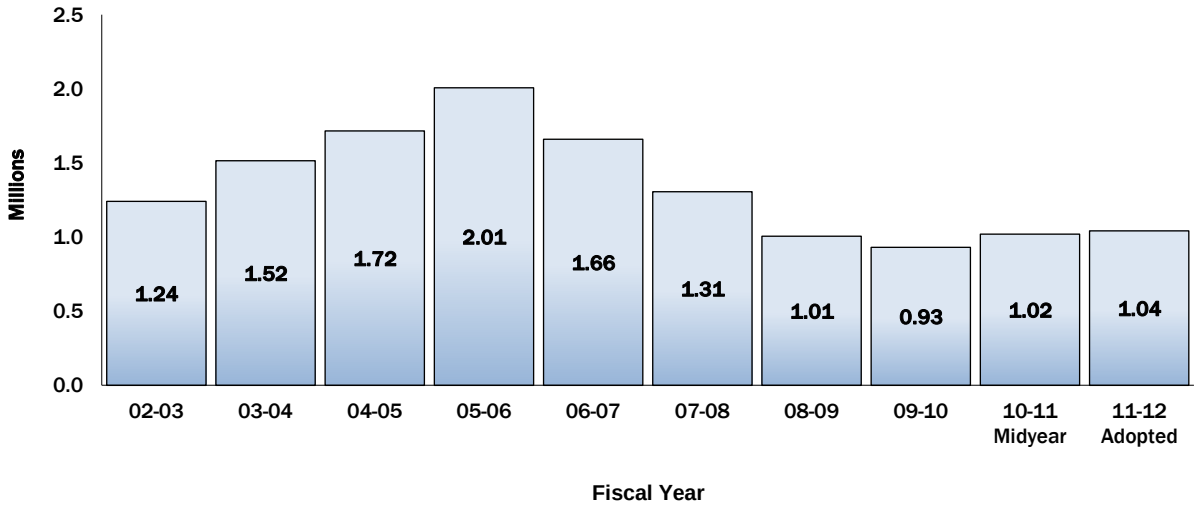
These fees are imposed for the processing of all construction activity permits, bicycle and canine permits, and preferential parking permits.

Background

Approximately 75% of this revenue source is from permits issued for construction activity. The cyclical trends in recent years are wholly attributable to economic cycles which impact the building and construction community.

Outlook

The City expects to see a small increase of $17,050 or 1.7% to $1,042,420 in this revenue source in FY 2011-12. The majority of the increase will be in the largest of these fees, construction permits, which is growing because of an upturn in home improvement type permits rather than new construction.



GENERAL FUND FINES AND FORFEITURES

Description

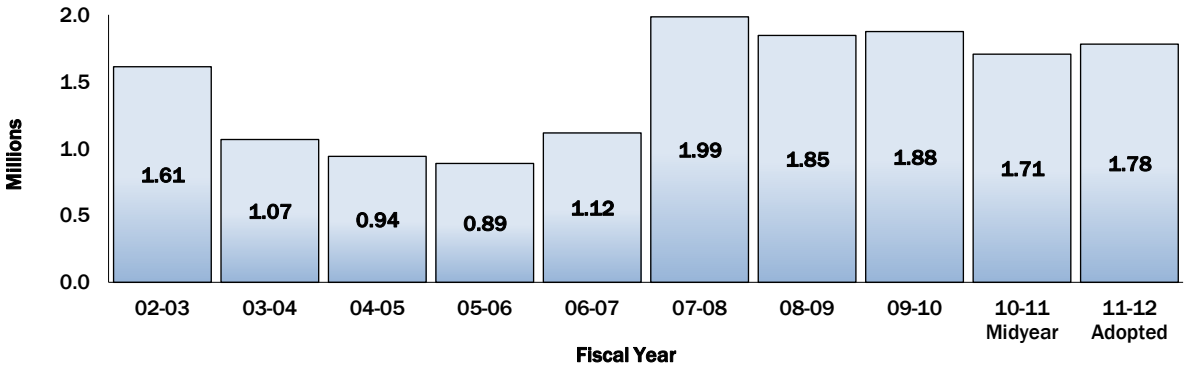
Fines are imposed on persons receiving tickets for vehicle code and/or parking violations in the City. In addition, reimbursements are required through the courts for direct billing of police services associated with arresting offenders or criminals.

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 was shifted back into the General fund.

Outlook

Estimates for FY 2011-12 show fines and forfeitures revenue increasing slightly by $74,750 to $1,780,900. Parking citation revenue accounts for the majority of the increase due to implementation of a new lower-cost parking citation contract.



GENERAL FUND USE OF MONEY AND PROPERTY

Description

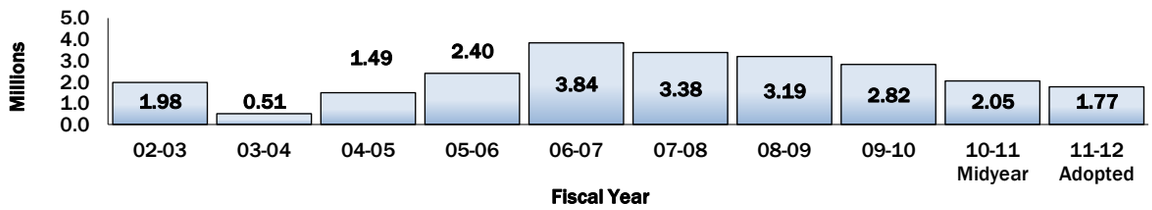
Use of money and property revenue is derived from two sources: (1) The investment and management of City surplus funds in accordance with State law, the City Charter, and the City's investment policy, and (2) The use of various City facilities, including Franklin and Patterson school sites, Alta Vista tennis and racquetball courts, Aviation, Veterans' and Alta Vista parks and camping fees at Wilderness Park.

Background

The City invests all surplus funds based upon the requirements of the California Government Code and the 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. 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 the primary fiduciary responsibility of ensuring the safety of all investments. Proactive investment management produces competitive investment returns measured against established investment portfolio performance benchmarks. When financially feasible, the City maintains long established participation in the California Statewide Communities Development Authority Tax and Revenue Anticipation Note (TRANs) program, a cash management tool producing additional investment income to the City's General Fund totaling $783,000 cumulatively over the prior 14 years of program participation.

Outlook

The use of money and property for the General Fund for FY 2011-12 is projected to decline by $275,200, or 13.5%, to $1,769,960. This decline is attributable to a number of factors including a moderate reduction in the level of General Fund investment income and a reduction in rents and percentages of $175,200. The initial estimate of investment income for FY 2011-12 is $710,000, reflecting a reduction of 12.3%, or $100,000, below mid-year 2010-11. This estimate is conservatively postured based upon a reduced level of funds within the overall general investment portfolio, continued low market interest rates, maturity of a significant portion of the City's investments in high yielding Corporate Medium Term Notes, the early investment call of numerous Federal Agency investment positions, and the financial unfeasibility of participation in the annual Statewide TRANs financing program. The continued low interest rate environment projected for FY 2011-12 impact investment income generated from the three major components of the general investment portfolio: liquid investments with the State Local Agency Investment Fund, investments within Federal Agency Securities, and investments within high grade Corporate Medium Term Notes, structured within a 1 to 5 year investment maturity range. As with all City operating revenue sources, initial estimates of FY 2011-12 investment earnings 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 investment liquidity within the capital improvement program.



GENERAL FUND INTERGOVERNMENTAL

Description

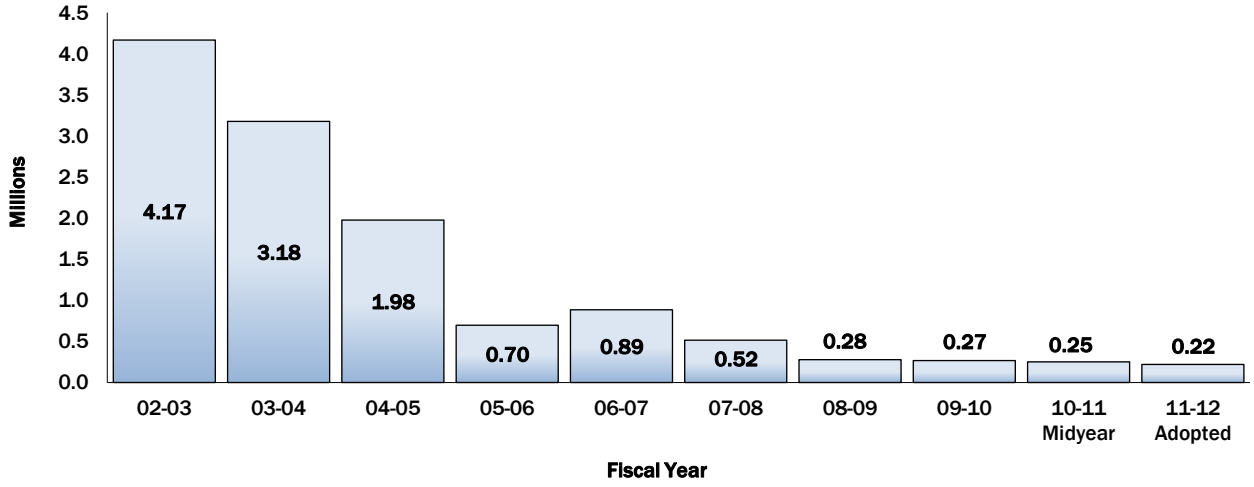
Intergovernmental revenue comes from other governmental agencies. The majority of this revenue is received from State subventions. Examples include motor vehicle (registration) in-lieu tax (MVIL), SB90 reimbursements, and the California Library Services Act.

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. The steep decline in intergovernmental revenue from FY 2002-03 is primarily due to 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. In the following years there has been a steady decrease in the allocation of money to local governments from the State.

Outlook

Estimates for FY 2011-12 intergovernmental revenue reflects a decrease in revenue of $30,935 or 12.3% from midyear for a total of $220,360. This is due to State budgetary problems leading to a decrease in State funding for the library.



GENERAL FUND CHARGES FOR SERVICES

Description

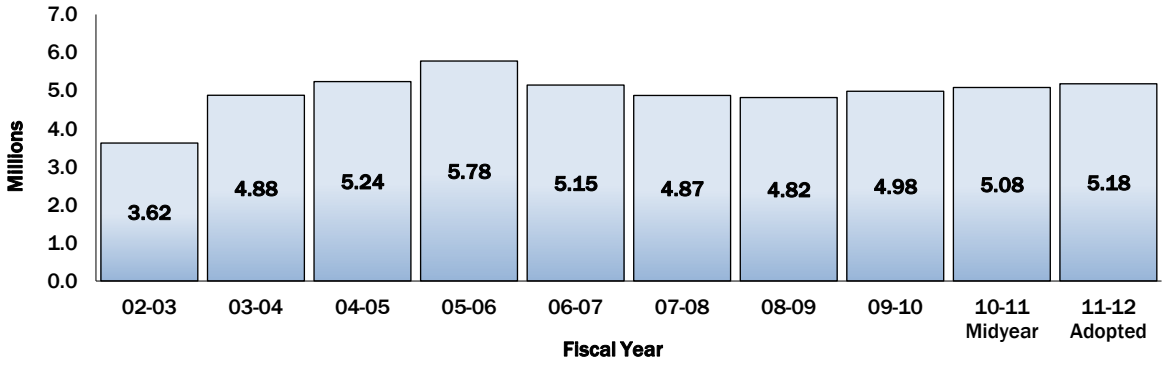
The City collects fees from users of, or participants in, City-provided services, such as plan checking, engineering services, parking meter fees, fire inspections, police booking fees, stand-by at special events, and recreational and cultural activities.

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. A comprehensive update to the Master Fee Schedule, which includes the rate structure for these fees, was done in FY 2007-08 and FY 2008-09 raising a large percentage of these fees to full cost. Individual fee modifications have been implemented as necessary since that time. However, these reviews only address the user rates; whereas, revenue is also impacted by usage.

Outlook

For FY 2011-12, forecasted revenue for charges for services will remain level with many of the revenue sources remaining relatively flat. Increases in administrative fees, fire service fees, library book fines and fees, and building and engineering fees will be balanced by declines recreation users pay revenue, and public works fees.



REVENUE DETAIL
FISCAL YEARS 2007-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
GENERAL FUND:					
Taxes:					
Property Tax	18,105,963	19,002,928	18,899,214	18,600,000	19,000,000
Property Tax In Lieu Of VLF	4,976,283	5,246,175	5,306,121	5,260,000	5,380,000
Homeowners' Exemption	155,278	155,736	156,595	156,300	156,000
Sales and Use Tax	10,098,778	8,768,252	7,839,179	8,580,000	9,013,062
Public Safety Augumentation Fund	628,205	561,620	533,696	542,000	540,000
Utility Users' Tax	8,018,564	7,848,157	8,043,207	7,700,000	8,000,000
Transient Occupancy Tax	3,933,009	3,485,290	3,204,044	3,200,000	3,100,000
Franchise Fees	1,648,295	1,970,548	1,673,632	1,825,000	1,895,000
Business License Tax	1,385,725	1,293,056	1,256,462	1,250,000	1,250,000
Property Transfer Tax	1,784,872	1,289,860	1,630,015	1,430,000	1,400,000
Sub-total	**50,734,972**	**49,621,621**	**48,542,165**	**48,543,300**	**49,734,062**
Licenses and Permits:					
Construction/Excavation Permits	1,084,975	785,247	699,090	785,000	810,000
Street/Curb/Parking Permits	131,517	129,683	131,308	140,500	140,500
Miscellaneous Licenses/Permits	89,535	91,145	100,125	99,870	91,920
Sub-total	**1,306,027**	**1,006,075**	**930,523**	**1,025,370**	**1,042,420**
Fines and Forfeitures:					
Parking Citations	1,374,760	1,260,752	1,221,829	1,185,400	1,260,400
Vehicle Code Fines	428,614	437,768	338,883	300,000	300,000
Restitution	181,309	147,317	314,575	220,750	220,500
Sub-total	**1,984,683**	**1,845,838**	**1,875,287**	**1,706,150**	**1,780,900**
Use of Money and Property:					
Investment Earnings	2,160,899	1,781,175	1,542,262	810,000	710,000
Rents and Percentages	1,221,043	1,412,958	1,279,020	1,235,160	1,059,960
Sub-total	**3,381,942**	**3,194,133**	**2,821,282**	**2,045,160**	**1,769,960**
Intergovernmental:					
Motor Vehicle/In-Lieu	293,685	205,403	198,745	211,000	211,000
State Library Allocation	107,382	72,821	48,753	40,295	9,360
SB90 State Mandated Cost Reimb.	57,380	-	19,805	-	-
Fire - Hermosa Support	35,474	-	-	-	-
Grants	21,265	-	-	-	-
Sub-total	**515,186**	**278,225**	**267,303**	**251,295**	**220,360**

REVENUE DETAIL
FISCAL YEARS 2007-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
Charges for Services:					
Administrative Fees	26,679	49,654	25,099	28,880	49,340
Parking Meter Fees	1,086,153	1,049,565	1,218,095	1,214,700	1,214,700
Police Service Fees	521,306	609,179	513,961	563,400	565,400
Fire Service Fees	188,442	220,030	251,464	203,300	265,000
Library Book Fines and Fees	151,203	140,568	119,274	117,760	127,000
Recreation Users Pay	1,338,273	1,456,094	1,441,942	1,369,154	1,349,000
Planning Fees	177,030	131,236	185,360	150,000	150,000
Building and Engineering Fees	906,520	682,268	801,897	862,007	892,500
State Energy Fees	110,347	63,200	85,143	80,000	85,000
Other Building Fees	360,618	409,979	325,391	453,750	453,750
Public Works Fees	5,709	5,462	14,394	38,000	26,000
Sub-total	**4,872,280**	**4,817,235**	**4,982,020**	**5,080,951**	**5,177,690**
Other Revenue:					
Miscellaneous Revenue	210,428	171,558	285,568	1,012,556	944,475
Program Donations	129,637	121,044	170,251	84,073	81,154
Claims Settlement	12,500	-	-	-	-
Adopt-A-Waterway	4,368	-	-	-	-
Sub-total	**356,933**	**292,602**	**455,819**	**1,096,629**	**1,025,629**
REVENUE FROM OUTSIDE SOURCES	**63,152,023**	**61,055,729**	**59,874,399**	**59,748,855**	**60,751,021**
Overhead					
Overhead Charges	6,314,750	6,549,629	6,681,277	6,383,731	6,383,731
Sub-total	**6,314,750**	**6,549,629**	**6,681,277**	**6,383,731**	**6,383,731**
TOTAL GENERAL FUND	**69,466,773**	**67,605,358**	**66,555,676**	**66,132,586**	**67,134,752**

REVENUE DETAIL
FISCAL YEARS 2007-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
TRAFFIC CONGESTION RELIEF FUND:					
Use of Money and Property	38,802	18,742	32,098	8,000	-
Intergovernmental	-	512,768	612,879	-	-
TOTAL TRAFFIC CONGESTION RELIEF FUND	**38,802**	**531,510**	**644,977**	**8,000**	**-**
STATE GAS TAX FUND:					
Taxes	1,174,814	1,066,706	1,088,913	1,763,200	1,763,200
Use of Money and Property	31,488	18,997	16,993	6,000	3,000
Other Revenue	19,855	-	11,808	-	500
TOTAL STATE GAS TAX FUND	**1,226,157**	**1,085,703**	**1,117,714**	**1,769,200**	**1,766,700**
STORM DRAIN IMPROVEMENT FUND:					
Charges For Services	33,568	4,520	14,960	35,000	35,000
TOTAL STORM DRAIN IMPROVEMENT FUND	**33,568**	**4,520**	**14,960**	**35,000**	**35,000**
STREET LANDSCAPING/LIGHTING FUND:					
Use of Money and Property	(3,351)	108	1,761	-	-
Charges For Services	1,514,371	1,552,734	1,585,960	1,649,517	1,603,500
Other Revenue	3,302	-	11,000	-	-
TOTAL STREET LANDSCAPING/LIGHTING FUND	**1,514,322**	**1,552,842**	**1,598,721**	**1,649,517**	**1,603,500**
LOCAL TRANSPORTATION TAX FUND:					
Intergovernmental	180,310	-	6,663	27,200	32,815
TOTAL LOCAL TRANSPORTATION TAX FUND	**180,310**	**-**	**6,663**	**27,200**	**32,815**
PROPOSITION A FUND:					
Use of Money and Property	70,694	56,951	47,993	18,000	13,000
Intergovernmental	1,146,994	898,553	858,629	911,700	937,399
TOTAL PROPOSITION A FUND	**1,217,688**	**955,504**	**906,622**	**929,700**	**950,399**
PROPOSITION C FUND:					
Use of Money and Property	120,697	83,940	102,849	25,000	20,000
Intergovernmental	955,452	749,854	712,270	756,250	777,548
TOTAL PROPOSITION C FUND	**1,076,149**	**833,795**	**815,119**	**781,250**	**797,548**
MEASURE R FUND:					
Use of Money and Property	-	-	3,891	-	-
Intergovernmental	-	-	428,556	567,100	583,166
TOTAL MEASURE R FUND	**-**	**-**	**432,447**	**567,100**	**583,166**
AIR QUALITY IMPROVEMENT FUND:					
Use of Money and Property	4,678	4,703	5,675	1,800	1,000
Intergovernmental	59,548	78,771	97,692	70,000	77,700
TOTAL AIR QUALITY IMPROVEMENT FUND	**64,226**	**83,475**	**103,367**	**71,800**	**78,700**

REVENUE DETAIL
FISCAL YEARS 2007-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
INTERGOVERNMENTAL GRANTS FUND:					
Intergovernmental	2,384,974	2,598,584	2,805,803	11,102,715	4,780,102
TOTAL INTERGOVERNMENTAL GRANTS FUND	**2,384,974**	**2,598,584**	**2,805,803**	**11,102,715**	**4,780,102**
SOUTH BAY YOUTH PROJECT FUND:					
Intergovernmental	718,090	137,096	-	-	-
TOTAL SOUTH BAY YOUTH PROJECT FUND	**718,090**	**137,096**	**-**	**-**	**-**
COM DEV BLOCK GRANT FUND:					
Intergovernmental	530,123	442,886	406,879	675,543	369,894
Other Revenue	27,000	22,800	10,640	-	-
TOTAL COM DEV BLOCK GRANT FUND	**557,123**	**465,686**	**417,519**	**675,543**	**369,894**
WORKFORCE INVESTMENT ACT FUND:					
Intergovernmental	350,246	89,935	-	-	-
TOTAL WORKFORCE INVESTMENT ACT FUND	**350,246**	**89,935**	**-**	**-**	**-**
HOUSING AUTHORITY FUND:					
Use of Money and Property	23,578	4,135	1,018	-	-
Other Revenue	-	86,509	96,940	-	-
Intergovernmental	5,735,355	5,892,230	6,192,724	6,112,685	6,088,509
TOTAL HOUSING AUTHORITY FUND	**5,758,933**	**5,982,874**	**6,290,682**	**6,112,685**	**6,088,509**
PARKS AND REC FACILITIES FUND:					
Taxes	28,800	11,200	11,200	10,000	10,000
TOTAL PARKS AND REC FACILITIES FUND	**28,800**	**11,200**	**11,200**	**10,000**	**10,000**
NARCOTIC FORF/SEIZURE FUND:					
Fines And Forfeitures	44,583	415,115	3,902	100,000	100,000
Use of Money and Property	27,416	32,081	39,489	6,000	4,000
TOTAL NARCOTIC FORF/SEIZURE FUND:	**71,999**	**447,196**	**43,391**	**106,000**	**104,000**

REVENUE DETAIL
FISCAL YEARS 2007-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
SUBDIVISION PARK TRUST FUND:					
Use of Money and Property	881	1,051	5,423	-	-
Other Revenue	232,500	75,000	105,000	75,000	75,000
TOTAL SUBDIVISION PARK TRUST FUND	**233,381**	**76,051**	**110,423**	**75,000**	**75,000**
DISASTER RECOVERY FUND:					
Charges For Services	-	-	2,430	2,100	2,100
Other Revenue	254,700	261,415	146,712	-	60,000
TOTAL DISASTER RECOVERY FUND	**254,700**	**261,415**	**149,142**	**2,100**	**62,100**
TOTAL SPECIAL REVENUE FUNDS	**15,709,468**	**15,117,385**	**15,468,751**	**23,922,810**	**17,337,433**
PIER PARK ST REHAB FUND:					
Use of Money and Property	33	49	33	-	-
TOTAL PIER PARK ST REHAB FUND	**33**	**49**	**33**	**-**	**-**
CAPITAL PROJECTS FUND:					
Taxes	-	103,527	173,887	155,000	140,000
Intergovernmental	1,085,611	-	283,400	-	-
Charges For Services	-	-	-	-	250,000
Other Revenue	13,000	61,500	1,000	1,339,500	-
TOTAL CAPITAL PROJECTS FUND	**1,098,611**	**165,027**	**458,287**	**1,494,500**	**390,000**
TOTAL GOVERNMENTAL FUNDS	**86,274,885**	**82,887,819**	**82,482,747**	**91,549,896**	**84,862,185**
HARBOR TIDELANDS FUND:					
Use of Money and Property	5,883,189	5,038,125	4,955,128	4,319,130	4,223,000
Intergovernmental	-	99,181	-	-	-
Charges For Services	993,788	829,740	1,072,884	927,850	1,066,100
Other Revenue	4,253	10,455	2,579	177,000	192,130
TOTAL HARBOR TIDELANDS FUND	**6,881,230**	**5,977,501**	**6,030,591**	**5,423,980**	**5,481,230**
HARBOR UPLANDS FUND:					
Use of Money and Property	2,772,954	2,275,520	2,298,261	2,023,000	2,000,000
Charges for Services	1,903,571	1,956,525	1,777,382	1,738,550	1,837,550
Other Revenue	-	7,714	1,342	1,000	1,000
TOTAL HARBOR UPLANDS FUND	**4,676,525**	**4,239,759**	**4,076,985**	**3,762,550**	**3,838,550**

REVENUE DETAIL
FISCAL YEARS 2007-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
SOLID WASTE FUND:					
Licenses And Permits	10,332	9,339	8,569	13,000	13,000
Intergovernmental	70,150	63,331	17,769	56,378	28,897
Charges for Services	2,835,407	2,992,476	3,356,843	3,416,140	3,323,679
Other Revenue	137,763	97,536	85,066	252,000	150,000
TOTAL SOLID WASTE FUND	**3,053,652**	**3,162,681**	**3,468,247**	**3,737,518**	**3,515,576**
WASTEWATER FUND:					
Use of Money and Property	261,684	207,922	97,669	76,000	25,000
Charges For Services	1,724,468	2,293,089	2,437,816	2,420,622	2,410,000
Other Revenue	(25,394)	15,000	5,356	18,795	18,795
TOTAL WASTEWATER FUND	**1,960,758**	**2,516,012**	**2,540,841**	**2,515,417**	**2,453,795**
TRANSIT FUND:					
Intergovernmental	1,171,963	755,236	1,850,970	1,256,944	1,726,826
Charges For Services	720,863	569,339	503,317	566,000	563,969
Other Revenue	8,550	17,089	1,595	1,500	1,500
TOTAL TRANSIT FUND	**1,901,376**	**1,341,664**	**2,355,882**	**1,824,444**	**2,292,295**
TOTAL ENTERPRISE FUNDS	**18,473,541**	**17,237,618**	**18,472,546**	**17,263,909**	**17,581,446**
SELF-INSURANCE PROGRAM FUND:					
Charges For Services	4,622,446	5,072,527	4,472,025	3,587,751	3,600,849
Other Revenue	971,000	5,625	204	50,000	50,000
TOTAL SELF-INSURANCE PROGRAM FUND	**5,593,446**	**5,078,152**	**4,472,229**	**3,637,751**	**3,650,849**
VEHICLE REPLACEMENT FUND:					
Charges For Services	2,746,523	2,826,302	2,879,548	2,923,431	2,853,431
Other Revenue	59,631	70,519	59,847	70,000	122,400
TOTAL VEHICLE REPLACEMENT FUND	**2,806,154**	**2,896,821**	**2,939,395**	**2,993,431**	**2,975,831**
BUILDING OCCUPANCY FUND:					
Charges For Services	2,424,818	2,683,393	3,121,591	2,239,558	2,239,558
TOTAL BUILDING OCCUPANCY FUND	**2,424,818**	**2,683,393**	**3,121,591**	**2,239,558**	**2,239,558**
INFORMATION TECHNOLOGY FUND:					
Charges For Services	2,569,498	2,564,268	2,778,082	2,774,113	2,774,113
Other Revenue	1,424	2,910	3,152	-	-
TOTAL INFORMATION TECHNOLOGY FUND	**2,570,922**	**2,567,178**	**2,781,234**	**2,774,113**	**2,774,113**

REVENUE DETAIL
FISCAL YEARS 2007-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
PRINTING & GRAPHICS FUND:					
Charges For Services	319,865	316,472	386,522	242,023	242,023
TOTAL PRINTING & GRAPHICS FUND	**319,865**	**316,472**	**386,522**	**242,023**	**242,023**
EMERGENCY COMMUNICATIONS FUND :					
Charges For Services	1,950,427	2,046,212	2,213,811	2,235,104	2,235,104
Other Revenue	380,571	468,091	468,090	452,199	452,199
TOTAL EMERGENCY COMMUNICATIONS FUND	**2,330,998**	**2,514,303**	**2,681,901**	**2,687,303**	**2,687,303**
MAJOR FACILITIES REPAIR FUND:					
Charges For Services	-	-	101,748	108,868	108,868
TOTAL MAJOR FACILITIES REPAIR FUND	**-**	**-**	**101,748**	**108,868**	**108,868**
TOTAL INTERNAL SERVICE FUNDS	**16,046,203**	**16,056,320**	**16,484,620**	**14,683,047**	**14,678,545**
LESS: INTERNAL CHARGES/OVERHEAD	21,157,237	22,176,672	22,176,672	20,523,090	20,536,409
TOTAL CITY	**99,637,392**	**94,005,085**	**95,263,241**	**102,973,762**	**96,585,767**
TOTAL REDEVELOPMENT AGENCY	**35,992,039**	**10,038,848**	**6,775,638**	**6,868,187**	**6,621,634**
GRAND TOTAL	**135,629,431**	**104,043,933**	**102,038,879**	**109,841,949**	**103,207,401**

OVERVIEW OF APPROPRIATIONS

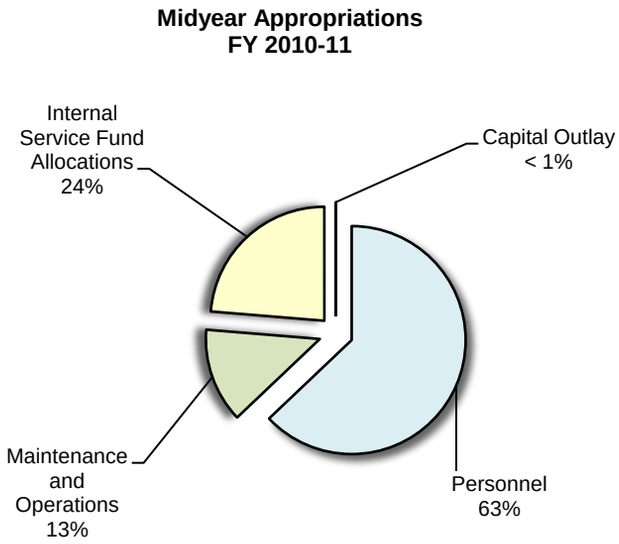
GENERAL FUND

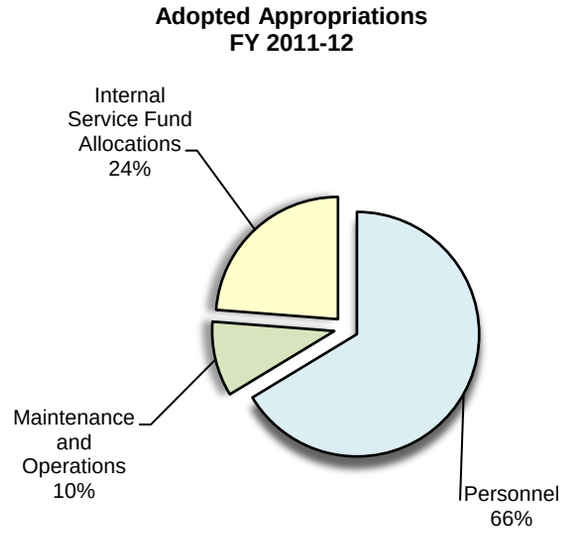
The summary that follows reflects fund appropriations to City departments for the current budget year (FY 2011-12). Although appropriations originate from all funds of the City, the significant fund is the General Fund. Before consideration of transfers-out, General Fund appropriations are $67,165,356, a decrease of .4%, or $251,363 from midyear. These decreases are fed by a decrease in maintenance and operations from the midyear budget which reflects carryover appropriations, offset by a increase in personnel mainly due to increased retirement contributions.

Below is a summary of the FY 2011-12 adopted General Fund expenditures compared with the FY 2010-11 midyear budget:

Appropriation Category	Midyear 2010-11	Adopted 2011-12	Increase/ (Decrease)	
Personnel	$ 42,416,538	$ 44,552,990	**$ 2,136,452**	**5.0%**
Maintenance and Operations	9,024,640	6,642,172	**(2,382,468)**	**(26.4%)**
Internal Service Fund Allocations	15,970,194	15,970,194	**-**	**0.0%**
Capital Outlay	5,347	-	**(5,347)**	**(100.0%)**
Subtotal	*67,416,719*	*67,165,356*	***(251,363)***	**(0.4%)**
Transfers-Out	*2,779,571*	*1,017,755*	***(1,761,816)***	**(63.4%)**
Total	**70,196,290**	**68,183,111**	**(2,013,179)**	**(2.9%)**

GENERAL FUND APPROPRIATIONS





Personnel costs in the General Fund increased $2,136,452 or 5.0%. The FY 2011-12 adopted personnel amounts reflect:

- Continuing employee compensation concessions including the deferral of the 2009 contracted 4% salary increase and 6% wage and benefit concessions.
- Employer contribution rate increases to the Public Employees Retirement System (PERS) from 11.804% to 14.080% for the miscellaneous group and from 32.713% to 38.386% for public safety. When added to the employee contribution rates of 7% and 9% for the miscellaneous and public safety groups, respectively, the total rates used in calculating the FY 2011-12 personnel amounts are 21.080% and 47.386%.
- No medical insurance adjustments as they will not be made until FY 2011-12 midyear for rate increases effective in January 2012.
- Other Post-Employment Benefits (OPEB) contributions of 4.5% (the same rate used since FY 2008-09) of applicable payroll expenditures.

The FY 2010-11 maintenance and operations midyear budget is much higher than the FY 2011-12 because the midyear budget also reflects carryover appropriations of $1.4 million, including carryover encumbrances of about $432 thousand. These carryovers increase the FY 2010-11 amounts and will not be included in FY 2011-12 until year-end adjustments are made.

The FY 2010-11 midyear internal service fund allocations were based on the last completed fiscal year's (FY 2009-10) actual expenses and were prepared just prior to midyear. These allocations will be updated with the midyear 2011-12 budget review (using actual expenses of FY 2010-11).

SPECIAL REVENUE FUNDS

The combined appropriations in the FY 2011-12 Adopted Budget Special Revenue Funds are approximately $18.6 million, a decrease of approximately $16.1 million or 46.3% from midyear. This variation is attributable to capital project appropriations both in FY 2010-11 and FY 2011-12, which tend to flucuate from year to year, depending on current capital projects and funds available.

ENTERPRISE FUNDS

Harbor Tidelands Fund:

Budgeted appropriations for FY 2011-12 are estimated at approximately $5.8 million, a decrease of 52.7% from midyear. The inclusion of carryover capital improvement projects in the FY 2010-11 midyear appropriations accounts for a majority of the decrease.

Harbor Uplands Fund:

Appropriations for FY 2011-12 are budgeted at approximately $4.7 million, down 14.7%, from FY 2010-11 midyear budgeted amounts. The inclusion of carryover capital improvement projects in the FY 2010-11 midyear appropriations accounts for the decrease.

Solid Waste Fund:
Appropriations for FY 2011-12 are budgeted at approximately $3.5 million, down $227,135, or 6.1%, from FY 2010-11 budgeted amounts. Prior year one-time appropriations for equipment purchases have been removed from the FY 2011-12 budgeted amounts, accounting for the decrease.

Wastewater Fund:
Appropriations for FY 2011-12 are budgeted at approximately $2.0 million, down $5,229,184 or 71.9% from FY 2010-11 budgeted amounts. The inclusion of carryover capital improvement projects in the FY 2010-11 midyear appropriations accounts for a majority of the decrease.

Transit Fund:
Appropriations for FY 2011-12 are budgeted at approximately $3.6 million, slightly up $191,793 or 5.6% from FY 2010-11 budgeted amounts.

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 2011-12 appropriations for the Internal Service Funds are approximately $14.9 million. This amount decreased by approximately $799 thousand from FY 2010-11 midyear amounts. The largest decreases are due to the Emergency Communications, which had one-time equipment replacement needs in FY 2010-11 that are not reflected in FY 2011-12 and Self-Insurance Funds which had a reduction in claims.

TWO-YEAR COMPARISON OF APPROPRIATIONS BY FUND

Fund	Adopted 2010-11	Midyear 2010-11	Adopted 2011-12	Increase/ (Decrease)	
General Fund	66,872,426	67,416,719	67,165,356	(251,363)	(0.4%)
Traffic Congestion Relief	607,726	660,022	-	(660,022)	(100.0%)
State Gas Tax	1,356,485	1,680,498	1,401,885	(278,613)	(16.6%)
Storm Drain Improvement	-	323,556	30,000	(293,556)	(90.7%)
Street Landscaping and Lighting	2,527,868	2,522,964	2,559,060	36,096	1.4%
Local Transportation Tax	-	73,965	-	(73,965)	(100.0%)
Proposition C	1,867,301	3,594,697	700,853	(2,893,844)	(80.5%)
Measure R	140,000	940,000	558,000	(382,000)	(40.6%)
Air Quality Improvement	63,867	63,665	231,400	167,735	263.5%
Intergovernmental Grants	2,016,443	12,521,424	4,780,102	(7,741,322)	(61.8%)
Comm Develop Block Grant	357,211	569,843	379,266	(190,577)	(33.4%)
Housing Authority	5,537,160	5,555,682	6,128,360	572,678	10.3%
Narcotic Forfeiture and Seizure	64,890	180,859	64,890	(115,969)	(64.1%)
Subdivision Park Trust	75,000	232,635	210,000	(22,635)	(9.7%)
Disaster Recovery	17,060	17,060	17,060	-	0.0%
Capital Projects	1,587,727	5,779,880	1,543,924	(4,235,956)	(73.3%)
Harbor Tidelands	6,596,224	12,106,995	5,835,573	(6,271,422)	(51.8%)
Harbor Uplands	4,243,162	5,539,929	4,726,457	(813,472)	(14.7%)
Solid Waste	3,520,266	3,734,153	3,507,018	(227,135)	(6.1%)
Wastewater	1,840,651	7,276,247	2,047,063	(5,229,184)	(71.9%)
Transit	2,988,426	3,451,656	3,643,449	191,793	5.6%
Self-Insurance Program	4,336,439	4,537,077	4,344,850	(192,227)	(4.2%)
Vehicle Replacement	1,699,958	2,083,068	2,130,532	47,464	2.3%
Building Occupancy	2,824,753	2,798,576	2,806,874	8,298	0.3%
Information Technology	2,635,255	2,759,529	2,848,718	89,189	3.2%
Printing and Graphics	332,349	292,748	296,028	3,280	1.1%
Emergency Communications	2,472,025	3,223,407	2,468,893	(754,514)	(23.4%)
Total Before Adjustments	**116,580,672**	**149,936,854**	**120,454,611**	(29,482,243)	(19.7%)
Less: Internal Svc Funds/Overhead	22,749,208	20,523,090	20,536,409	13,319	0.1%
Total City	**93,831,464**	**129,413,764**	**99,918,202**	(29,495,562)	(22.8%)
Redevelopment Agency	7,846,712	7,317,474	7,207,572	(109,902)	(1.5%)
Grand Total	**101,678,176**	**136,731,238**	**107,125,774**	(29,605,464)	(21.7%)

THIS PAGE LEFT INTENTIONALLY BLANK

APPROPRIATIONS SUMMARY BY DEPARTMENT / BY FUND
FISCAL YEAR 2011-2012

Fund	Mayor & City Council	City Clerk	City Treasurer	City Attorney	City Manager	Information Technology	Human Resources	Financial Services	Police
General Fund	618,749	795,799	433,193	2,099,599	1,515,391	-	568,592	2,649,165	28,272,383
Traffic Congestion Relief	-	-	-	-	-	-	-	-	-
State Gas Tax	-	-	-	-	-	-	-	-	-
Storm Drain Improvement	-	-	-	-	-	-	-	-	-
St. Landscaping & Lighting	-	-	-	-	-	-	-	-	-
Local Transportation Tax	-	-	-	-	-	-	-	-	-
Proposition A	-	-	-	-	-	-	-	-	-
Proposition C	-	-	-	-	-	-	-	-	-
Measure R	-	-	-	-	-	-	-	-	-
Air Quality Improvement	-	-	-	-	-	-	-	-	-
Intergovernmental Grants	-	-	-	-	-	-	-	-	23,220
Comm. Develop. Block Grant	-	-	-	-	-	-	-	-	-
Housing Authority	-	-	-	-	-	-	-	-	-
Parks & Recreation Facilities	-	-	-	-	-	-	-	-	-
Narcotic Forfeiture & Seizure	-	-	-	-	-	-	-	-	64,890
Subdivision Park Trust	-	-	-	-	-	-	-	-	-
Disaster Recovery	-	-	-	-	-	-	-	-	-
CalPERS Reserve	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Harbor Tidelands	7,137	-	-	245,114	-	-	-	-	-
Harbor Uplands	13,381	-	-	171,780	-	-	-	-	1,435,810
Solid Waste	-	-	-	-	-	-	-	-	-
Wastewater	-	-	-	-	-	-	-	-	-
Transit	-	-	-	-	-	-	-	-	-
Self-Insurance Program	-	-	-	-	-	-	4,344,850	-	-
Vehicle Replacement	-	-	-	-	-	-	-	-	-
Building Occupancy	-	-	-	-	-	-	-	-	-
Information Technology	-	-	-	-	15,000	2,833,718	-	-	-
Printing & Graphics	-	-	-	-	-	-	-	296,028	-
Emergency Communications	-	-	-	-	-	-	-	-	2,468,893
Major Facilities Repair	-	-	-	-	-	-	-	-	-
Redevelopment Agency Admin	10,550	-	-	132,150	178,051	-	-	113,197	176,807
Department Total	649,817	795,799	433,193	2,648,643	1,708,442	2,833,718	4,913,442	3,058,390	32,442,003

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 2011-2012

Fire	Public Library	Recreation & Comm Svcs	Planning	Engineering & Bldg Svcs	Harb, Business & Transit	Public Works	Capital Improv Projects	For Total City*	Total City
14,026,630	3,476,722	5,087,651	976,486	2,847,572	169,022	3,628,402	-	(6,043,904)	61,121,452
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	1,401,885	-	-	1,401,885
-	-	-	-	-	-	-	30,000	-	30,000
-	-	-	-	86,944	-	2,472,116	-	-	2,559,060
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	192	661	-	700,000	-	700,853
-	-	-	-	-	-	-	558,000	-	558,000
-	-	-	-	-	231,400	-	-	-	231,400
48,000	-	-	-	-	1,845,760	95,393	2,767,729	-	4,780,102
-	-	379,266	-	-	-	-	-	-	379,266
-	-	6,128,360	-	-	-	-	-	-	6,128,360
-	-	-	-	-	-	-	29,000	-	29,000
-	-	-	-	-	-	-	-	-	64,890
-	-	-	-	-	-	-	210,000	-	210,000
17,060	-	-	-	-	-	-	-	-	17,060
-	-	-	-	-	-	-	-	-	-
-	-	-	-	125,424	-	-	1,418,500	-	1,543,924
1,667,889	-	515,402	-	5,459	1,133,598	1,770,974	490,000	-	5,835,573
-	-	23,550	-	5,355	1,078,124	1,473,457	525,000	-	4,726,457
247,786	-	-	-	-	-	3,259,232	-	-	3,507,018
-	-	-	-	1,176,013	-	871,050	-	(18,771)	2,028,292
-	-	-	-	-	3,643,449	-	-	-	3,643,449
-	-	-	-	-	-	-	-	(3,592,983)	751,867
-	-	-	-	-	-	2,130,532	-	(2,850,862)	(720,330)
-	-	-	-	-	-	2,806,874	-	(2,343,749)	463,125
-	-	-	-	-	-	-	-	(2,760,249)	88,469
-	-	-	-	-	-	-	-	(238,588)	57,440
-	-	-	-	-	-	-	-	(2,687,303)	(218,410)
-	-	-	-	-	-	-	-	-	-
-	-	956,849	-	-	419,803	-	-	(1,987,407)	-
16,007,365	3,476,722	13,091,078	976,486	4,246,959	8,521,817	19,909,915	6,728,229	(22,523,816)	99,918,202

APPROPRIATIONS SUMMARY BY DEPARTMENT / BY EXPENDITURE TYPE

FISCAL YEAR 2011-2012

Department	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total [1]
Mayor and City Council	355,702	166,433	127,682	-	**649,817**
City Clerk	606,047	95,353	94,399	-	**795,799**
City Treasurer	349,976	49,020	34,197	-	**433,193**
City Attorney	1,627,379	807,333	213,931	-	**2,648,643**
City Manager	765,648	799,479	143,315	-	**1,708,442**
Information Technology	818,085	1,365,350	323,283	327,000	**2,833,718** [2]
Human Resources	457,299	4,355,719	100,424	-	**4,913,442** [2]
Financial Services	1,595,841	1,158,878	303,671	-	**3,058,390** [2]
Police	23,131,763	1,294,450	8,015,790	-	**32,442,003** [2]
Fire	12,457,140	457,491	3,092,734	-	**16,007,365**
Public Library	1,787,079	414,634	1,275,009	-	**3,476,722**
Recreation & Community Svcs	3,193,178	7,490,762	2,407,138	-	**13,091,078**
Planning	751,131	55,479	169,876	-	**976,486**
Engineering & Building Svcs	2,572,306	1,130,953	543,700	-	**4,246,959**
Harbor, Business & Transit	789,528	4,530,071	920,018	2,282,200	**8,521,817**
Public Works	8,174,727	8,232,681	3,008,096	494,411	**19,909,915** [2]
Total Before Adjustments	**59,432,829**	**32,404,086**	**20,773,263**	**3,103,611**	**115,713,789**
Less: Internal Svc Funds/Overhead	(133,887)	-	(20,402,522)	-	**(20,536,409)** [2]
Redevelopment Admin.	(767,448)	(849,218)	(370,741)	-	**(1,987,407)**
Total Operating	**58,531,494**	**31,554,868**	**-**	**3,103,611**	**93,189,973** [2]
Capital Improvements	-	-	-	6,728,229	**6,728,229**
Total City	**58,531,494**	**31,554,868**	**-**	**9,831,840**	**99,918,202** [2]
Total Redevelopment Agency	**767,448**	**5,198,701**	**1,241,423**	**-**	**7,207,572**

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 2011-12

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
General Fund							
Mayor & City Council	Mayor & City Council	333,179	166,433	119,137	-	-	618,749
City Clerk Administration	City Clerk	606,047	92,323	91,630	-	-	790,000
Elections	City Clerk	-	3,030	2,769	-	-	5,799
City Treasurer	City Treasurer	349,976	49,020	34,197	-	-	433,193
General Legal Administration	City Attorney	845,218	323,484	134,073	-	-	1,302,775
Prosecution	City Attorney	619,115	112,166	65,543	-	-	796,824
City Manager	City Manager	622,494	799,479	93,418	-	-	1,515,391
Employee Relations	Human Resources	273,188	225,040	70,364	-	-	568,592
Financial Services	Financial Services	1,381,699	1,058,978	208,488	-	-	2,649,165
Police Administration	Police	1,595,522	77,980	366,336	-	-	2,039,838
Patrol	Police	12,485,251	377,907	4,711,194	-	-	17,574,352
Investigations	Police	3,329,229	168,240	1,126,483	-	-	4,623,952
Management Services	Police	1,303,167	114,060	385,146	-	-	1,802,373
Administrative Services	Police	1,380,604	257,380	593,884	-	-	2,231,868
Fire Administration	Fire	444,779	45,280	275,135	-	-	765,194
Fire Prevention	Fire	563,073	13,781	263,296	-	-	840,150
Fire Operations	Fire	9,654,173	201,390	1,856,155	-	-	11,711,718
Fire Special Services	Fire	354,552	25,210	329,806	-	-	709,568
Public Library	Public Library	1,787,079	414,634	1,275,009	-	-	3,476,722
Rec & Comm Svcs Administration	Rec. & Comm. Svcs	186,414	83,634	76,789	-	-	346,837
Recreation Services	Rec. & Comm. Svcs	1,036,391	696,971	1,132,021	-	-	2,865,383
Cultural & Performing Arts	Rec. & Comm. Svcs	580,691	168,032	663,399	-	-	1,412,122
Senior & Family Services	Rec. & Comm. Svcs	175,150	80,520	207,639	-	-	463,309
Planning Services	Planning	650,788	48,903	142,220	-	-	841,911
Code Enforcement	Planning	100,343	6,576	27,656	-	-	134,575
Engineering Services	Eng. & Building Svcs	731,928	317,589	284,294	-	-	1,333,811
Building Services	Eng. & Building Svcs	1,231,270	46,591	235,900	-	-	1,513,761
Business	Harbor, Bus. & Transit	4,387	130,941	19,123	-	-	154,451
Transit	Harbor, Bus. & Transit	2,777	8,270	3,524	-	-	14,571
Public Works Administration	Public Works	228,319	19,630	157,057	-	-	405,006
Sewer/Storm Drain Maintenance	Public Works	89,199	49,800	47,595	-	-	186,594
Street Maintenance	Public Works	474,283	10,652	530,455	-	-	1,015,390
Parks Maintenance	Public Works	1,132,705	448,248	440,459	-	-	2,021,412
Total General Fund		44,552,990	6,642,172	15,970,194	-	-	67,165,356

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
State Gas Tax Fund							
Street Maintenance	Public Works	715,756	342,370	343,759	-	-	1,401,885
Total State Gas Tax Fund		715,756	342,370	343,759	-	-	1,401,885
Storm Drain Improvement Fund							
Storm Drain System Improvements	Capital Improvements	-	-	-	-	30,000	30,000
Total Storm Drain Improvement Fund		-	-	-	-	30,000	30,000
St Landscaping & Lighting Fund							
Engineering Services	Eng. & Building Svcs	52,372	30,000	4,572	-	-	86,944
Public Works Administration	Public Works	41,972	-	5,574	-	-	47,546
Street Maintenance	Public Works	343,249	926,909	100,233	-	-	1,370,391
Parks Maintenance	Public Works	573,203	337,231	143,745	-	-	1,054,179
Total St Landscaping & Lighting Fund		1,010,796	1,294,140	254,124	-	-	2,559,060
Proposition C Fund							
Engineering Services	Eng. & Building Svcs	-	-	192	-	-	192
Transit	Harbor, Bus. & Transit	-	-	661	-	-	661
MBB Resurfacing - RB Avenue to Inglewood Avenue	Capital Improvements	-	-	-	-	700,000	700,000
Total Proposition C Fund		-	-	853	-	700,000	700,853
Measure R Fund							
Bicycle Transp Plan Implementation	Capital Improvements	-	-	-	-	58,000	58,000
Residential Street Rehab	Capital Improvements	-	-	-	-	500,000	500,000
Total Measure R Fund		-	-	-	-	558,000	558,000
Air Quality Improvement Fund							
Transit	Harbor, Bus. & Transit	20,972	43,650	4,384	162,394	-	231,400
Total Air Quality Improvement Fund		20,972	43,650	4,384	162,394	-	231,400

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Intergovernmental Grants Fund							
Patrol	Police	23,220	-	-	-	-	23,220
Fire Operations	Fire	-	48,000	-	-	-	48,000
Transit	Harbor, Bus. & Transit	-	-	-	1,845,760	-	1,845,760
Parks Maintenance	Public Works	70,393	-	-	-	-	70,393
Fleet Services	Public Works	-	-	-	25,000	-	25,000
La Paz Parkette	Capital Improvements	-	-	-	-	50,000	50,000
Perry Park Playground Equipment	Capital Improvements	-	-	-	-	100,000	100,000
Bus Bench and Shelter Replacement	Capital Improvements	-	-	-	-	228,229	228,229
Artesia/Aviation EB Right Turn Lane	Capital Improvements	-	-	-	-	22,000	22,000
Artesia/Aviation NB Right Turn Lane	Capital Improvements	-	-	-	-	847,000	847,000
Palos Verdes Blvd/PCH WB Turn lane	Capital Improvements	-	-	-	-	32,000	32,000
PCH Study Recommendations	Capital Improvements	-	-	-	-	1,400,000	1,400,000
PCH/Torrance NB Right Turn Lane	Capital Improvements	-	-	-	-	58,500	58,500
MBB/Inglewood EB Right Turn Lane	Capital Improvements	-	-	-	-	30,000	30,000
Total Intergovernmental Grants Fund		93,613	48,000	-	1,870,760	2,767,729	4,780,102
Community Development Block Grant (CDBG) Fund							
Comm Dev Block Grant	Rec. & Comm. Svcs	150,104	164,601	64,561	-	-	379,266
Total Comm Dev Block Grant (CDBG) Fund		150,104	164,601	64,561	-	-	379,266
Housing Authority Fund							
Housing Authority	Rec. & Comm. Svcs	396,154	5,617,800	114,406	-	-	6,128,360
Total Housing Authority Fund		396,154	5,617,800	114,406	-	-	6,128,360
Parks & Recreation Facilities Fund							
North Redondo Park Development	Capital Improvements	-	-	-	-	29,000	29,000
Total Parks & Recreation Facilities Fund		-	-	-	-	29,000	29,000
Narcotic Forfeiture & Seizure Fund							
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
Total Narcotic Forfeiture & Seizure Fund		-	64,890	-	-	-	64,890

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Subdivision Park Trust Fund							
Veterans Park Community Center HVAC	Capital Improvements	-	-	-	-	145,000	145,000
North Redondo Park Development	Capital Improvements	-	-	-	-	65,000	65,000
Total Subdivision Park Trust Fund		-	-	-	-	210,000	210,000
Disaster Recovery Fund							
Fire Special Services	Fire	-	17,060	-	-	-	17,060
Total Disaster Recovery Fund		-	17,060	-	-	-	17,060
Capital Projects Fund							
Engineering Services	Eng. & Building Svcs	125,424	-	-	-	-	125,424
Comprehensive City Identity Program	Capital Improvements	-	-	-	-	100,000	100,000
Path of History	Capital Improvements	-	-	-	-	14,000	14,000
Council Chambers Entry Major Repair	Capital Improvements	-	-	-	-	25,000	25,000
City Parking Lot Safety and ADA Improvements	Capital Improvements	-	-	-	-	150,000	150,000
Fire Station 1 Roof Repairs	Capital Improvements	-	-	-	-	144,000	144,000
Planning HVAC	Capital Improvements	-	-	-	-	83,000	83,000
Police Department Jail Plumbing	Capital Improvements	-	-	-	-	68,500	68,500
Veterans Park Community Center HVAC	Capital Improvements	-	-	-	-	45,000	45,000
Alta Vista Tennis Court Lights	Capital Improvements	-	-	-	-	69,000	69,000
North Redondo Park Development	Capital Improvements	-	-	-	-	100,000	100,000
Preventative Maintenance - Alleys, Sidewalks	Capital Improvements	-	-	-	-	50,000	50,000
Traffic Calming Improvements	Capital Improvements	-	-	-	-	50,000	50,000
Riviera Village Streetscape Improvements	Capital Improvements	-	-	-	-	100,000	100,000
Annual Roadway Maintenance	Capital Improvements	-	-	-	-	250,000	250,000
Storm Drain System Improvements	Capital Improvements	-	-	-	-	170,000	170,000
Total Capital Projects Fund		125,424	-	-	-	1,418,500	1,543,924
Harbor Tidelands Fund							
Mayor & City Council	Mayor & City Council	5,100	-	2,037	-	-	7,137
General Legal Administration	City Attorney	46,655	194,495	3,964	-	-	245,114
Fire Operations	Fire	1,283,513	92,910	291,466	-	-	1,667,889
Recreation Administration	Rec. & Comm. Svcs	23,550	-	-	-	-	23,550
Recreation Services	Rec. & Comm. Svcs	251,472	143,670	96,710	-	-	491,852
Engineering Services	Eng & Building Svcs	4,700	-	759	-	-	5,459
Harbor	Harbor, Bus. & Transit	145,804	785,783	202,011	-	-	1,133,598
Harbor/Pier Maintenance	Public Works	992,054	581,790	197,130	-	-	1,770,974
Pier Parking Structure Repairs	Capital Improvements	-	-	-	-	75,000	75,000
Pier Revitalization	Capital Improvements	-	-	-	-	200,000	200,000

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Harbor Tidelands Fund (Cont)							
Galveston Wall Repair	Capital Improvements	-	-	-	-	140,000	140,000
Waterside Signage	Capital Improvements	-	-	-	-	75,000	75,000
Total Harbor Tidelands Fund		2,752,848	1,798,648	794,077	-	490,000	5,835,573
Harbor Uplands Fund							
Mayor & City Council	Mayor & City Council	11,500	-	1,881	-	-	13,381
General Legal Administration	City Attorney	46,655	121,188	3,937	-	-	171,780
Patrol	Police	759,551	9,310	305,133	-	-	1,073,994
Investigations	Police	197,215	-	46,773	-	-	243,988
Administrative Services	Police	94,854	-	22,974	-	-	117,828
Recreation Administration	Rec. & Comm. Svcs	23,550	-	-	-	-	23,550
Engineering Services	Eng & Building Svcs	4,700	-	655	-	-	5,355
Harbor	Harbor, Bus. & Transit	145,782	609,933	322,409	-	-	1,078,124
Harbor/Pier Maintenance	Public Works	732,481	512,720	228,256	-	-	1,473,457
Pier Parking Structure Repairs	Capital Improvements	-	-	-	-	225,000	225,000
Pier Revitalization	Capital Improvements	-	-	-	-	200,000	200,000
Pier Parking Fire Main Repairs	Capital Improvements	-	-	-	-	100,000	100,000
Total Harbor Uplands Fund		2,016,288	1,253,151	932,018	-	525,000	4,726,457
Solid Waste Fund							
Patrol	Police	-	-	-	-	-	-
Fire Prevention	Fire	157,050	13,860	76,876	-	-	247,786
Public Works Administration	Public Works	83,363	12,000	7,379	-	-	102,742
Solid Waste/Recycling	Public Works	393,921	2,452,519	152,622	-	-	2,999,062
Parks Maintenance	Public Works	141,882	-	15,546	-	-	157,428
Total Solid Waste Fund		776,216	2,478,379	252,423	-	-	3,507,018
Wastewater Fund							
Engineering Services	Eng. & Building Svcs	421,912	736,773	17,328	-	-	1,176,013
Public Works Administration	Public Works	68,417	-	8,507	-	-	76,924
Sewer/Storm Drain Maintenance	Public Works	488,799	142,070	163,257	-	-	794,126
Total Wastewater Fund		979,128	878,843	189,092	-	-	2,047,063
Transit Fund							
Transit	Harbor, Bus. & Transit	359,119	2,801,810	208,474	274,046	-	3,643,449
Total Transit Fund		359,119	2,801,810	208,474	274,046	-	3,643,449

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Self-Insurance Program Fund							
Risk Management	Human Resources	184,111	4,130,679	30,060	-	-	4,344,850
Total Self-Insurance Program Fund		184,111	4,130,679	30,060	-	-	4,344,850
Vehicle Replacement Fund							
Fleet Services	Public Works	450,800	1,052,250	158,071	469,411	-	2,130,532
Total Vehicle Replacement Fund		450,800	1,052,250	158,071	469,411	-	2,130,532
Building Occupancy Fund							
Building Occupancy	Public Works	1,153,931	1,344,492	308,451	-	-	2,806,874
Total Building Occupancy Fund		1,153,931	1,344,492	308,451	-	-	2,806,874
Information Technology Fund							
City Manager	City Manager	15,000	-	-	-	-	15,000
Information Technology	Information Technology	818,085	1,365,350	323,283	327,000	-	2,833,718
Total Information Technology Fund		833,085	1,365,350	323,283	327,000	-	2,848,718
Printing & Graphics Fund							
Printing & Graphics	Financial Services	130,896	99,900	65,232	-	-	296,028
Total Printing & Graphics Fund		130,896	99,900	65,232	-	-	296,028
Emergency Communications Fund							
Administrative Services	Police	1,963,150	116,683	389,060	-	-	2,468,893
Total Emergency Communications Fund		1,963,150	116,683	389,060	-	-	2,468,893
Less Internal Service Funds / Overhead		(133,887)	-	(20,402,522)	-		(20,536,409)
TOTAL CITY		58,531,494	31,554,868	-	3,103,611	6,728,229	99,918,202

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Redevelopment Agency Admin							
Mayor & City Council	Mayor & City Council	5,923	-	4,627	-	-	10,550
General Legal Administration	City Attorney	69,736	56,000	6,414	-	-	132,150
City Manager	City Manager	128,154	-	49,897	-	-	178,051
Financial Services	Financial Services	83,246	-	29,951	-	-	113,197
Patrol	Police	-	108,000	68,807	-	-	176,807
Recreation Administration	Rec. & Comm. Svcs	52,078	-	-	-	-	52,078
Housing Authority	Rec. & Comm. Svcs	162,393	10,000	18,862	-	-	191,255
Comm Dev Block Grant	Rec. & Comm. Svcs	155,231	525,534	32,751	-	-	713,516
Business	Harbor, Bus. & Transit	110,687	149,684	159,432	-	-	419,803
Total Redevelopment Agency Admin		767,448	849,218	370,741	-	-	1,987,407

FIVE-YEAR OVERVIEW OF DEPARTMENTAL APPROPRIATIONS
FISCAL YEARS 2007-08 TO 2011-12

Department	Actual 2007-08 [1]	Actual 2008-09 [1]	Actual 2009-10 [1]	Midyear 2010-11 [1]	Adopted 2011-12 [1]
Mayor and City Council	559,842	656,994	560,243	636,705	649,817
City Clerk	684,835	924,658	826,977	1,064,195	795,799
City Treasurer	767,293	676,367	425,123	429,973	433,193
City Attorney	2,163,658	2,509,179	2,390,349	3,327,018	2,648,643
City Manager	2,120,006	1,869,622	1,802,280	1,796,268	1,708,442
Information Technology	2,618,995 [2]	2,995,795 [2]	2,610,472 [2]	2,759,529 [2]	2,833,718 [2]
Human Resources	6,345,508 [2]	3,862,466 [2]	2,308,569 [2]	5,172,806 [2]	4,913,442 [2]
Financial Services	2,268,247 [2]	2,488,853 [2]	2,337,561 [2]	3,139,170 [2]	3,058,390 [2]
Police	30,918,143	32,664,554	31,732,660 [2]	32,755,935 [2]	32,442,003 [2]
Fire	15,998,925	16,810,054	16,639,258	15,782,056	16,007,365
Public Library	3,933,256	3,817,797	3,703,419	3,439,344	3,476,722
Recreation and Community Services	15,103,568	14,048,293	14,332,288	12,882,117	13,091,078
Planning	1,526,135	1,529,113	1,069,760	1,088,633	976,486
Engineeering and Buillding Services	4,414,017	4,463,907	3,817,167	4,122,789	4,246,959
Harbor, Business and Transit	5,437,891	6,160,230	5,625,495	6,471,140	8,521,817
Public Works	20,526,473 [2]	20,971,536 [2]	20,256,006 [2]	20,538,107 [2]	19,909,915 [2]
Total Before Adjustments	**115,386,792** [2]	**116,449,418** [2]	**110,437,627** [2]	**115,405,785** [2]	**115,713,789** [2]
Less: Internal Svcs Funds/Overhead	(21,157,249) [2]	(22,176,674) [2]	(22,669,106) [2]	(20,523,090) [2]	(20,536,409) [2]
Redevelopment Admin.	(1,347,471)	(1,450,638)	(1,703,322)	(2,153,774)	(1,987,407)
Total Operating	**92,882,072** [2]	**92,822,106** [2]	**86,065,199** [2]	**92,728,921** [2]	**93,189,973** [2]
Capital Improvements	4,908,952	5,633,145	11,884,939	36,684,843	6,728,229
Total City	**97,791,024** [2]	**98,455,251** [2]	**97,950,138** [2]	**129,413,764** [2]	**99,918,202** [2]
Total Redevelopment Agency	**35,992,039**	**10,038,848**	**6,775,638**	**6,868,187**	**6,621,634**

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 2007-08 TO 2011-12

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
General	67,932,254	70,177,471	66,913,212	67,416,719	67,165,356
Traffic Congestion Relief	-	800,557	614,443	660,022	-
State Gas Tax	1,351,336	1,260,623	1,238,386	1,680,498	1,401,885
Storm Drain Improvement	47	(287,254)	464,955	323,556	30,000
Street Landscaping and Lighting	2,295,749	2,441,440	2,539,174	2,522,964	2,559,060
Local Transportation Tax	142,505	38,092	6,035	73,965	-
Proposition C	1,236,666	587,528	807,484	3,594,697	700,853
Measure R	-	-	-	940,000	558,000
Air Quality Improvement	51,887	96,702	43,488	63,665	231,400
Intergovernmental Grants	2,212,995	1,928,887	4,069,133	12,521,424	4,780,102
South Bay Youth Project	830,355	18,709	-	-	-
Comm Develop Block Grant	637,175	465,686	400,368	569,843	379,266
Workforce Investment Act	542,216	21,565	2,374	-	-
Housing Authority	6,357,787	6,476,784	6,533,347	5,555,682	6,128,360
Parks and Recreation Facilities	351,141	79,237	203,608	-	29,000
Narcotic Forfeiture and Seizure	54,717	100,296	104,199	180,859	64,890
Subdivision Park Trust	130,404	401,069	441,467	232,635	210,000
Disaster Recovery	111,213	102,581	68,933	17,060	17,060
Capital Projects	870,794	2,455,032	5,413,925	5,779,880	1,543,924
Harbor Tidelands	5,075,576	5,360,523	5,372,720	12,106,995	5,835,573
Harbor Uplands	5,416,026	5,288,346	4,441,227	5,539,929	4,726,457
Solid Waste	3,129,338	3,228,499	3,364,549	3,734,153	3,507,018
Wastewater	1,797,724	2,092,247	2,207,317	7,276,247	2,047,063
Transit	2,638,268	3,064,326	2,984,417	3,451,656	3,643,449
Self-Insurance Program	5,044,359	3,190,673	2,029,976	4,537,077	4,344,850
Vehicle Replacement	2,493,014	2,523,680	2,402,471	2,083,068	2,130,532
Building Occupancy	2,946,002	2,827,082	2,457,038	2,798,576	2,806,874
Information Technology	2,618,995	2,995,795	2,610,472	2,759,529	2,848,718
Printing and Graphics	351,530	380,377	308,868	292,748	296,028
Emergency Communications	2,328,200	2,515,372	2,575,658	3,223,407	2,468,893
Total Before Adjustments	**118,948,273**	**120,631,925**	**120,619,244**	**149,936,854**	**120,454,611**
Less: Internal Svc Funds/Overhead	21,157,249	22,176,674	22,669,106	20,523,090	20,536,409
Total City	**97,791,024**	**98,455,251**	**97,950,138**	**129,413,764**	**99,918,202**
Redevelopment Agency	35,992,039	10,038,848	6,775,638	6,868,187	6,621,634
Grand Total	**133,783,063**	**108,494,099**	**104,725,776**	**136,281,951**	**106,539,836**

HARBOR ENTERPRISE FUNDS SUMMARY
BY DEPARTMENT/BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Harbor Funds	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total
Harbor Tidelands:					
Department:					
Mayor & City Council	5,100	-	2,037	-	**7,137**
City Attorney	46,655	194,495	3,964	-	**245,114**
Fire	1,283,513	92,910	291,466	-	**1,667,889**
Recreation & Community Services	275,022	143,670	96,710	-	**515,402**
Engineering & Building Services	4,700	-	759	-	**5,459**
Harbor, Business & Transit	145,804	785,783	202,011	-	**1,133,598**
Public Works	992,054	581,790	197,130	-	**1,770,974**
Total Operating	**3,027,870**	**1,942,318**	**890,787**	**-**	**5,345,573**
Capital Improvements	**-**	**-**	**-**	**490,000**	**490,000**
Total Harbor Tidelands Fund	**3,027,870**	**1,942,318**	**890,787**	**490,000**	**5,835,573**
Harbor Uplands:					
Department:					
Mayor & City Council	11,500	-	1,881	-	**13,381**
City Attorney	46,655	121,188	3,937	-	**171,780**
Police	1,051,620	9,310	374,880	-	**1,435,810**
Recreation & Community Services	23,550	-	-	-	**23,550**
Engineering & Building Services	4,700	-	655	-	**5,355**
Harbor, Business & Transit	145,782	609,933	322,409	-	**1,078,124**
Public Works	732,481	512,720	228,256	-	**1,473,457**
Total Operating	**2,016,288**	**1,253,151**	**932,018**	**-**	**4,201,457**
Capital Improvements	**-**	**-**	**-**	**525,000**	**525,000**
Total Harbor Uplands Fund	**2,016,288**	**1,253,151**	**932,018**	**525,000**	**4,726,457**
Total Harbor Enterprise:					
Department:					
Mayor & City Council	16,600	-	3,918	-	**20,518**
City Attorney	93,310	315,683	7,901	-	**416,894**
Police	1,051,620	9,310	374,880	-	**1,435,810**
Fire	1,283,513	92,910	291,466	-	**1,667,889**
Recreation & Community Services	251,472	143,670	96,710	-	**538,952**
Engineering & Building Services	9,400	-	1,414	-	**10,814**
Harbor, Business & Transit	291,586	1,395,716	524,420	-	**2,211,722**
Public Works	1,724,535	1,094,510	425,386	-	**3,244,431**
Total Operating	**4,722,036**	**3,051,799**	**1,726,095**	**-**	**9,547,030**
Capital Improvements	**-**	**-**	**-**	**1,015,000**	**1,015,000**
Total Harbor Enterprise Funds	**4,722,036**	**3,051,799**	**1,726,095**	**1,015,000**	**10,562,030**

SOLID WASTE ENTERPRISE FUND SUMMARY
BY DEPARTMENT/BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Solid Waste Fund	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total
Department:					
Police	-	-	-	-	-
Fire	157,050	13,860	76,876	-	**247,786**
Public Works	619,166	2,464,519	175,547	-	**3,259,232**
Total Operating	**776,216**	**2,478,379**	**252,423**	-	**3,507,018**
Capital Improvements	-	-	-	-	-
Total Solid Waste Fund	**776,216**	**2,478,379**	**252,423**	-	**3,507,018**

WASTEWATER ENTERPRISE FUND SUMMARY
BY DEPARTMENT/BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Wastewater Fund	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total
Department:					
Engineering & Building Services	421,912	736,773	17,328	-	1,176,013
Public Works	557,216	142,070	171,764	-	871,050
Total Operating	**979,128**	**878,843**	**189,092**	**-**	**2,047,063**
Capital Improvements	**-**	**-**	**-**	**-**	**-**
Total Wastewater Fund	**979,128**	**878,843**	**189,092**	**-**	**2,047,063**

TRANSIT ENTERPRISE FUND SUMMARY
BY DEPARTMENT/BY EXPENDITURE TYPE
FISCAL YEAR 2011-12

Transit Fund	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total
Department:					
Harbor, Business and Transit	359,119	2,801,810	208,474	274,046	**3,643,449**
Total Operating	**359,119**	**2,801,810**	**208,474**	**274,046**	**3,643,449**
Capital Improvements	-	-	-	-	-
Total Transit Fund	**359,119**	**2,801,810**	**208,474**	**274,046**	**3,643,449**

CITYWIDE ALLOCATED COSTS
BY DEPARTMENT/BY ALLOCATION TYPE
FISCAL YEAR 2011-12

Department	Unem-ployment	Vehicle Maint	Vehicle Replace	IT Maint	IT Replace	Comm. Equip Replace	Emergency Comm	Workers' Comp
Mayor & City Council	2,184	-	-	19,116	6,036	-	-	1,354
City Clerk	1,248	-	-	44,411	22,379	-	-	3,408
City Treasurer	624	-	-	12,705	3,292	-	-	2,430
City Attorney	2,496	-	-	60,627	14,267	-	-	17,088
City Manager	624	-	-	29,646	7,682	-	-	5,899
Information Technology	1,872	1,351	1,658	154,786	30,729	-	-	5,184
Human Resources	1,248	-	-	29,646	7,682	-	-	3,341
Financial Services	4,680	-	-	83,252	27,294	-	-	25,929
Police	48,360	607,107	391,796	623,697	195,736	270,888	1,980,311	629,842
Fire	19,656	259,910	380,236	229,917	59,659	139,423	254,793	279,812
Public Library	4,368	-	-	334,370	83,259	-	-	16,695
Rec & Comm Services	7,176	7,540	5,430	187,188	51,032	-	-	27,345
Planning	1,878	4,835	2,978	45,946	11,545	-	-	17,128
Eng & Building Services	7,482	39,171	25,552	129,030	45,324	-	-	16,124
Harbor, Business & Transit	1,872	23,570	51,327	45,252	14,809	-	-	18,034
Public Works	29,640	582,325	468,645	127,170	36,629	41,888	-	233,502
Total Allocated Costs	**135,408**	**1,525,809**	**1,327,622**	**2,156,759**	**617,354**	**452,199**	**2,235,104**	**1,303,115**

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

CITYWIDE ALLOCATION COSTS
BY DEPARTMENT/BY ALLOCATION TYPE
FISCAL FY 2011-12

Department	Liability Insurance	Building Occupancy	Major Fac Repr	Printing & Graphics	Sewer Fee	Overhead Charges	Total
Mayor and City Council	16,212	23,543	797	3,699	151	56,774	**129,866**
City Clerk	13,091	6,010	204	2,114	40	2,742	**95,647**
City Treasurer	9,944	4,534	154	1,057	81	-	**34,821**
City Attorney	28,669	13,131	445	4,757	81	74,866	**216,427**
City Manager	32,565	16,150	547	2,114	101	48,611	**143,939**
Information Technology	45,065	35,878	727	3,223	141	44,541	**325,155**
Human Resources	22,668	11,024	373	2,113	71	23,506	**101,672**
Financial Services	77,918	38,236	1,295	8,402	141	41,204	**308,351**
Police	540,634	300,169	2,816	82,966	1,138	2,388,690	**8,064,150**
Fire	55,697	149,391	3,557	34,347	588	1,245,404	**3,112,390**
Public Library	335,809	378,973	25,431	7,398	3,097	89,977	**1,279,377**
Recreation and Community Services	184,972	1,067,082	24,430	13,739	11,998	826,382	**2,414,314**
Planning	20,532	9,860	333	3,710	131	52,878	**171,754**
Engineering and Building Services	57,405	28,413	963	12,143	171	189,404	**551,182**
Harbor, Business and Transit	402,303	21,652	43,720	4,227	160	294,964	**921,890**
Public Works	318,842	135,512	3,076	56,014	705	1,003,788	**3,037,736**
Total Allocated Costs	**2,162,326**	**2,239,558**	**108,868**	**242,023**	**18,795**	**6,383,731**	**20,908,671**

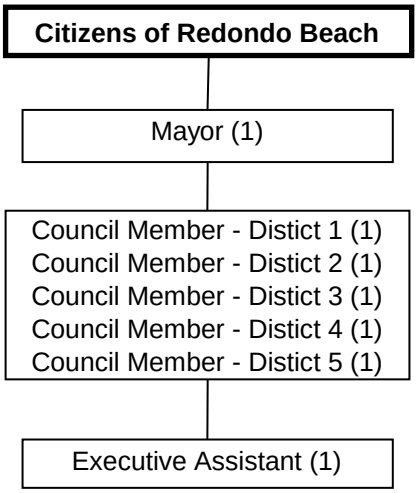
Liability Insurance
Combination of property values, cost per square foot and claims paid of the area occupied by each user department
Building Occupancy
Square footage of the area occupied by each user department
Major Facilities Repair
Square footage of the area occupied by each user department
Printing 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

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.*

MAYOR AND CITY COUNCIL
Adopted Budget - FY 2011-12



SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

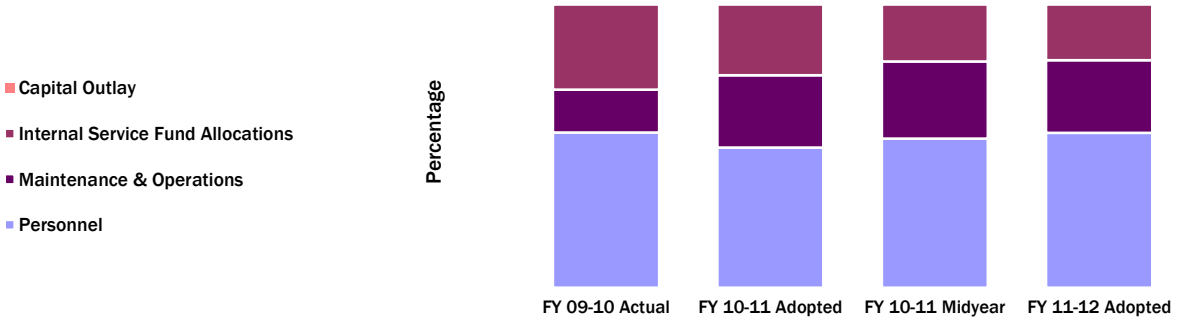
MAYOR AND CITY COUNCIL

1.00	Mayor
5.00	Council Member
1.00	Executive Assistant
7.00	

TOTAL PERSONNEL: 7.00

MAYOR AND CITY COUNCIL

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	307,166	333,771	335,500	355,702	**20,202**	**6%**
Maintenance & Operations	85,061	172,833	173,523	166,433	**(7,090)**	**(4%)**
Internal Service Fund Allocations	168,016	168,016	127,682	127,682	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**560,243**	**674,620**	**636,705**	**649,817**	**13,112**	**2%**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	522,295	657,699	617,219	618,749	**1,530**	**0%**
Harbor Tidelands	17,735	4,005	4,337	7,137	**2,800**	**65%**
Harbor Uplands	11,373	2,775	4,181	13,381	**9,200**	**220%**
Redevelopment Agency	8,840	10,141	10,968	10,550	**(418)**	**(4%)**
TOTAL	**560,243**	**674,620**	**636,705**	**649,817**	**13,112**	**2%**

MAYOR AND CITY COUNCIL

Core Service Activities

Adopted FY 2010-11 (72%) Total Staff Hours: 1,500
Adopted FY 2011-12 (72%) Total Staff Hours: 1,500

- Conduct approximately 36 regular and special public meetings to conclude public business.
- Conduct approximately 12 meetings of the Housing Authority, Parking Authority, Public Financing Authority and Redevelopment Agency.
- Participate in business meetings of regional committees and organizations of which the City is a member.
- Take action via Council resolutions or direct contact with legislators on approximately 50 State and Federal legislative issues.
- Present approximately 200 public proclamations and commendations.
- Set policy and strategically plan the City's goals and objectives, while providing leadership to ensure those goals and objectives are achieved.
- Create and enact new laws.
- 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.
- Review and enact nearly 200 resolutions and ordinances annually.
- Conduct public hearings in a quasi-judicial role.
- Provide leadership and direction to the City Manager and oversee the execution of Council policy.
- Communicate with members of the press as needed on issues of concern to Redondo Beach.
- Provide intergovernmental relations on issues of common interest between cities.
- Participate in regional and national conferences to stay current on issues and trends concerning the City.
- Lobby State and Federal legislators for funding and legislation that would benefit Redondo Beach.
- Hold monthly district meetings to maintain availability to the public.
- Coordinate neighborhood meetings to address specific issues as needed.
- Provide City representation and perform public speaking duties at community and regional events.
- Participate in Sister City and other international events that foster mutually beneficial tourism, economic development, trade and cultural activities.

MAYOR AND CITY COUNCIL

Key Projects and Assignments

Adopted FY 2010-11 (14%) Total Staff Hours: 280
Adopted FY 2011-12 (15%) Total Staff Hours: 310

	Hours
▪ Adopt a legislative platform by February 2012.	40
▪ Present the annual State of the City address to the public by March 2012.	20
▪ Adopt the Annual Budget by June 2012.	100
▪ Adopt the Five-Year Capital Improvement Program by June 2012.	100
▪ Complete appointment of community members to boards and commissions by September 2011.	20
▪ Adopt Phase 1 of the Vitality City Program by June 2012.	20
▪ Complete Emergency Preparedness Policy Training Workshop by December 2011.	10

Customer Service and Referrals

Adopted FY 2010-11 (14%) Total Staff Hours: 300
Adopted FY 2011-12 (13%) Total Staff Hours: 270

- Respond to more than 500 constituent requests annually.

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.*

CITY CLERK
Adopted Budget - FY 2011-12

City Clerk Administration

City Clerk (1)
Chief Deputy City Clerk (1)

Records Management Coordinator (1)
Office Specialist I (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

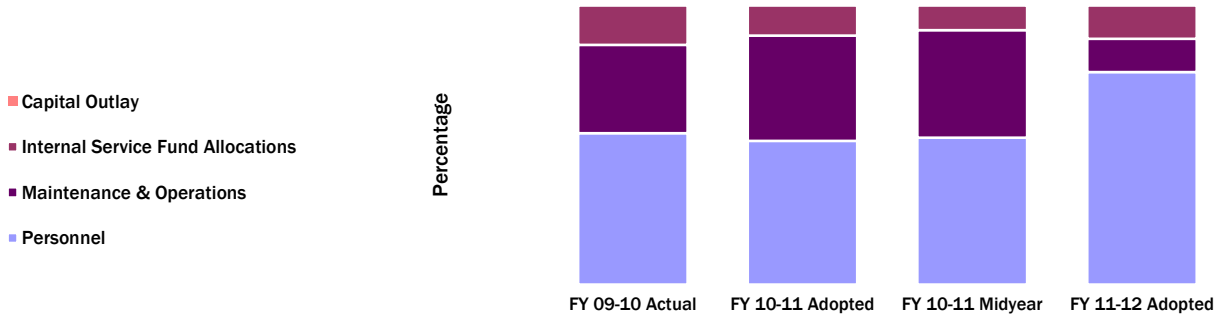
CITY CLERK

1.00	City Clerk
1.00	Chief Deputy City Clerk
1.00	Records Management Coordinator
1.00	Office Specialist I
4.00	

TOTAL PERSONNEL: 4.00

CITY CLERK

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	448,362	557,986	559,998	606,047	**46,049**	**8%**
Maintenance & Operations	262,178	407,933	409,798	95,353	**(314,445)**	**(77%)**
Internal Service Fund Allocations	116,437	116,437	94,399	94,399	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**826,977**	**1,082,356**	**1,064,195**	**795,799**	**(268,396)**	**(25%)**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	826,977	1,082,356	1,064,195	795,799	**(268,396)**	**(25%)**
TOTAL	**826,977**	**1,082,356**	**1,064,195**	**795,799**	**(268,396)**	**(25%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	445,537	475,546	477,558	606,047	**128,489**	**27%**
Maintenance & Operations	53,936	78,033	79,898	92,323	**12,425**	**16%**
Internal Service Fund Allocations	112,698	112,698	91,630	91,630	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**612,171**	**666,277**	**649,086**	**790,000**	**140,914**	**22%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	612,171	666,277	649,086	790,000	**140,914**	**22%**
TOTAL	**612,171**	**666,277**	**649,086**	**790,000**	**140,914**	**22%**

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 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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	2,825	82,440	82,440	-	**(82,440)**	**(100%)**
Maintenance & Operations	208,242	329,900	329,900	3,030	**(326,870)**	**(99%)**
Internal Service Fund Allocations	3,739	3,739	2,769	2,769	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**214,806**	**416,079**	**415,109**	**5,799**	**(409,310)**	**(99%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	214,806	416,079	415,109	5,799	**(409,310)**	**(99%)**
TOTAL	**214,806**	**416,079**	**415,109**	**5,799**	**(409,310)**	**(99%)**

CITY CLERK

Core Service Activities

Adopted FY 2010-11 (52%) Total Staff Hours: 5,463
Adopted FY 2011-12 (53%) Total Staff Hours: 4,423

- Link and post to the City website, 5 days prior to meetings, over 294 agendas.
- Prepare and post over 294 Council/commission minutes within 2 weeks or by the subsequent meeting date.
- Print and deliver approximately 1,498 agenda packets at least 5 days prior to meetings.
- Track, file, and report over 150 Annual Conflict of Interest Form 700 and 50 Semi-Annual Campaign Statement 460 in compliance with the Fair Political Practices Commission deadline.
- Maintain a legislative history of over 500,000 documents through document imaging.
- Process 75 boxes of documents for short term and permanent storage off site.
- Prepare and process approximately 110 resolutions and 12 ordinances.
- Provide contract management and insurance tracking for over 300 contracts. Notify departments of insurance certificate expiration dates in a timely manner.
- Review and prepare 40 action memos for City Attorney's response.
- Process destruction of over 4 tons of documents per year.
- Respond to over 300 public requests and Council referrals.
- Accept, review and process over 40 City commission/board applications.
- Publish 50 legal ads and review proofs from publisher.
- Prepare and print 80 Mayor's proclamations/commendations and 30 adjournments.
- Advertise, receive, and publicly open 40 bids for departments.
- Review over 7,000 warrants with invoices before payment, per Charter requirement.
- 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.
- Assist the County in obtaining polling locations, voter registration and election information for Federal, State and County Elections.

Key Projects and Assignments

Adopted FY 2010-11 (4%) Total Staff Hours: 400
Adopted FY 2011-12 (5%) Total Staff Hours: 400

	Hours
▪ Continue to work with Human Resources for Succession Planning for retiring employees by January 2012.	100
▪ Present classes on agenda and administrative report preparation for employees involved in agenda and report preparation by June 2012.	100
▪ Develop plans for Phase II of Council Chambers improvements, including automation of the agenda process by August 2011.	100
▪ Facilitate laser fiche training for departments and records retention and destruction policies by June 2012.	100

CITY CLERK

Customer Service and Referrals

Adopted FY 2010-11 (44%) Total Staff Hours: 4,537
Adopted FY 2011-12 (42%) Total Staff Hours: 3,497

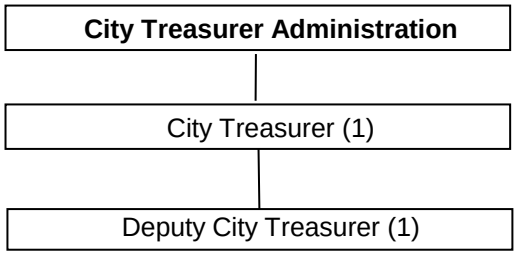
- Respond to approximately 200 calls for assistance regarding County and State elections.
- Respond to approximately 3,000 internal/external customer requests for records/queries within two days.
- Provide guidance to departments on the preparation of administrative reports, resolutions, ordinances, contract procedures, public hearing requirements, cancellation and posting requirements for meetings.
- Assist departmental personnel with publication and public hearing needs and requests.
- Respond to approximately 4,000 phone calls, emails, and in-person requests for passport information and processing.
- Notarize 50 official City business documents assisting other departments.
- Review, accept and process 110 claims, subpoenas, summons and complaints.
- Respond to over 3,000 calls, providing direction and assistance to the general public.
- Provide guidance for records retention and destruction.

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, promoting citizen trust by increasing organizational effectiveness, efficiency, and fiscal responsibility, while improving the City's financial viability and expanding economic opportunities.*

CITY TREASURER

Adopted Budget - FY 2011-12



SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

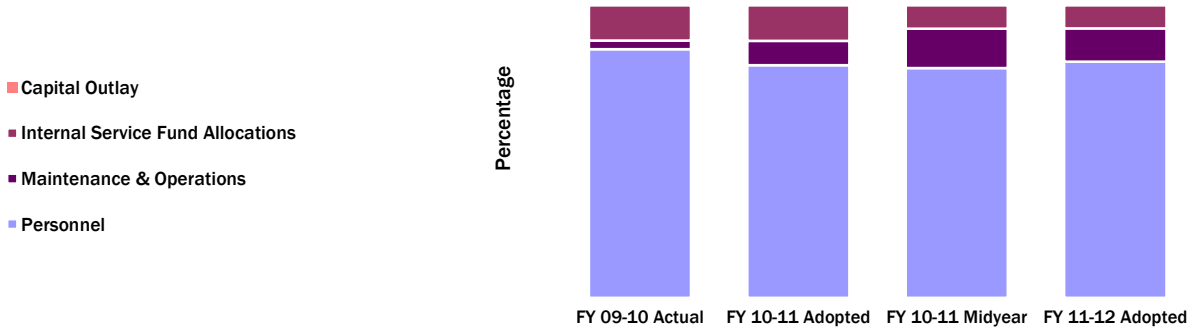
CITY TREASURER

1.00	City Treasurer
1.00	Deputy City Treasurer
2.00	

TOTAL PERSONNEL: 2.00

CITY TREASURER

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	361,568	337,607	337,646	349,976	**12,330**	**4%**
Maintenance & Operations	12,288	35,630	58,130	49,020	**(9,110)**	**(16%)**
Internal Service Fund Allocations	51,267	51,267	34,197	34,197	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**425,123**	**424,504**	**429,973**	**433,193**	**3,220**	**1%**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	425,123	424,504	429,973	433,193	**3,220**	**1%**
TOTAL	**425,123**	**424,504**	**429,973**	**433,193**	**3,220**	**1%**

CITY TREASURER

Core Service Activities

Adopted FY 2010-11 (77%) Total Staff Hours: 3,320
Adopted FY 2011-12 (81%) Total Staff Hours: 3,380

- Maintain responsibility for the custody and investment management of all City funds in accordance with State law, City Charter, and the City Investment Policy.
- Provide administrative support and internal review 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 forecasting 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 Authority, Parking Authority, and Public Financing Authority, and Redevelopment Agency.
- In coordination with Financial Services, 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 and investment management 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.

Key Projects and Assignments

Adopted FY 2010-11 (17%) Total Staff Hours: 700
Adopted FY 2011-12 (13%) Total Staff Hours: 520

	Hours
Implement comprehensive revision of Capital Improvement Program Cash Flow Management Plan by December 2011.	120
In coordination with City Manager and Financial Services, implement City Treasurer charter responsibility review program by January 2012.	120
If qualified, issue annual California Statewide Communities Development Authority FY 2012-13 Tax Revenue Anticipation Note (TRANs) by June 2012.	80

CITY TREASURER

- Continue implementation of enhanced investment reporting format including cash and investments within all City funds and investment funds held with all bank trustees by June 2012. 80
- Working in cooperation with the Financial Services Department, conduct ongoing reviews of Citywide cash handling procedures ensuring compliance to internal control compliance standards by June 2012. 60
- Continue implementation of banking services technology enhancements designed to streamline disbursement processes; automate current cash management processes; improve upon fraud prevention measures; and expedite collection recovery efforts by June 2012. 60

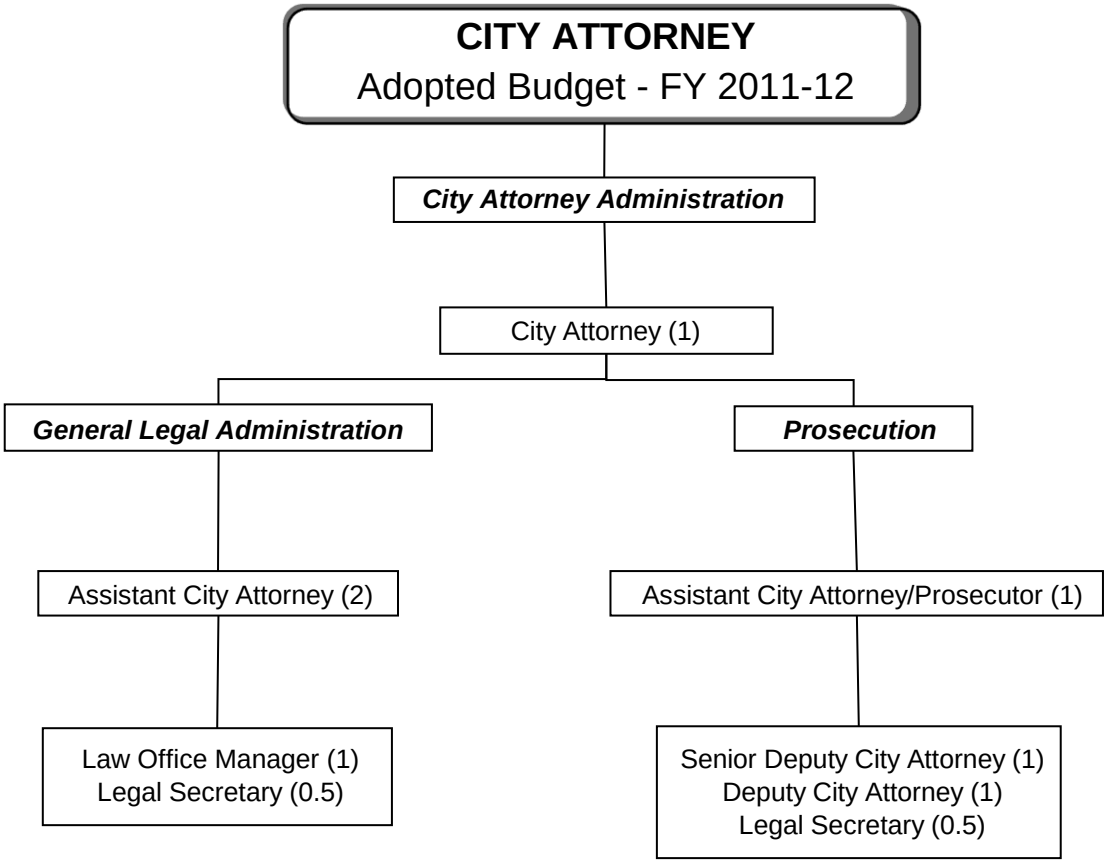
Customer Service and Referrals

Adopted FY 2010-11 (6%) Total Staff Hours: 260
Adopted FY 2011-12 (6%) Total Staff Hours: 260

- 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, timeliness, and usefulness of accessible public information.
- Continue development and implementation of local outreach program providing useful, educational information regarding municipal treasury operational services.
- Provide ongoing departmental wide customer service training of at least two hours per employee on a quarterly basis.
- Respond to approximately 160 customer service requests and 6 City Council and Budget and Finance Commission 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.

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.*


CITY ATTORNEY
Adopted Budget - FY 2011-12
City Attorney Administration
City Attorney (1)
General Legal Administration
Prosecution
Assistant City Attorney (2)
Assistant City Attorney/Prosecutor (1)
Law Office Manager (1)
Legal Secretary (0.5)
Senior Deputy City Attorney (1)
Deputy City Attorney (1)
Legal Secretary (0.5)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

CITY ATTORNEY

General Legal Administration

1.00	City Attorney
2.00	Assistant City Attorney
1.00	Law Office Manager
0.50	Legal Secretary
4.50	

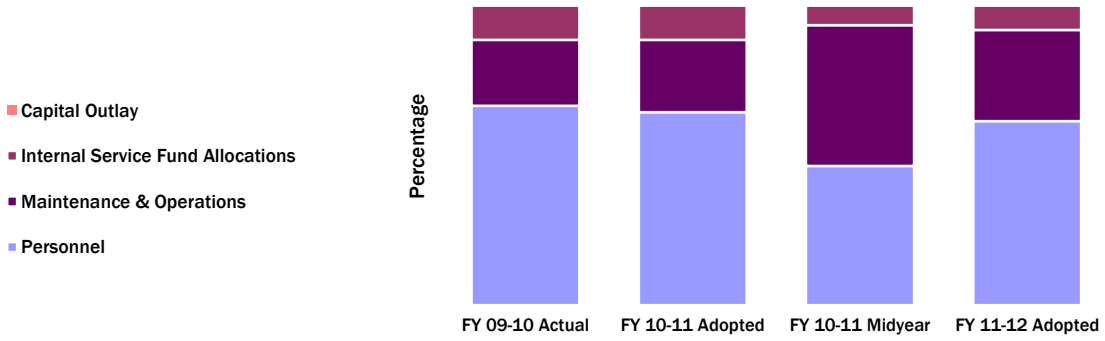
Prosecution

1.00	Assistant City Attorney/Prosecutor
1.00	Senior Deputy City Attorney
1.00	Deputy City Attorney
0.50	Legal Secretary
3.50	

TOTAL PERSONNEL: 8.00

CITY ATTORNEY

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,592,541	1,543,185	1,545,630	1,627,379	**81,749**	**5%**
Maintenance & Operations	525,878	577,333	1,567,457	807,333	**(760,124)**	**(48%)**
Internal Service Fund Allocations	271,930	271,930	213,931	213,931	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**2,390,349**	**2,392,448**	**3,327,018**	**2,648,643**	**(678,375)**	**(20%)**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	2,039,351	2,087,884	2,711,992	2,099,599	**(612,393)**	**(23%)**
Harbor Tidelands	159,896	85,777	292,569	245,114	**(47,455)**	**(16%)**
Harbor Uplands	91,411	87,254	116,823	171,780	**54,957**	**47%**
Redevelopment Agency	99,691	131,533	205,634	132,150	**(73,484)**	**(36%)**
TOTAL	**2,390,349**	**2,392,448**	**3,327,018**	**2,648,643**	**(678,375)**	**(20%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	978,759	954,384	955,588	1,008,264	**52,676**	**6%**
Maintenance & Operations	470,948	465,167	1,384,731	695,167	**(689,564)**	**(50%)**
Internal Service Fund Allocations	194,408	194,408	148,388	148,388	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,644,115**	**1,613,959**	**2,488,707**	**1,851,819**	**(636,888)**	**(26%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,293,117	1,309,395	1,873,681	1,302,775	**(570,906)**	**(30%)**
Harbor Tidelands	159,896	85,777	292,569	245,114	**(47,455)**	**(16%)**
Harbor Uplands	91,411	87,254	116,823	171,780	**54,957**	**47%**
Redevelopment Agency	99,691	131,533	205,634	132,150	**(73,484)**	**(36%)**
TOTAL	**1,644,115**	**1,613,959**	**2,488,707**	**1,851,819**	**(636,888)**	**(26%)**

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 Homeland Security.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	613,782	588,801	590,042	619,115	**29,073**	**5%**
Maintenance & Operations	54,930	112,166	182,726	112,166	**(70,560)**	**(39%)**
Internal Service Fund Allocations	77,522	77,522	65,543	65,543	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**746,234**	**778,489**	**838,311**	**796,824**	**(41,487)**	**(5%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	746,234	778,489	838,311	796,824	**(41,487)**	**(5%)**
TOTAL	**746,234**	**778,489**	**838,311**	**796,824**	**(41,487)**	**(5%)**

CITY ATTORNEY

Core Service Activities

Adopted FY 2010-11 (70%) Total Staff Hours: 13,104
Adopted FY 2011-12 (70%) Total Staff Hours: 11,648

General Legal Administration

- Represent and advise the City Council and all City officers in all matters of law pertaining to the respective offices/duties.
- Represent and appear for the City and any City officer, employee or former City officer or employee, in any and all actions or proceedings in which the City or such officer or employee, in or by reason of his official capacity is concerned or is a party.
- Attend all meetings of the City Council unless excused and give advice orally or in writing whenever requested to do so by the City Council.
- Approve the form of all bonds given to, and all contracts made by, the City.
- Prepare any and all proposed ordinances or resolutions for the City and amendments thereto.

Prosecution

- Review complaints arising from incidents that occur in Redondo Beach from any agency, (i.e., City, County, State, or Federal), seeking misdemeanor filings to determine if a criminal complaint is justified. This includes those felony arrests referred back to the City Prosecutor's Office from the District Attorney.
- Prosecute all criminal cases arising from misdemeanor violations of State law, the City Charter and City ordinances.
- Render legal opinions regarding prosecution issues that arise from Police Department activities.

Key Projects and Assignments

Adopted FY 2010-11 (20%) Total Staff Hours: 3,745
Adopted FY 2011-12 (20%) Total Staff Hours: 3,328

Prosecution

- Identify and retain Pro Bono legal resources with the equivalent value of $1,000,000, or greater, to support prosecution cases by June 2012.
- Complete one community based special law enforcement project to target special threats to public safety by June 2012.
- Each prosecutor is to participate in at least one community meeting in conjunction with the Community Services Unit of the Police Department (Community Based Officers) or one community meeting held by any member of City Council by June 2012.
- Teach a segment on the role of the prosecutor in the criminal justice system at each Citizen's Academy conducted up to June 2012.

CITY ATTORNEY

Customer Service and Referrals

Adopted FY 2010-11 (10%) Total Staff Hours: 1,871
Adopted FY 2011-12 (10%) Total Staff Hours: 1,664

- Be available for personal consultation within 24 hours and carry a cell phone 24/7 for situations requiring immediate attention.
- Respond to 120 defense discovery requests without requiring a formal contested discovery hearing.
- Prepare 195 cases for jury trial to “ready” status within the statutory trial period assigned by the court.

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.*

CITY MANAGER

Adopted Budget - FY 2011-12

City Manager Administration

City Manager (1)
Assistant City Manager (1)

Assistant to the City Manager (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

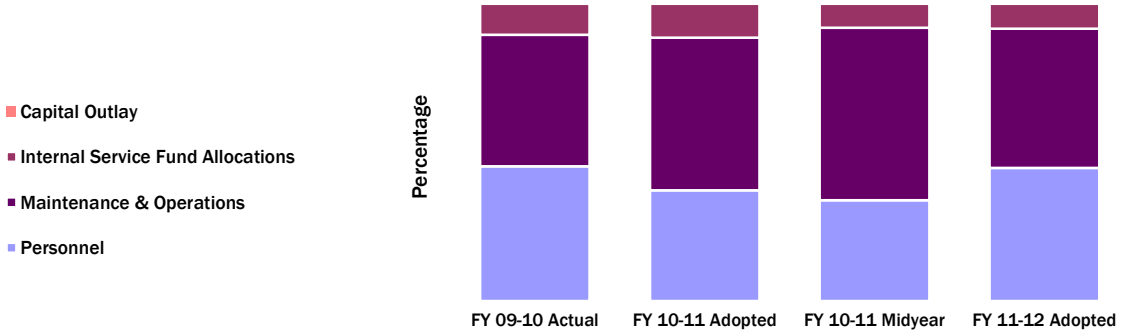
CITY MANAGER

1.00	City Manager
1.00	Assistant City Manager
1.00	Assistant to the City Manager
3.00	

TOTAL PERSONNEL: 3.00

CITY MANAGER

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	817,690	609,677	609,222	765,648	**156,426**	**26%**
Maintenance & Operations	797,941	838,839	1,043,731	799,479	**(244,252)**	**(23%)**
Internal Service Fund Allocations	186,649	186,649	143,315	143,315	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,802,280**	**1,635,165**	**1,796,268**	**1,708,442**	**(87,826)**	**(5%)**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,614,069	1,445,696	1,606,177	1,515,391	**(90,786)**	**(6%)**
Redevelopment Agency	188,211	189,469	190,091	178,051	**(12,040)**	**(6%)**
Information Technology	-	-	-	15,000	**15,000**	**n/a**
TOTAL	**1,802,280**	**1,635,165**	**1,796,268**	**1,708,442**	**(87,826)**	**(5%)**

CITY MANAGER

Core Service Activities

Adopted FY 2010-11 (83%) Total Staff Hours: 5,200
Adopted FY 2011-12 (77%) Total Staff Hours: 5,300

- Direct the day-to-day administration of City departments within the policies of the Mayor and City Council.
- Provide leadership and direction to 418 full-time and 362 part-time employees.
- Prepare and submit the proposed annual City budget and 5-year Capital Improvement Plan.
- Direct the completion of objectives contained in the City Strategic Plan, Water Quality Matrix, Green Task Force Matrix and the Major Facilities Plan.
- Plan strategically for economic development opportunities.
- Direct the implementation of the City Communications and Customer Service 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 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 3,200 visitors per day.
- Administer the Comcate customer service center access, training and reports.
- Manage four right-of-way lease agreements with telecommunications operators.
- Manage cable franchise agreements with two cable operators.
- Publish 52 "Monday Messages" from the City Manager to all employees.
- Coordinate employee appreciation breakfast, two strategic plan workshops, and Mayor's State of the City presentation.

Key Projects and Assignments

Adopted FY 2010-11 (13%) Total Staff Hours: 800
Adopted FY 2011-12 (18%) Total Staff Hours: 750

	Hours
Implement a strategy to address the City's PERS obligation by September 2011.	100
With North Redondo Beach Working Group, present to Council a strategic plan for Artesia Boulevard business improvement by September 2011.	100
Conduct the International Trade and Tourism workshop by June 2012.	100
Complete franchise agreements with all current pipeline companies by June 2012.	100
Begin construction of Regional South Bay Intermodal Transit Center project by June 2012.	100

CITY MANAGER

- Complete community surveys by June 2012. 50
- Complete City Management Succession Plan by September 2011. 50
- Complete Phase 1 of the Vitality City Implementation program by June 2012. 150

Customer Service and Referrals

Adopted FY 2010-11 (4%) Total Staff Hours: 240
Adopted FY 2011-12 (5%) Total Staff Hours: 190

- Respond to approximately 300 service requests and referrals.

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.*

INFORMATION TECHNOLOGY
Adopted Budget - FY 2011-12

Information Technology Administration

Information Technology Director (1)
Information Technology Operations Supervisor (1)

Information Systems Specialist (1)
Computer Support Specialist (1)
Computer Support Technician (2)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

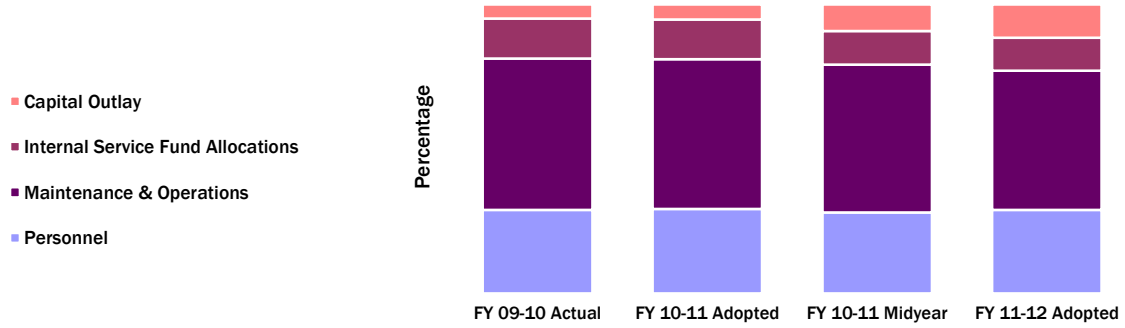
INFORMATION TECHNOLOGY

1.00	Information Technology Director
1.00	Information Technology Operations Supervisor
1.00	Information Systems Specialist
1.00	Computer Support Specialist
2.00	Computer Support Technician
6.00	

TOTAL PERSONNEL: 6.00

INFORMATION TECHNOLOGY

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	754,899	770,179	774,151	818,085	**43,934**	**6%**
Maintenance & Operations	1,365,272	1,365,350	1,408,820	1,365,350	**(43,470)**	**(3%)**
Internal Service Fund Allocations	362,983	362,983	323,283	323,283	**-**	**0%**
Capital Outlay	127,318	136,743	253,275	327,000	**73,725**	**29%**
TOTAL	**2,610,472**	**2,635,255**	**2,759,529**	**2,833,718**	**74,189**	**3%**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Information Technology	2,610,472	2,635,255	2,759,529	2,833,718	**74,189**	**3%**
TOTAL	**2,610,472**	**2,635,255**	**2,759,529**	**2,833,718**	**74,189**	**3%**

INFORMATION TECHNOLOGY

Core Service Activities

Adopted FY 2010-11 (20%) Total Staff Hours: 2,413
Adopted FY 2011-12 (22%) Total Staff Hours: 2,829

Administrative:

- Process and submit for payment approximately 60 monthly invoices.
- Prepare and submit the proposed Information Technology budget.
- Maintain and account for approximately 1,150 active City-wide Information Technology assets including cost and lifespan for replacement funding.
- Calculate and distribute the IT internal service allocation amounts annually for 20 departmental cost centers.
- Manage 30 hardware/software maintenance agreements.
- Coordinate and assist with various consultants/vendors to perform required department specific application maintenance, upgrades, and fixes.

Network/Servers/Workstations:

- Maintain the computer and voice network infrastructure consisting of 2 core routers, 36 edge-switches, 25 virtual LANS, category 5/category 3/house and fiber optic cable and 80 wireless access points, at 13 locations, and perform twice yearly OS upgrades.
- Install security patches and perform upgrades to 45 physical network servers and 35 virtualized servers.
- Prepare, test, and distribute application and OS updates to approximately 415 workstations, 45 laptops, and 105 printers.
- Maintain at least a 90% hit rate in email SPAM detection using SPAM filters, content filters and virus detection for approximately 300,000 incoming e-mails per month.
- Maintain public access network including 30 public access PC's, 17 catalog PC's, 5 database PC's, 6 network switches, fiber optic transport, 8 wireless access networks and a public access management system.
- Install, test, patch, upgrade, maintain, and distribute 150 departmental applications.

Data Backups:

- Perform nightly backups for the Police public safety system, financial management system, e-mail system and file and print servers.
- Prepare backup media for bi-weekly off-site storage.

INFORMATION TECHNOLOGY

Telecommunications:

- Maintain approximately 49 voice mail auto-attendants per month.
- Process approximately 120 Verizon phone bills for payment each month.
- Generate approximately 20 call-accounting reports and e-mail to departments each month.
- Perform approximately 10 add/move/change requests and repairs per month on the City's VoIP phone system.
- Maintain 583 phone instruments, 379 voice mailboxes, 93 special circuits, 243 miscellaneous 7-digit lines, and 14 off premises extensions (OPX) per month.

Key Projects and Assignments

Adopted FY 2010-11 (50%) Total Staff Hours: 6,032
Adopted FY 2011-12 (39%) Total Staff Hours: 4,825

	Hours
Complete participation in the Police jail video surveillance project by December 2011.	640
Complete participation in the Harbor Patrol facility redesign (new Fire Station 3) by June 2012.	320
Complete equipment replacement as called out in the IT Replacement Fund by June 2012.	1575
Complete participation in the new Transit Center by June 2012.	500
Complete equipment replacement of server virtualization by December 2011.	720
Complete participation in the upgrade for the City's SCADA network infrastructure by March 2012.	250
Complete Fire mobile data computer replacement by December 2011.	320
Complete replacement of Automated License Plate Reader server and storage subsystem by April 2012.	120
Complete laser printer replacement by June 2012.	300
Complete participation in Phase II of the Council Chamber improvements and automation of the agenda process by June 2012.	80

INFORMATION TECHNOLOGY

Customer Service and Referrals

Adopted FY 2010-11 (30%) Total Staff Hours: 3,619
Adopted FY 2011-12 (39%) Total Staff Hours: 4,826

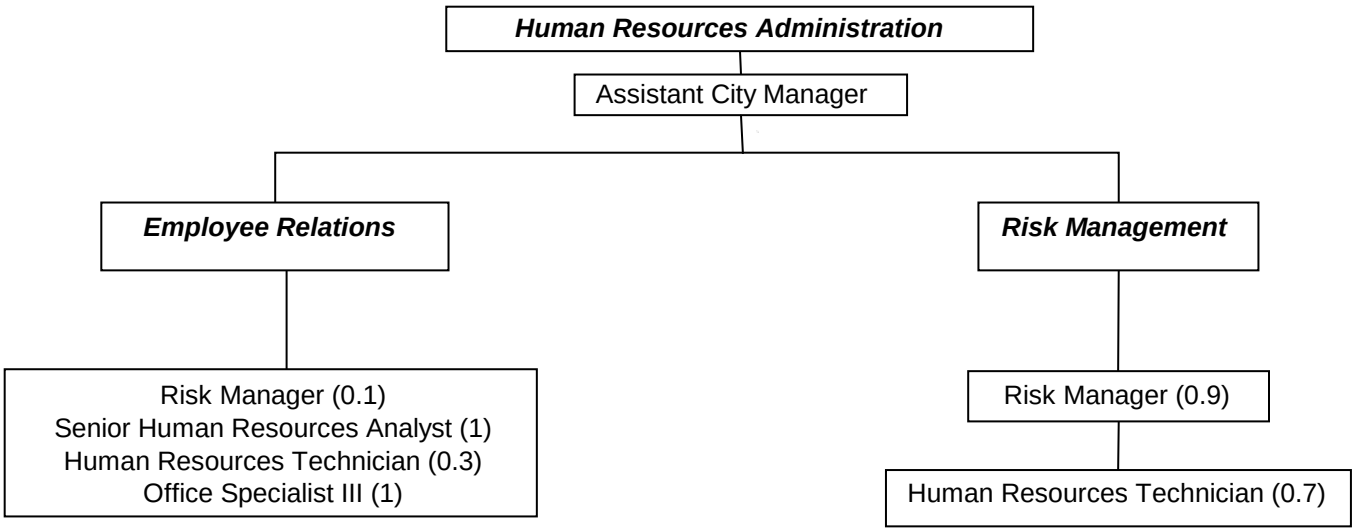
- Complete approximately 150 electronic Track-IT! work-orders for hardware and software support per month.
- Conduct 4 Information Technology Liaison Group (ITLG) meetings.
- Coordinate setup and provide IT support for approximately 24 presentations, meetings, training, and/or demonstrations per month.
- Post weekly IT Helps! - Tip of the Week on the City's intranet site.
- Provide 1-2 training classes per month to departmental users.

THIS PAGE LEFT INTENTIONALLY BLANK

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.*

HUMAN RESOURCES
Adopted Budget - FY 2011-12



SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

HUMAN RESOURCES

Employee Relations

0.10	Risk Manager
1.00	Senior Human Resources Analyst
0.30	Human Resources Technician
1.00	Office Specialist III
2.40	

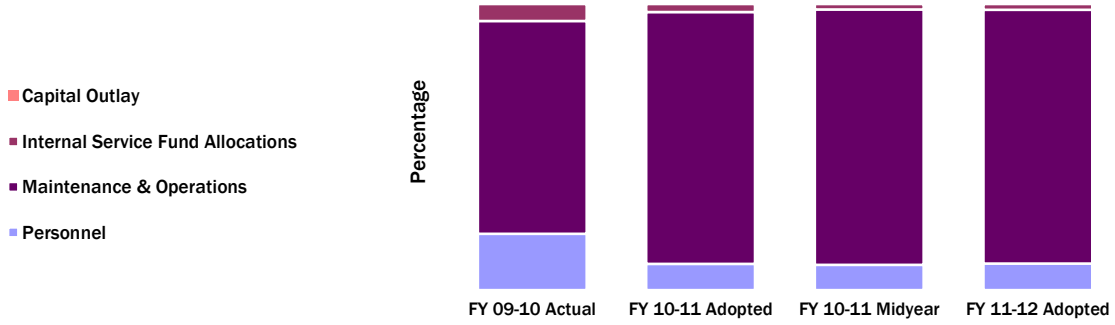
Risk Management

0.90	Risk Manager
0.70	Human Resources Technician
1.60	

TOTAL PERSONNEL: 4.00

HUMAN RESOURCES

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	454,983	452,260	454,913	457,299	**2,386**	**1%**
Maintenance & Operations	1,717,450	4,355,719	4,617,469	4,355,719	**(261,750)**	**(6%)**
Internal Service Fund Allocations	136,136	136,136	100,424	100,424	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**2,308,569**	**4,944,115**	**5,172,806**	**4,913,442**	**(259,364)**	**(5%)**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	574,799	607,676	763,729	568,592	**(195,137)**	**(26%)**
Self-Insurance Program	1,733,770	4,336,439	4,409,077	4,344,850	**(64,227)**	**(1%)**
TOTAL	**2,308,569**	**4,944,115**	**5,172,806**	**4,913,442**	**(259,364)**	**(5%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	281,316	279,137	281,575	273,188	**(8,387)**	**(3%)**
Maintenance & Operations	189,984	225,040	411,790	225,040	**(186,750)**	**(45%)**
Internal Service Fund Allocations	103,499	103,499	70,364	70,364	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**574,799**	**607,676**	**763,729**	**568,592**	**(195,137)**	**(26%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	574,799	607,676	763,729	568,592	**(195,137)**	**(26%)**
TOTAL	**574,799**	**607,676**	**763,729**	**568,592**	**(195,137)**	**(26%)**

HUMAN RESOURCES

RISK MANAGEMENT

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

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	173,667	173,123	173,338	184,111	**10,773**	**6%**
Maintenance & Operations	1,527,466	4,130,679	4,205,679	4,130,679	**(75,000)**	**(2%)**
Internal Service Fund Allocations	32,637	32,637	30,060	30,060	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,733,770**	**4,336,439**	**4,409,077**	**4,344,850**	**(64,227)**	**(1%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Self-Insurance Program	1,733,770	4,336,439	4,409,077	4,344,850	**(64,227)**	**(1%)**
TOTAL	**1,733,770**	**4,336,439**	**4,409,077**	**4,344,850**	**(64,227)**	**(1%)**

HUMAN RESOURCES

Core Service Activities

Adopted FY 2010-11 (82%) Total Staff Hours: 8,091
Adopted FY 2011-12 (82%) Total Staff Hours: 8,091

- Coordinate employee recruitment, selection and hiring for approximately 20 position vacancies.
- Process approximately 43 part-time and 10 full-time pre-hire physicals, drug-tests, and Live Scans.
- Review approximately 1,000 employment applications for full-time and part-time positions.
- Manage the labor relations and meet and confer process with 6 employee unions/associations.
- Maintain and interpret Memoranda of Understanding with the 6 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 354 part-time employees.
- Administer the Tuition Reimbursement Program for 75 employees.
- Provide consultation and advice to 14 department heads in performance management issues.
- Provide management and supervisory training sessions to approximately 80 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 quarterly basis.
- Coordinate a City-wide Employee Service Award Luncheon on an annual basis.
- Manage the classification and compensation plan including approximately 221 classifications for 419 full-time positions.
- Prepare, maintain and secure employee personnel data files for approximately 773 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 concessions in the payroll system for each bargaining unit for 419 active employees.
- Manage safety and miscellaneous CalPERS contracts for approximately 419 active employees.
- Process CalPERS retirement applications for 8 employees.
- Administer all ICMA deferred compensation programs including the 457 Plan, 457 Loan Program, 401(a) and Retirement Health Savings (RHS) program for approximately 370 participating employees.

HUMAN RESOURCES

- Coordinate 2 financial planning seminars for employees.
- Process, investigate, evaluate and settle or deny all liability claims within 45 days.
- Conduct a general liability claim review once a year.
- Conduct a workers' compensation claim review once a year.
- Process approximately 13 property, liability, and workers compensation insurance policy renewals.
- Process 1,000 insurance certificates annually and monitor compliance.
- Review and approve approximately 100 insurance documents for film permits.
- Provide insurance quotes and policies for approximately 60 special events within the City.
- Prepare Internal Service Fund charges for the budget on an annual basis.
- Provide third-party administrator (TPA) with 100% of workers' compensation claims within 3 days of notification.
- Process 100 ongoing workers' compensation claims.
- Oversee unemployment insurance benefits for approximately 30 employees on a yearly basis.
- Process health benefits insurance renewals for 419 active employees, 215 retirees and 2 COBRA members on an annual basis.
- Process monthly payments for 419 active employees, 215 retirees and 2 COBRA members on an annual basis.
- Process medical deductions for 168 employees.
- Process medical cash-outs for 44 employees.
- Assist 419 active employees, 215 retirees and 2 COBRA members with benefit questions and claims issues.
- Oversee TPA for the Section 125 Cafeteria Plan.
- Oversee TPA for the High Deductible Health Savings Accounts Program.
- Administer COBRA benefits for 2 employees.
- Provide overall coordination of the Confidentiality of Medical Information Act (CMIA) policies and procedures for 14 departments.
- Update and maintain insurance census information for 419 employees.
- Maintain an Occupational Health and Safety (OSHA) exposure reduction program for 745 full and part time employees.
- Process Cal/OSHA logs on an annual basis.
- Review approximately 8 applications for CalPERS industrial disability retirement and prepare recommendations to the City Manager's office.

HUMAN RESOURCES

Key Projects and Assignments

Adopted FY 2010-11 (6%) Total Staff Hours: 650
Adopted FY 2011-12 (6%) Total Staff Hours: 650

	Hours
▪ Update the City's Harassment Policy by June 2012.	100
▪ Initiate a comprehensive review of all Personnel rules and regulations to include the Municipal Code and Civil Service Rules by June 2012.	300
▪ Meet with the City's Health Committee and Healthcare Consultant to identify ways to reduce healthcare costs by September 2011.	50
▪ Identify existing policies and procedures which may need to be updated and/or modified and revise as necessary by June 2012.	200

Customer Service and Referrals

Adopted FY 2010-11 (12%) Total Staff Hours: 1,179
Adopted FY 2011-12 (12%) Total Staff Hours: 1,179

- Respond to pay and benefit inquiries from City employees within 2 business days.
- Respond to requests for City applications from City employees and the public within 1 business day.
- Phone contact to be made with employee within 3 days of filing a workers' compensation claim by Human Resources or assigned claim adjuster/third-party administrator to expedite the claims processing procedure.

Part time staffing of approximately 1,600 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, liability and workers compensation files; handle and distribute mail and coordinate the Employee Service Awards Program.

THIS PAGE LEFT INTENTIONALLY BLANK

FINANCIAL SERVICES

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

FINANCIAL SERVICES
Adopted Budget - FY 2011-12

Financial Services Administration

Financial Services

Financial Services Director (0.85)

Accounting/Licensing Manager (1)
Budget, Revenue and Payroll Manager (1)
Grants Financial Administrator (1)
Administrative Analyst (1)
Analyst (1)
Accountant (2)
Payroll Technician (1)
Accounting Technician (2)
License and Collections Clerk (1)
Senior Account Clerk (1)
Office Specialist III (1)

Printing and Graphics

Financial Services Director (0.15)

Printing and Graphics Supervisor (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

FINANCIAL SERVICES

Financial Services

0.85	Financial Services Director
1.00	Accounting/Licensing Manager
1.00	Budget, Revenue and Payroll Manager
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
1.00	Office Specialist III
13.85	

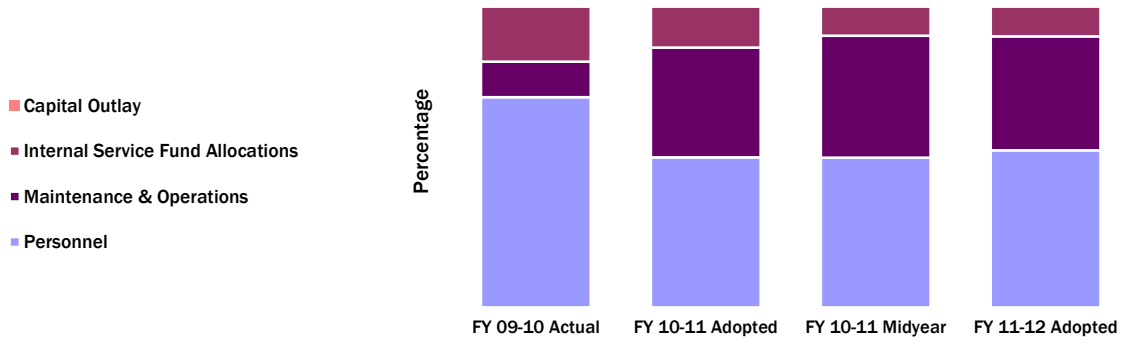
Printing and Graphics

0.15	Financial Services Director
1.00	Printing and Graphics Supervisor
1.15	

TOTAL PERSONNEL: 15.00

FINANCIAL SERVICES

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,633,723	1,565,123	1,564,312	1,595,841	**31,529**	**2%**
Maintenance & Operations	275,759	1,144,878	1,271,187	1,158,878	**(112,309)**	**(9%)**
Internal Service Fund Allocations	428,079	428,079	303,671	303,671	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**2,337,561**	**3,138,080**	**3,139,170**	**3,058,390**	**(80,780)**	**(3%)**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,922,378	2,697,589	2,737,083	2,649,165	**(87,918)**	**(3%)**
Printing & Graphics	308,868	332,349	292,748	296,028	**3,280**	**1%**
Redevelopment Agency	106,315	108,142	109,339	113,197	**3,858**	**4%**
TOTAL	**2,337,561**	**3,138,080**	**3,139,170**	**3,058,390**	**(80,780)**	**(3%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,513,118	1,437,893	1,439,188	1,464,945	**25,757**	**2%**
Maintenance & Operations	193,715	1,045,978	1,168,795	1,058,978	**(109,817)**	**(9%)**
Internal Service Fund Allocations	321,860	321,860	238,439	238,439	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**2,028,693**	**2,805,731**	**2,846,422**	**2,762,362**	**(84,060)**	**(3%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,922,378	2,697,589	2,737,083	2,649,165	**(87,918)**	**(3%)**
Redevelopment Agency	106,315	108,142	109,339	113,197	**3,858**	**4%**
TOTAL	**2,028,693**	**2,805,731**	**2,846,422**	**2,762,362**	**(84,060)**	**(3%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	120,605	127,230	125,124	130,896	**5,772**	**5%**
Maintenance & Operations	82,044	98,900	102,392	99,900	**(2,492)**	**(2%)**
Internal Service Fund Allocations	106,219	106,219	65,232	65,232	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**308,868**	**332,349**	**292,748**	**296,028**	**3,280**	**1%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Printing & Graphics	308,868	332,349	292,748	296,028	**3,280**	**1%**
TOTAL	**308,868**	**332,349**	**292,748**	**296,028**	**3,280**	**1%**

FINANCIAL SERVICES

Core Service Activities

Adopted FY 2010-11 (69%) Total Staff Hours: 21,549
Adopted FY 2011-12 (70%) Total Staff Hours: 21,970

- Direct preparation of all financial reporting including the annual operating budget, Citizen's Budget, and Comprehensive Annual Financial Report.
- Prepare approximately 800 internal service fund/overhead allocations by February each year for inclusion in the midyear and following year's budget.
- Prepare the Adopted Budget document by November each year for submission to the GFOA and CSMFO awards programs.
- Submit 8 State mandated reimbursement claims annually for costs incurred during most recently completed fiscal year totaling $40,000.
- Prepare the Comprehensive Annual Financial Report by December each year for submission to the GFOA Award program.
- Coordinate annual audit of the City and special audits of Federal, State, and transportation funds.
- Update the Revenue Manual by January each year.
- Account for 50 Federal, State, and local grants annually.
- Issue an average of 650 paychecks bi-weekly.
- Reconcile 800 W-2 forms to annual payroll reports.
- Prepare and process Federal and State payroll tax withholding reports quarterly.
- Process and record 2,000 accounts receivable invoices annually.
- Process and coordinate 30 filming permits annually.
- Provide animal licensing and data base management for 4,900 dog licenses annually.
- Produce and distribute 300-400 vendor checks semi-monthly.
- Produce and distribute 200 1099 forms annually.
- Process 36 bids for materials and equipment annually.
- Process 500 purchase orders annually.
- Evaluate current inventory of non-infrastructure capital assets and ensure inclusion/tagging of additions and retirement of deletions annually.
- Process 2 million printing impressions annually.
- Perform 1 million bindery operations annually.
- Spend 212 hours annually creating/updating City forms and documents.
- Prepare and process 51,000 central cashiering transactions annually.
- Provide business licensing and data base management for 13,000 business licenses annually.
- Provide MUNIS assistance to over 260 City staff for the year.
- Perform 4 random departmental petty cash audits annually.

FINANCIAL SERVICES

Key Projects and Assignments

Adopted FY 2010-11 (10%) Total Staff Hours: 3,240
Adopted FY 2011-12 (8%) Total Staff Hours: 2,450

	Hours
▪ Develop and implement Fraud, Waste and Abuse Risk Management Policies and Procedures (APP) by August 2011.	400
▪ Update City's Statements of Financial Principles for all modifications through June 2011 by November 2011.	20
▪ Develop user friendly Financial Management Forecasting Reports for all departments through Crystal Reports by July 2011.	250
▪ Develop audit schedules, Excel grouping schedule and Comprehensive Annual Financial Reports through Crystal and Excel reporting by October 2011.	400
▪ Implement system through MUNIS using GoDocs to give employees electronic access to their pay stubs by August 2011.	350
▪ Develop and implement Film Permit Administrative Policies and Procedures (APP) by February 2012.	100
▪ Implement new my|CalPERS business system for payroll reporting by September 2011.	200
▪ Perform inventory of City owned art work by July 2011.	650
▪ Purchase 4 copiers, 2 for the Police Department, 1 for the Public Works Department, and 1 for the Fire Department by August 2011.	80

Customer Service and Referrals

Adopted FY 2010-11 (21%) Total Staff Hours: 6,411
Adopted FY 2011-12 (22%) Total Staff Hours: 6,780

- Process 1,052 printing requests annually.
- Provide photocopier supplies and coordinate 10 service calls for 3 City Hall copiers annually.
- Respond to approximately 7,100 internal customer service requests annually.
- Respond to approximately 15,000 external customer service requests annually.
- Respond to 125 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.

POLICE

Mission Statement: *The mission of the Redondo Beach Police Department is to forge a partnership with the community to control and prevent crime, to improve the quality of life in our neighborhoods, and to provide outstanding service in accordance with the values of our agency. We value openness and honesty, integrity and ethics, accountability, outstanding customer service, teamwork, excellence, dignity, equality and respect for all people, innovation with creative and proactive problem solving and fiscal responsibility.*

POLICE
Adopted Budget - FY 2011-12

Police Administration

Chief of Police (1)

Police Lieutenant (1)
Police Sergeant (1)
Administrative Analyst (1)
Executive Assistant (1)

Operations Bureau

Police Captain (1)

Patrol Division

Police Lieutenant (2)
Police Sergeant (12)
Police Officer (58)
Municipal Enforcement Supervisor (1)
Administrative Coordinator (1)
Parking Meter Technician (1)
Municipal Services Officer (7)
Community Services Officer II (1)
Traffic Senior Clerk (1)

Investigations Division

Police Lieutenant (1)
Police Sergeant (2)
Police Officer (15)
Administrative Analyst (1)
Police Identification Technician (1)
Administrative Specialist (1)

Support Services Bureau

Police Captain (1)

Management Services Division

Police Records Manager (1)
Community Services Officer III (1)
Lead Police Services Specialist (2)
Administrative Coordinator (1)
Police Services Specialist (7)
Office Specialist III (1)

Administrative Services Division

Police Lieutenant (1)
Public Safety Communications Manager (1)
Administrative Analyst (1)
Communications Supervisor (4)
Community Services Officer III (2)
Emergency Services Dispatcher (12)
Community Services Officer II (8)
Administrative Specialist (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

POLICE

Administration

1.00	Chief of Police
2.00	Police Captain
1.00	Police Lieutenant
1.00	Police Sergeant
1.00	Administrative Analyst
1.00	Executive Assistant
7.00	

Patrol Division

2.00	Police Lieutenant
9.00	Police Sergeant
41.00	Police Officer
52.00	

Pier

1.00	Police Sergeant
4.00	Police Officer
1.00	Community Services Officer II
6.00	

Community Based Policing

1.00	Police Sergeant
3.00	Police Officer
4.00	

K-9 Team

3.00	Police Officer

Traffic

1.00	Police Sergeant
7.00	Police Officer
1.00	Traffic Senior Clerk
9.00	

Parking Enforcement & Animal Control

1.00	Municipal Enforcement Supervisor
1.00	Administrative Coordinator
1.00	Parking Meter Technician
7.00	Municipal Services Officer
10.00	

Investigations Division

1.00	Police Lieutenant
2.00	Police Sergeant
15.00	Police Officer
1.00	Administrative Analyst
1.00	Police Identification Technician
1.00	Administrative Specialist
21.00	

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
1.00	Office Specialist III
13.00	

Administrative Services Division

1.00	Police Lieutenant

Personnel and Training

1.00	Administrative Analyst
1.00	Administrative Specialist
2.00	

Communications

1.00	Public Safety Communications Manager
4.00	Communications Supervisor
12.00	Emergency Services Dispatcher
17.00	

Technical Services

1.00	Community Services Officer III
1.00	Community Services Officer II
2.00	

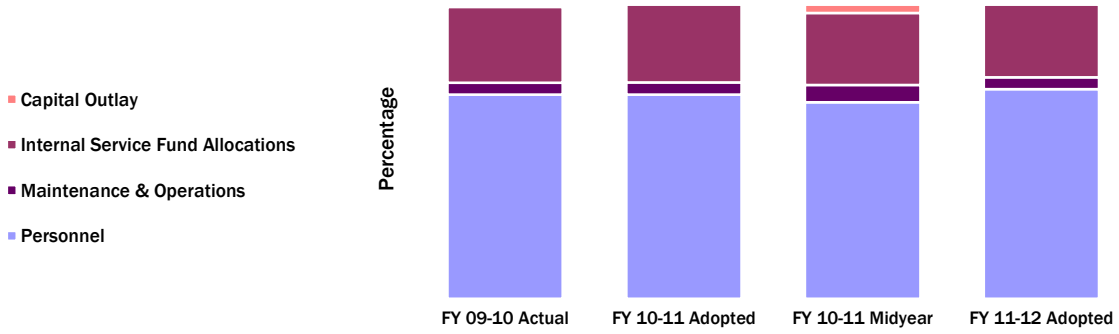
Redondo Beach Jail

1.00	Community Services Officer III
7.00	Community Services Officer II
8.00	

TOTAL PERSONNEL: 155.00

POLICE

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	22,024,477	21,499,856	21,883,446	23,131,763	**1,248,317**	**6%**
Maintenance & Operations	1,282,357	1,278,450	1,922,124	1,294,450	**(627,674)**	**(33%)**
Internal Service Fund Allocations	8,194,481	8,194,481	8,015,790	8,015,790	**-**	**0%**
Capital Outlay	231,345	-	934,575	-	**(934,575)**	**(100%)**
TOTAL	**31,732,660**	**30,972,787**	**32,755,935**	**32,442,003**	**(313,932)**	**(1%)**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	27,247,142	26,815,411	27,097,642	28,272,383	**1,174,741**	**4%**
Intergovernmental Grants	279,246	23,220	749,474	23,220	**(726,254)**	**(97%)**
Narcotic Forfeiture & Seizure	104,199	64,890	148,592	64,890	**(83,702)**	**(56%)**
Disaster Recovery	12,906	-	-	-	**-**	**0%**
Harbor Uplands	1,360,216	1,429,396	1,360,013	1,435,810	**75,797**	**6%**
Emergency Communications	2,561,106	2,472,025	3,223,407	2,468,893	**(754,514)**	**(23%)**
Redevelopment Agency	167,845	167,845	176,807	176,807	**-**	**0%**
TOTAL	**31,732,660**	**30,972,787**	**32,755,935**	**32,442,003**	**(313,932)**	**(1%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,501,912	1,467,321	1,547,131	1,595,522	**48,391**	**3%**
Maintenance & Operations	232,205	105,980	534,626	108,980	**(425,646)**	**(80%)**
Internal Service Fund Allocations	143,437	143,437	366,336	366,336	**-**	**0%**
Capital Outlay	36,539	-	847,297	-	**(847,297)**	**(100%)**
TOTAL	**1,914,093**	**1,716,738**	**3,295,390**	**2,070,838**	**(1,224,552)**	**(37%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,728,147	1,685,738	2,015,889	2,039,838	**23,949**	**1%**
Intergovernmental Grants	89,373	-	417,085	-	**(417,085)**	**(100%)**
Narcotic Forfeiture & Seizure	8,044	31,000	31,000	31,000	**-**	**0%**
Emergency Communications	88,529	-	831,416	-	**(831,416)**	**(100%)**
TOTAL	**1,914,093**	**1,716,738**	**3,295,390**	**2,070,838**	**(1,224,552)**	**(37%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	12,975,390	12,620,590	12,638,261	13,268,022	**629,761**	**5%**
Maintenance & Operations	454,523	507,207	640,152	515,207	**(124,945)**	**(20%)**
Internal Service Fund Allocations	5,346,622	5,346,622	5,085,134	5,085,134	**-**	**0%**
Capital Outlay	192,286	-	87,278	-	**(87,278)**	**(100%)**
TOTAL	**18,968,821**	**18,474,419**	**18,450,825**	**18,868,363**	**417,538**	**2%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	17,430,373	17,189,260	16,902,185	17,574,352	**672,167**	**4%**
Intergovernmental Grants	186,931	23,220	317,389	23,220	**(294,169)**	**(93%)**
Narcotic Forfeiture & Seizure	88,664	19,990	47,911	19,990	**(27,921)**	**(58%)**
Disaster Recovery	12,906	-	-	-	**-**	**0%**
Harbor Uplands	1,082,102	1,074,104	1,006,533	1,073,994	**67,461**	**7%**
Redevelopment Agency	167,845	167,845	176,807	176,807	**-**	**0%**
TOTAL	**18,968,821**	**18,474,419**	**18,450,825**	**18,868,363**	**417,538**	**2%**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	3,094,772	2,786,273	3,072,432	3,526,444	**454,012**	**15%**
Maintenance & Operations	146,430	171,680	242,411	171,680	**(70,731)**	**(29%)**
Internal Service Fund Allocations	1,240,496	1,240,496	1,173,256	1,173,256	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**4,481,698**	**4,198,449**	**4,488,099**	**4,871,380**	**383,281**	**9%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	4,304,263	3,949,227	4,173,177	4,623,952	**450,775**	**11%**
Intergovernmental Grants	2,942	-	15,000	-	**(15,000)**	**(100%)**
Narcotic Forfeiture & Seizure	3,927	3,440	59,221	3,440	**(55,781)**	**(94%)**
Harbor Uplands	170,566	245,782	240,701	243,988	**3,287**	**1%**
TOTAL	**4,481,698**	**4,198,449**	**4,488,099**	**4,871,380**	**383,281**	**9%**

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 in the apprehension and prosecution of criminal offenders for the improvement of public safety, communication and productivity.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,158,474	1,280,865	1,289,385	1,303,167	**13,782**	**1%**
Maintenance & Operations	99,996	114,060	119,043	114,060	**(4,983)**	**(4%)**
Internal Service Fund Allocations	403,987	403,987	385,146	385,146	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,662,457**	**1,798,912**	**1,793,574**	**1,802,373**	**8,799**	**0%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,662,457	1,798,912	1,793,574	1,802,373	**8,799**	**0%**
TOTAL	**1,662,457**	**1,798,912**	**1,793,574**	**1,802,373**	**8,799**	**0%**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	3,293,929	3,344,807	3,336,237	3,438,608	**102,371**	**3%**
Maintenance & Operations	349,203	379,523	385,892	384,523	**(1,369)**	**0%**
Internal Service Fund Allocations	1,059,939	1,059,939	1,005,918	1,005,918	**-**	**0%**
Capital Outlay	2,520	-	-	-	**-**	**0%**
TOTAL	**4,705,591**	**4,784,269**	**4,728,047**	**4,829,049**	**101,002**	**2%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	2,121,902	2,192,274	2,212,817	2,231,868	**19,051**	**1%**
Narcotic Forfeiture & Seizure	3,564	10,460	10,460	10,460	**-**	**0%**
Harbor Uplands	107,548	109,510	112,779	117,828	**5,049**	**4%**
Emergency Communications	2,472,577	2,472,025	2,391,991	2,468,893	**76,902**	**3%**
TOTAL	**4,705,591**	**4,784,269**	**4,728,047**	**4,829,049**	**101,002**	**2%**

POLICE

Core Service Activities

Adopted FY 2010-11 (82%) Total Staff Hours: 265,613
Adopted FY 2011-12 (82%) Total Staff Hours: 270,969

- Administer and manage 250 internal project assignments.
- Investigate 30 complaints/internal affairs issues and provide training on issues derived from sustained complaints.
- Provide 100,800 hours of police patrol to the community.
- Arrest 2,500 criminal offenders.
- Perform 6 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 40,000 parking violation investigations.
- Conduct 1,200 vehicle impounds and storages.
- Review 90 film permits/noise variance requests and coordinate their security.
- Conduct 40 vehicle impound/storage hearings.
- Respond to 3,700 animal complaint calls for service.
- Service 1,100 parking meters.
- Process, collect and verify 1,500 parking meter permits.
- Provide 23,000 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.
- Conduct surveillance of 15 known or suspected career criminals that are believed to be operating in Redondo Beach and/or adjacent cities.
- Investigate 75 narcotics cases.
- Arrange 125 training classes for sworn and non sworn personnel.
- Oversee 25 personnel through the hiring process.
- Conduct background checks on 30 applicants.
- Manage, update and report 155 personnel training records to ensure State mandated compliance.
- Answer the 15,000 9-1-1 calls within 6 seconds 95% of the time.
- Coordinate and prepare billings for 500 false alarm incidents that qualify for billings of approximately $42,000.

POLICE

- Book 6,200 pieces of evidence into police custody.
- Compile, review, duplicate, distribute, file and electronically archive 9,000 police reports.
- Process 2,700 subpoenas, including data base entry, tracking, reports and calls.
- 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.

Key Projects and Assignments

Adopted FY 2010-11 (9%) Total Staff Hours: 27,979
Adopted FY 2011-12 (9%) Total Staff Hours: 23,295

	Hours
Initiate 6 bi-monthly Sergeants' patrol performance meetings by June 2012.	2010
Revise the Police Department website to make it more accessible and to provide increased customer service through the internet by June 2012.	2841
Create a procedural manual to facilitate and support succession planning and training for Management Services Division-Records Unit by June 2012.	2641
Complete 50 dog licensing investigation and citation details by June 2012.	3302
Create a juvenile helmet law compliance program with public education, media outreach and at least 2 enforcement details by June 2012.	659
Research and create a Request for Proposal (RFP) and selection process for the City's vehicle towing contract by December 2011.	228
Comply with all certification, assurances and audit requirements of recovery stimulus grants received by the Redondo Beach Police Department by June 2012.	850
Create a marketing plan to develop staff and community support for the construction of a new Police station by June 2012.	900
Research, purchase and institute the DMS employee training tracking system by June 2012.	412
Research, develop and publish an RFP for a mobile surveillance trailer for the 9 South Bay cities by June 2012.	460
Purchase patrol vehicles according to the Vehicle Replacement Schedule and install electronics and computer technology by June 2012.	160
Organize and implement a training program coordinated with community support/help groups concerning the physical and financial abuse of elders by September 2011.	652
Continue the design and implementation of the Telestaff scheduling/call-out system, including the overtime distribution, task manager, and reporting components by June 2012.	2000

POLICE

▪ Working with information from State Parole, implement process that tracks parolee releases into our community and assigns officers to monitor them and hold them accountable for acceptable community behavior over a period of time sufficient to ensure that individual recidivism is not an issue by December 2011.	480
▪ Complete quality control and destroy 2004 crime reports by June 2012.	2800
▪ Research and update Missing Person entries in MUPS by June 2012.	2000
▪ Research, design and implement a video and audio surveillance system for the jail and investigations division interview rooms by June 2012.	300
▪ Organize and initiate a massage parlor reverse sting operation by December 2011.	400
▪ Explore the feasibility of creating and implementing a portable trailer mounted ALPR system by June 2012.	200

Customer Service and Referrals

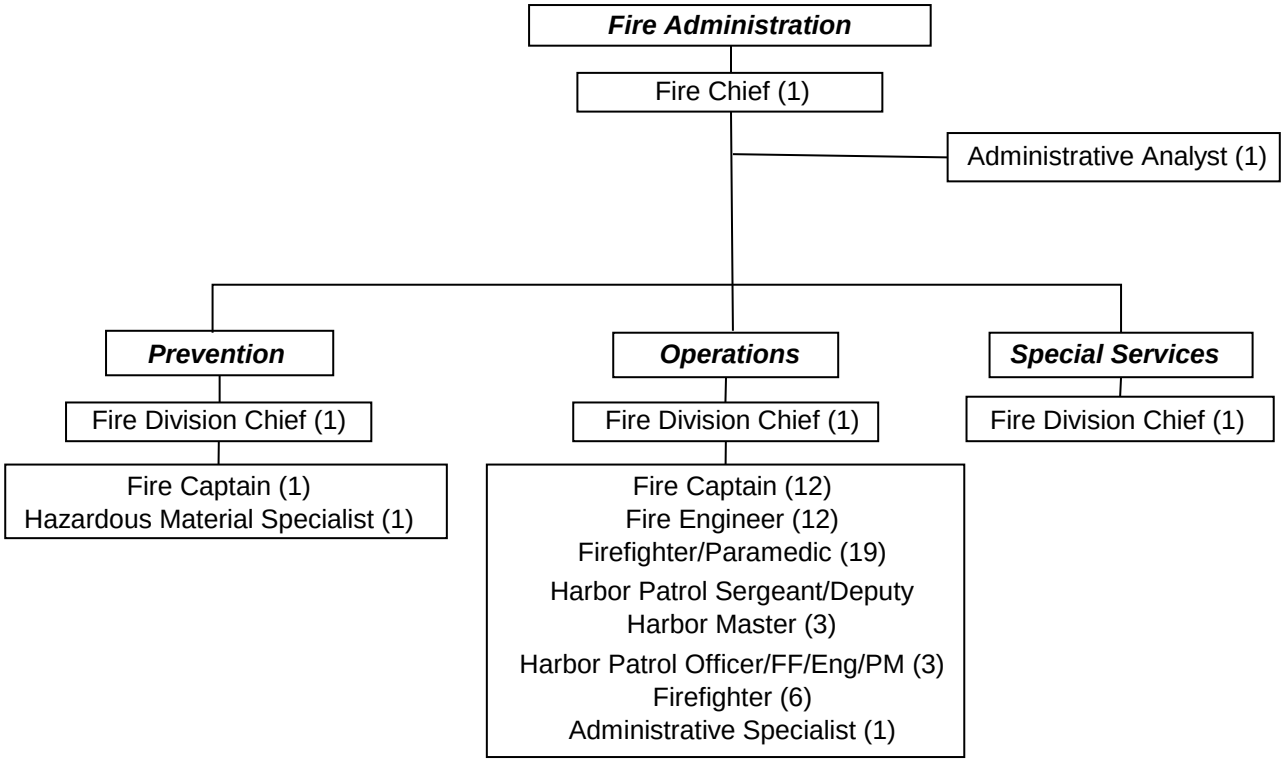
Adopted FY 2010-11 (9%) Total Staff Hours: 28,808
Adopted FY 2011-12 (9%) Total Staff Hours: 28,136

- 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 4 community awareness presentations on identity theft and/or parent-teacher narcotic education.
- 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.

FIRE

Mission Statement: *Serving the community by protecting life, property, and the environment through prevention, education, and emergency services.*

FIRE
Adopted Budget - FY 2011-12



SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

FIRE

Administration

1.00	Fire Chief
1.00	Administrative Analyst
2.00	

Prevention

1.00	Fire Division Chief
1.00	Fire Captain
1.00	Hazardous Material Specialist
3.00	

Operations

1.00	Fire Division Chief
12.00	Fire Captain
12.00	Fire Engineer
19.00	Firefighter/Paramedic
3.00	Harbor Patrol Sergeant/Deputy Harbor Master
3.00	Harbor Patrol Officer/FF/Eng/PM
6.00	Firefighter
1.00	Administrative Specialist
57.00	

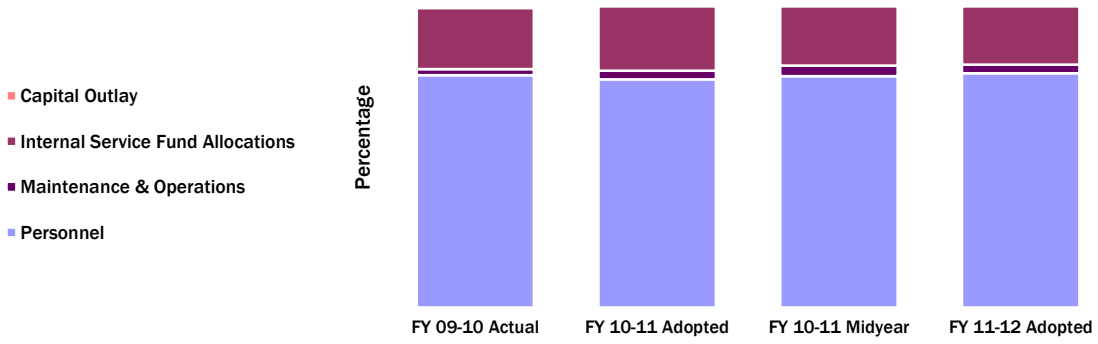
Special Services

1.00	Fire Division Chief
1.00	

TOTAL PERSONNEL: 63.00

FIRE

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	12,845,261	11,951,702	12,133,086	12,457,140	**324,054**	**3%**
Maintenance & Operations	340,479	454,391	556,236	457,491	**(98,745)**	**(18%)**
Internal Service Fund Allocations	3,369,505	3,369,505	3,092,734	3,092,734	**-**	**0%**
Capital Outlay	84,013	-	-	-	**-**	**0%**
TOTAL	**16,639,258**	**15,775,598**	**15,782,056**	**16,007,365**	**225,309**	**1%**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	14,280,449	13,829,540	13,719,804	14,026,630	**306,826**	**2%**
Intergovernmental Grants	131,628	48,000	85,345	48,000	**(37,345)**	**(44%)**
Disaster Recovery	56,026	17,060	17,060	17,060	**-**	**0%**
Harbor Tidelands	1,657,283	1,653,723	1,600,663	1,667,889	**67,226**	**4%**
Solid Waste	217,666	227,275	231,184	247,786	**16,602**	**7%**
Self-Insurance Program	296,206	-	128,000	-	**(128,000)**	**(100%)**
TOTAL	**16,639,258**	**15,775,598**	**15,782,056**	**16,007,365**	**225,309**	**1%**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	437,601	427,478	434,677	444,779	**10,102**	**2%**
Maintenance & Operations	61,168	47,680	136,983	45,280	**(91,703)**	**(67%)**
Internal Service Fund Allocations	364,303	364,303	275,135	275,135	**-**	**0%**
Capital Outlay	84,013	-	-	-	**-**	**0%**
TOTAL	**947,085**	**839,461**	**846,795**	**765,194**	**(81,601)**	**(10%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	863,072	839,461	821,992	765,194	**(56,798)**	**(7%)**
Intergovernmental Grants	84,013	-	24,803	-	**(24,803)**	**(100%)**
TOTAL	**947,085**	**839,461**	**846,795**	**765,194**	**(81,601)**	**(10%)**

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 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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	689,159	689,460	691,706	720,123	**28,417**	**4%**
Maintenance & Operations	18,519	28,841	28,841	27,641	**(1,200)**	**(4%)**
Internal Service Fund Allocations	368,802	368,802	340,172	340,172	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,076,480**	**1,087,103**	**1,060,719**	**1,087,936**	**27,217**	**3%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	858,814	859,828	829,535	840,150	**10,615**	**1%**
Solid Waste	217,666	227,275	231,184	247,786	**16,602**	**7%**
TOTAL	**1,076,480**	**1,087,103**	**1,060,719**	**1,087,936**	**27,217**	**3%**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	11,297,001	10,504,362	10,654,037	10,937,686	**283,649**	**3%**
Maintenance & Operations	235,734	335,600	348,142	342,300	**(5,842)**	**(2%)**
Internal Service Fund Allocations	2,328,048	2,328,048	2,147,621	2,147,621	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**13,860,783**	**13,168,010**	**13,149,800**	**13,427,607**	**277,807**	**2%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	11,826,567	11,466,287	11,360,595	11,711,718	**351,123**	**3%**
Intergovernmental Grants	47,615	48,000	60,542	48,000	**(12,542)**	**(21%)**
Disaster Recovery	33,112	-	-	-	**-**	**0%**
Harbor Tidelands	1,657,283	1,653,723	1,600,663	1,667,889	**67,226**	**4%**
Self-Insurance Program	296,206	-	128,000	-	**(128,000)**	**(100%)**
TOTAL	**13,860,783**	**13,168,010**	**13,149,800**	**13,427,607**	**277,807**	**2%**

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. To manage the City's Emergency Preparedness Committee. To meet State/Federal laws/mandates including the National Emergency Management System (NEMS). To 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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	421,500	330,402	352,666	354,552	**1,886**	**1%**
Maintenance & Operations	25,058	42,270	42,270	42,270	**-**	**0%**
Internal Service Fund Allocations	308,352	308,352	329,806	329,806	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**754,910**	**681,024**	**724,742**	**726,628**	**1,886**	**0%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	731,996	663,964	707,682	709,568	**1,886**	**0%**
Disaster Recovery	22,914	17,060	17,060	17,060	**-**	**0%**
TOTAL	**754,910**	**681,024**	**724,742**	**726,628**	**1,886**	**0%**

FIRE

Core Service Activities

Adopted	**FY 2010-11**	**(75%)**	**Total Staff Hours:**	**98,360**
Adopted	**FY 2011-12**	**(75%)**	**Total Staff Hours:**	**98,280**

Fire Administration

- Direct the day-to-day administration of the Fire Department.
- Provide leadership and direction to 65 full-time employees.
- Prepare, submit and manage the annual Fire Department budget.
- Develop and redefine policy that continually improves public safety.
- Administer 3 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 5,400 reported 9-1-1 incidents to include: Approximately 80-100 active fires; 1,400 non-fire and marine related incidents and 3,900 medical incidents.
- Administer 500 hours of mandated OSHA training to 60 firefighters in respiratory protection practices.
- Complete 2,400 hours of fire station and emergency equipment maintenance.
- Administer 45,990 hours of annual training to 60 firefighters in required fire suppression and medical skills, 2-hours per day, per individual.
- Attend all Harbor Commission meetings as required.

Fire Prevention

- Supervise all activities and personnel assigned to the Fire Prevention Division.
- Conduct 5,200 to 5,400 annual B-Occupancy and Fire Permit inspections.
- Conduct life-safety occupancy overcrowding inspections during nighttime hours in all permitted nightclubs.
- Ensure fire code compliance of approximately 1,100 to 1,300 documented violations within sixty (60) days of issuance.

FIRE

- Conduct comprehensive investigation(s) and witness interviews in all suspected arson and hazardous materials related incidents.
- Complete approximately 235-fire sprinkler and fire alarm plan reviews within 10 days of submittal and perform required field inspections.
- Conduct 126 hazardous materials disclosure inspections and update approximately 61 disclosure records and emergency response plans.
- Conduct approximately 12 public education school programs and 24 fire station tours.
- Attend all monthly Public Safety Commission meetings as required.

Special Services / EMS and Emergency Preparedness

- Maintain the annual registration of 41-EMT's and 22-licensed paramedics with the Los Angeles Department of Health Services and EMS Division.
- Provide management oversight to the Department's Medical Director and Nurse Practitioner.
- Attend 12 monthly meetings with the City's Area G Disaster Preparedness Coordinator to ensure operational readiness.
- Updating the City's Hazard Mitigation Plan manuals per FEMA mandates.
- Maintain certification of 22 practicing paramedics in State mandated 12-Lead EKG medical training as required by L.A. County Health Care Agency.
- Provide ongoing training to 60 suppression personnel in communicable disease control methods as required by Cal-OSHA mandates.

Harbor Patrol

- Respond to all fire, medical, and marine related emergencies within the designated Harbor area.
- Respond to approximately 7 requests for mutual aid.
- Conduct annual inspections on approximately 1,400 vessel slips and adjacent docks, documenting violations and notifying leaseholders.
- Continue eligibility for State Boating and Waterways grant funding by delivering 2 40-hour boating and safety classes to the public.
- Conduct 2 extended marina patrols totaling 1,500 hours.

Key Projects and Assignments

Adopted FY 2010-11 (15%) Total Staff Hours: 19,160
Adopted FY 2011-12 (15%) Total Staff Hours: 19,656

	Hours
▪ Develop an implementation plan for the Fire Department's new records management/fire prevention software by December 2011.	3175
▪ Develop a transition plan to occupy and begin emergency operations from the new Harbor Patrol facility by June 2012.	2801

FIRE

▪ Initiate training to all City department heads on the operations of the renovated Emergency Operations Center by June 2012.	1500
▪ Administer a Beach Cities Health District $42,000 grant for medical equipment upgrades and personnel medical training by December 2011.	1100
▪ Conduct 2 Fire Department sponsored CERT programs by June 2012.	3770
▪ Coordinate the 4th of July 2010 pyrotechnics display by July 2011.	1125
▪ Coordinate the filming and special effects of all television and motion picture filming in the City by June 2012.	1300
▪ Respond to all wildland disaster fires within the greater Los Angeles, Orange, and San Bernardino counties upon request by June 2012.	3500
▪ Work with the Harbor Director on development of an operational and procedures policy regarding the installation of a mooring basin in the main channel of King Harbor marina by September 2011.	900
▪ Participate in the City Wide Disaster Drill in cooperation with the County of Los Angeles to exercise current City policies and procedures by March 2012.	300
▪ Update the City's tsunami response policy and procedure protocols by December 2011.	185

Customer Service and Referrals

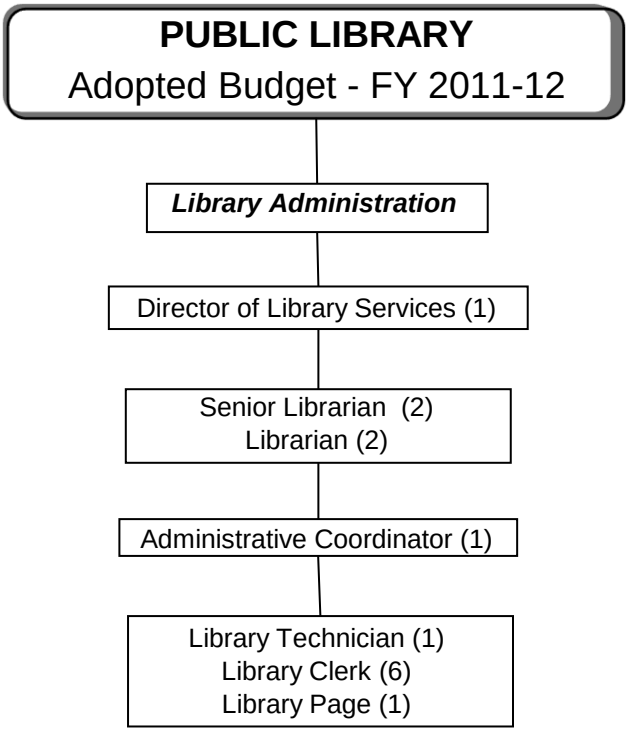
Adopted	**FY 2010-11**	**(10%)**	**Total Staff Hours:**	**13,520**
Adopted	**FY 2011-12**	**(10%)**	**Total Staff Hours:**	**13,104**

- 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.

THIS PAGE LEFT INTENTIONALLY BLANK

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.*


PUBLIC LIBRARY
Adopted Budget - FY 2011-12
Library Administration
Director of Library Services (1)
Senior Librarian (2)
Librarian (2)
Administrative Coordinator (1)
Library Technician (1)
Library Clerk (6)
Library Page (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

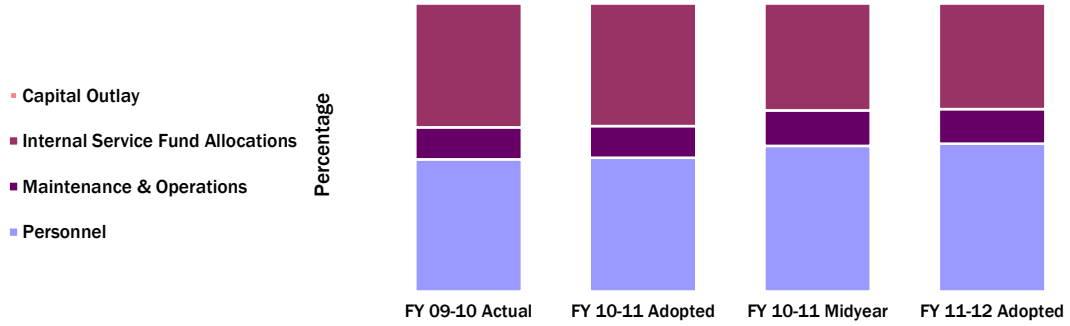
PUBLIC LIBRARY

1.00	Director of Library Services
2.00	Senior Librarian
2.00	Librarian
1.00	Administrative Coordinator
1.00	Library Technician
6.00	Library Clerk
1.00	Library Page
14.00	

TOTAL PERSONNEL: 14.00

PUBLIC LIBRARY

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,700,951	1,739,393	1,739,685	1,787,079	**47,394**	**3%**
Maintenance & Operations	410,802	411,110	424,650	414,634	**(10,016)**	**(2%)**
Internal Service Fund Allocations	1,591,666	1,591,666	1,275,009	1,275,009	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,703,419**	**3,742,169**	**3,439,344**	**3,476,722**	**37,378**	**1%**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	3,696,009	3,742,169	3,439,344	3,476,722	**37,378**	**1%**
Intergovernmental Grants	7,410	-	-	-	**-**	**0%**
TOTAL	**3,703,419**	**3,742,169**	**3,439,344**	**3,476,722**	**37,378**	**1%**

PUBLIC LIBRARY

Core Service Activities

Adopted FY 2010-11 (92%) Total Staff Hours: 26,730
Adopted FY 2011-12 (96%) Total Staff Hours: 28,000

- 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.; the North Branch Library with 32 weekly public open hours Monday, Wednesday and Thursday 12:00 P.M. to 8:00 P.M.. and Saturday 9:00 A.M. to 5:00 P.M.; closed Sundays and 12 holidays with part-time staffing of approximately 22,550 hours.
- Maintain a patron database of 60,680 cardholders.
- Serve approximately 410,000 library customers.
- 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 online tutorial for students and career planning via the Tutor.com Learning Suite Help.

Key Projects and Assignments

Adopted FY 2010-11 (6%) Total Staff Hours: 1,740
Adopted FY 2011-12 (2%) Total Staff Hours: 470

	Hours
Conduct children, teen, and adult summer reading programs for approximately 2,000 participants by December 2011.	150
Conduct 12 internet classes for the public by June 2012.	100
Implement 4 6-session story time programs at North Branch by June 2012.	120
Implement monthly programs at North Branch for adults, family, or teens by June 2012.	100

Customer Service and Referrals

Adopted FY 2010-11 (2%) Total Staff Hours: 650
Adopted FY 2011-12 (2%) Total Staff Hours: 650

- Achieve a customer satisfaction rating exceeding 92% on the annual user survey.
- Respond to customer phone calls and emails within 24 business hours.
- Hold quarterly staff meetings with focus on customer service.

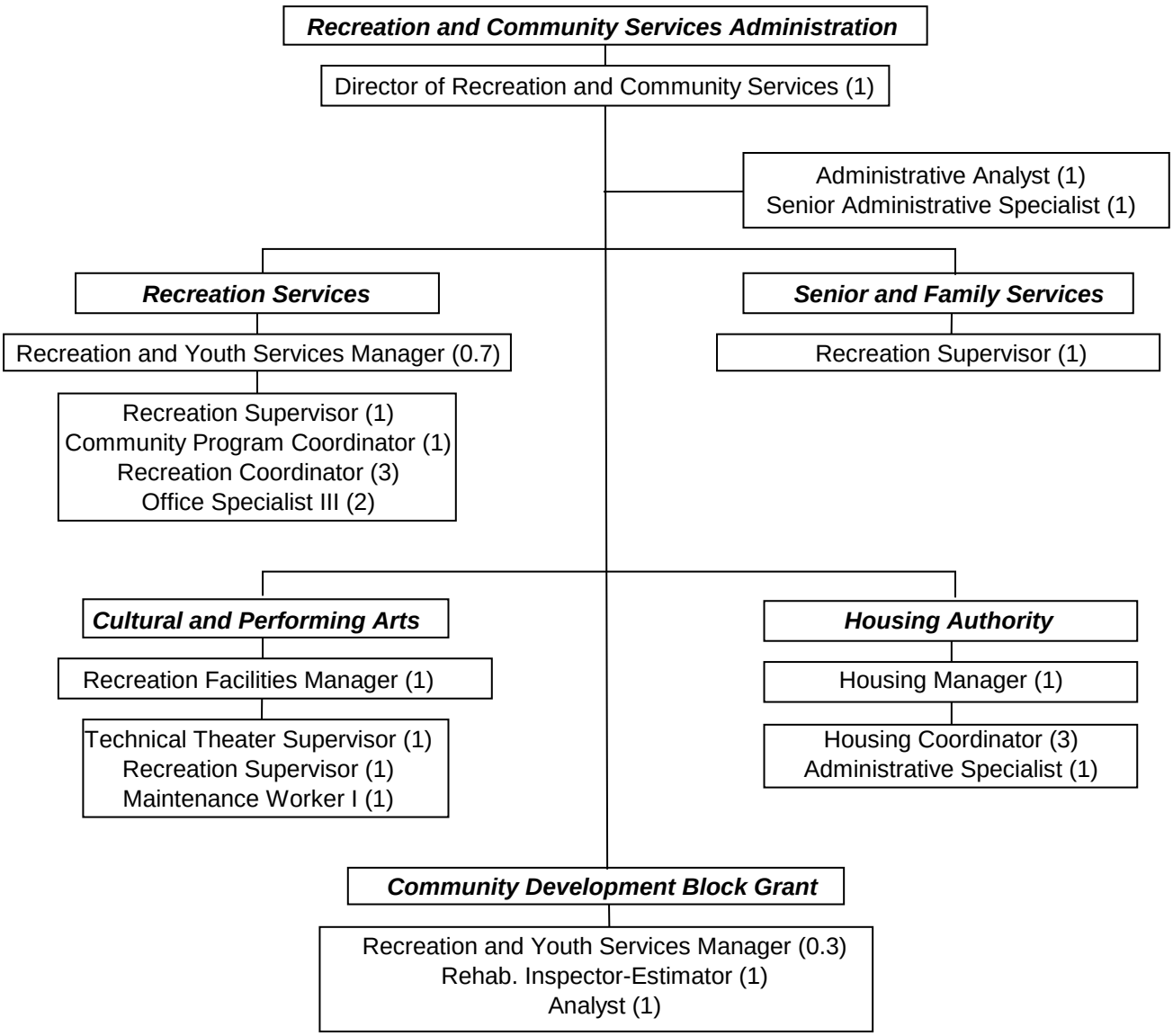
THIS PAGE LEFT INTENTIONALLY BLANK

RECREATION AND COMMUNITY SERVICES

Mission Statement: *To improve the quality of life in Redondo Beach by providing excellent and contemporary recreation and cultural programs, activities, facilities, and social and family services.*

RECREATION AND COMMUNITY SERVICES

Adopted Budget - FY 2011-12



SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

RECREATION AND COMMUNITY SERVICES

Administration

1.00	Director of Recreation and Community Services
1.00	Administrative Analyst
1.00	Senior Administrative Specialist
3.00	

Recreation Services

0.70	Recreation and Youth Services Manager
1.00	Recreation Supervisor
1.00	Community Program Coordinator
3.00	Recreation Coordinator
2.00	Office Specialist III
7.70	

Cultural and Performing Arts

1.00	Recreation Facilities Manager
1.00	Technical Theater Supervisor
1.00	Recreation Supervisor
1.00	Maintenance Worker I
4.00	

Senior and Family Services

1.00	Recreation Supervisor
1.00	

Housing Authority

1.00	Housing Manager
3.00	Housing Coordinator
1.00	Administrative Specialist
5.00	

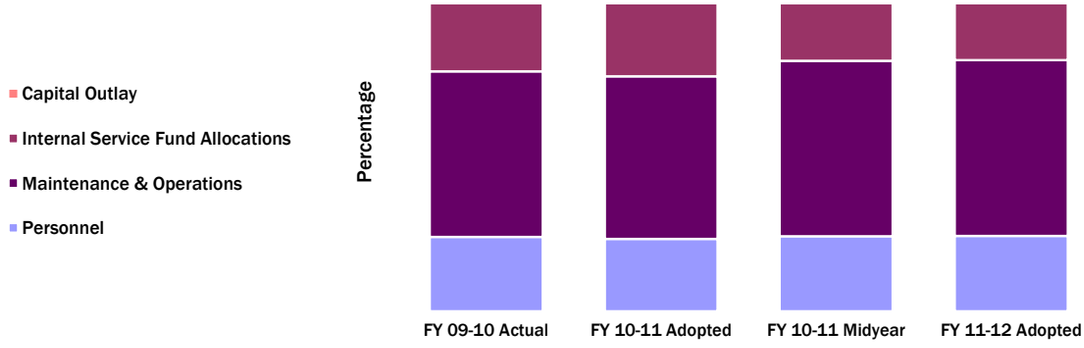
Community Development Block Grant

0.30	Recreation and Youth Services Manager
1.00	Rehab. Inspector-Estimator
1.00	Analyst
2.30	

TOTAL PERSONNEL: 23.00

RECREATION AND COMMUNITY SERVICES

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	3,456,586	3,125,928	3,132,140	3,193,178	**61,038**	**2%**
Maintenance & Operations	7,707,242	7,025,568	7,342,839	7,490,762	**147,923**	**2%**
Internal Service Fund Allocations	3,168,460	3,152,878	2,407,138	2,407,138	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**14,332,288**	**13,304,374**	**12,882,117**	**13,091,078**	**208,961**	**2%**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	6,223,013	5,995,709	5,476,189	5,087,651	**(388,538)**	**(7%)**
Intergovernmental Grants	8,440	-	26,221	-	**(26,221)**	**(100%)**
Community Develop Block Grant	400,368	357,211	329,763	379,266	**49,503**	**15%**
Workforce Investment Act	2,374	-	-	-	**-**	**0%**
Housing Authority	6,533,347	5,537,160	5,555,682	6,128,360	**572,678**	**10%**
Harbor Tidelands	452,000	446,902	524,972	515,402	**(9,570)**	**(2%)**
Harbor Uplands	-	-	-	23,550	**23,550**	**n/a**
Redevelopment Agency	712,746	967,392	969,290	956,849	**(12,441)**	**(1%)**
TOTAL	**14,332,288**	**13,304,374**	**12,882,117**	**13,091,078**	**208,961**	**2%**

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 23 full-time positions, approximately 224 part-time positions, and numerous contract employees to ensure the community receives high quality and cost effective services that improve the attractiveness and livability of Redondo Beach neighborhoods.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	419,624	378,805	379,148	285,592	**(93,556)**	**(25%)**
Maintenance & Operations	87,955	82,634	110,324	83,634	**(26,690)**	**(24%)**
Internal Service Fund Allocations	92,490	92,490	76,789	76,789	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**600,069**	**553,929**	**566,261**	**446,015**	**(120,246)**	**(21%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	600,069	553,929	566,261	346,837	**(219,424)**	**(39%)**
Harbor Tidelands	-	-	-	23,550	**23,550**	**n/a**
Harbor Uplands	-	-	-	23,550	**23,550**	**n/a**
Redevelopment Agency	-	-	-	52,078	**52,078**	**n/a**
TOTAL	**600,069**	**553,929**	**566,261**	**446,015**	**(120,246)**	**(21%)**

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, Veteran's Park Community Center, Seaside Lagoon, the After-School & Summer Camp 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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,358,589	1,275,734	1,280,539	1,287,863	**7,324**	**1%**
Maintenance & Operations	1,009,024	917,141	1,080,090	840,641	**(239,449)**	**(22%)**
Internal Service Fund Allocations	1,571,142	1,571,142	1,228,731	1,228,731	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,938,755**	**3,764,017**	**3,589,360**	**3,357,235**	**(232,125)**	**(6%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	3,478,315	3,317,115	3,038,167	2,865,383	**(172,784)**	**(6%)**
Intergovernmental Grants	8,440	-	26,221	-	**(26,221)**	**(100%)**
Harbor Tidelands	452,000	446,902	524,972	491,852	**(33,120)**	**(6%)**
TOTAL	**3,938,755**	**3,764,017**	**3,589,360**	**3,357,235**	**(232,125)**	**(6%)**

RECREATION AND COMMUNITY SERVICES

WORKFORCE INVESTMENT ACT (WIA)

Note: With the adoption of the FY 2008-09 budget, the Workforce Investment Act program's budget, grant contracts and services were transferred to an alternative organization approved by the City Council that would serve Redondo Beach residents.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	2,374	-	-	-	-	0%
Internal Service Fund Allocations	-	-	-	-	-	0%
Capital Outlay	-	-	-	-	-	0%
TOTAL	**2,374**	**-**	**-**	**-**	**-**	**0%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Workforce Investment Act	2,374	-	-	-	-	0%
TOTAL	**2,374**	**-**	**-**	**-**	**-**	**0%**

RECREATION AND COMMUNITY SERVICES

CULTURAL AND PERFORMING ARTS

Purpose: To operate and manage rentals at the City's 1,457 seat Performing Arts Center, manage rentals at the Franklin Community Center and at Heritage Court, manage inventory, tours and public viewing hours at the Historical Museum, provide the annual Summer Drama Camp and the Outdoor Family Classic Film Series, administer the City's Public Art Program, manage the City's weekly Farmer's Market, manage the City's Street Banners Program, provide liason services to the Public Art Commission and the Historical Commission and administer the City's annual City Coin Program. Provide representation at various culturally oriented community groups such as the Redondo Beach Art Group, Friends of Redondo Beach Arts and Hands on Art. Increase and enhance the variety and quality of the community's cultural events and activities to improve the livability of the City's neighborhoods.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	599,146	566,609	567,445	580,691	**13,246**	**2%**
Maintenance & Operations	76,821	162,532	200,992	168,032	**(32,960)**	**(16%)**
Internal Service Fund Allocations	947,625	947,625	663,399	663,399	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,623,592**	**1,676,766**	**1,431,836**	**1,412,122**	**(19,714)**	**(1%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,623,592	1,676,766	1,431,836	1,412,122	**(19,714)**	**(1%)**
TOTAL	**1,623,592**	**1,676,766**	**1,431,836**	**1,412,122**	**(19,714)**	**(1%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	241,211	153,254	153,266	175,150	**21,884**	**14%**
Maintenance & Operations	64,201	79,020	79,020	80,520	**1,500**	**2%**
Internal Service Fund Allocations	215,625	215,625	207,639	207,639	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**521,037**	**447,899**	**439,925**	**463,309**	**23,384**	**5%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	521,037	447,899	439,925	463,309	**23,384**	**5%**
TOTAL	**521,037**	**447,899**	**439,925**	**463,309**	**23,384**	**5%**

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, to manage the City's Inclusionary Housing Program, and to offer general information regarding landlord/tenant laws to the public, ultimately improving the City's attractiveness and the livability of neighborhoods.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	454,620	468,105	468,149	558,547	**90,398**	**19%**
Maintenance & Operations	6,104,831	5,094,106	5,153,921	5,627,800	**473,879**	**9%**
Internal Service Fund Allocations	138,219	138,219	133,268	133,268	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**6,697,670**	**5,700,430**	**5,755,338**	**6,319,615**	**564,277**	**10%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Housing Authority	6,533,347	5,537,160	5,555,682	6,128,360	**572,678**	**10%**
Redevelopment Agency	164,323	163,270	199,656	191,255	**(8,401)**	**(4%)**
TOTAL	**6,697,670**	**5,700,430**	**5,755,338**	**6,319,615**	**564,277**	**10%**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	383,396	283,421	283,593	305,335	**21,742**	**8%**
Maintenance & Operations	362,036	690,135	718,492	690,135	**(28,357)**	**(4%)**
Internal Service Fund Allocations	203,359	187,777	97,312	97,312	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**948,791**	**1,161,333**	**1,099,397**	**1,092,782**	**(6,615)**	**(1%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Community Develop Block Grant	400,368	357,211	329,763	379,266	**49,503**	**15%**
Redevelopment Agency	548,423	804,122	769,634	713,516	**(56,118)**	**(7%)**
TOTAL	**948,791**	**1,161,333**	**1,099,397**	**1,092,782**	**(6,615)**	**(1%)**

RECREATION AND COMMUNITY SERVICES

Core Service Activities

Adopted FY 2010-11 (94%) Total Staff Hours: 44,845
Adopted FY 2011-12 (94%) Total Staff Hours: 44,845

- Operate 17 community recreation and cultural facilities.
- Provide staff liaisons to the Recreation and Parks, Historical, Youth, Public Art, and Housing commissions.
- Produce quarterly City newsletters/program brochures.
- Provide recreation programs, camps, and classes to 12,000 registered youth and adult participants.
- Operate an after school program that serves 305 students per year.
- Serve as liaison to 8 local youth sports organizations and assist in the annual coordination of field space and other City support needs.
- Schedule and manage the Seaside Lagoon's summer swim program and the 95 special events that occur at the facility throughout the year.
- Administer the Thursday Farmers Market and coordinate 34 vendors per week.
- Manage the Redondo Beach Performing Arts Center and serve 57 clients who lease the facility for 279 days each year and provide 182 performances, presentations, and/or meetings for 500,000 annual audience members.
- Host 12 visual art exhibitions at the Redondo Beach Performing Arts Center.
- Coordinate the design contest and production of the annual City coin.
- Serve as liaison to a variety of community based cultural arts organizations.
- Provide 4 outdoor Family Classic Film Festival Series showings.
- Manage the City's Street Banner Program.
- Administer the City's Public Art Program.
- Manage the inventory and operation of the Historical Museum.
- Coordinate the annual 4th of July Fireworks Celebration, Veterans Day Tribute, Senior Health Fair, Holiday Tree Lighting Ceremony, City Birthday, and Recreation Camp Expo events.
- Plan and organize programs and services for 41,000 senior citizen and adult-disabled participants annually at the City's 3 senior centers through the coordination of 130 volunteers.
- Provide counter and referral assistance to 16,000 senior and adult-disabled citizens.
- Coordinate and manage the senior lunch program in conjunction with local community partners to provide 7,300 lunches each year.
- Administer the City's Section 8 Housing program and provide rental assistance to approximately 555 households each month.
- Administer the City's Inclusionary Housing Program by reviewing qualifications of prospective homebuyers and monitoring 5 residential developments.
- Provide $250,000 in deferred payment loans for housing rehabilitation projects to 3 or 4 low-income homeowners through the City's CDBG program.

RECREATION AND COMMUNITY SERVICES

- Administer CDBG mobility access projects and provide handyperson improvements for 35 low-income homeowners.
- Implement Vitality City principles and practices throughout the department's services and program offerings.

Key Projects and Assignments

Adopted FY 2010-11 (4%) Total Staff Hours: 2,000
Adopted FY 2011-12 (4%) Total Staff Hours: 2,000

	Hours
▪ Finalize emergency evacuation plans for the City's 3 senior centers with assistance from the Fire Department by August 2011.	50
▪ Complete cross-training of Recreation Services and Senior Services staff to serve the public at the new Artesia offices by August 2011.	100
▪ Complete implementation of CLASS software for scheduling of the City's 3 senior centers by August 2011.	40
▪ Continue to update the Recreation User Pay programs to align offerings with contemporary participant interests by October 2011.	100
▪ Continue to update Senior Services programs to align offerings with contemporary participant interests by October 2011.	100
▪ Coordinate construction and funding of the band shell replacement project at Veterans Park by October 2011 working with Leadership Redondo and the Engineering Department.	150
▪ Hold a departmental strategic plan workshop by December 2011.	150
▪ Continue to develop policies and procedures, including a comprehensive manual, for administration of the City's Inclusionary Housing Program by December 2011.	60
▪ Update the department's Emergency Operations Plan and facilitate a half-day class in care and shelter management for department staff through the American Red Cross or other qualified agency by December 2011.	150
▪ Working with the Financial Services Department, complete the Redondo Beach Historical Museum inventory by December 2011.	100
▪ Complete the Public Art Location Plan and present to the City Council by December 2011.	150
▪ Review and recommend update to Master Fee Schedule to corporate rentals at RBPAC by January 2012.	50
▪ Facilitate renewal of the agreement with the Redondo Beach Historical Society for operation of the Morrell House by February 2012.	50
▪ Complete construction of Seaside Lagoon restroom improvements by May 2012 working with the Engineering Department.	100

RECREATION AND COMMUNITY SERVICES

▪ Coordinate the capital projects for park, recreation, and cultural facilities that receive FY 2011-12 appropriations and/or volunteer funding and support by June 2012.	250
▪ Research and recommend corporate and individual RBPAC naming rights/sponsorship agreements by June 2012.	150
▪ Working with the Public Works Department and interns, develop draft and master plans for Veterans Park and Perry Park by June 2012.	150
▪ Implement Phase I of the Vitality City program by June 2012.	100

Customer Service and Referrals

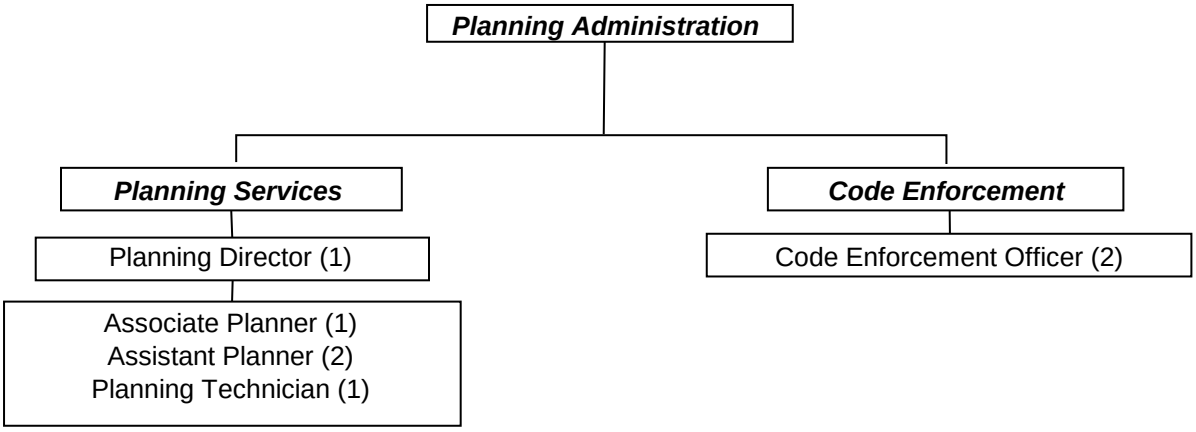
Adopted FY 2010-11 (2%) Total Staff Hours: 995
Adopted FY 2011-12 (2%) Total Staff Hours: 995

- Respond within a 24 hour period to at least 95% of the RBPAC's more than 1,000 non-client phone queries each year.
- 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.

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.*

PLANNING
Adopted Budget - FY 2011-12



SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

PLANNING

Planning Services

1.00	Planning Director
1.00	Associate Planner
2.00	Assistant Planner
1.00	Planning Technician
5.00	

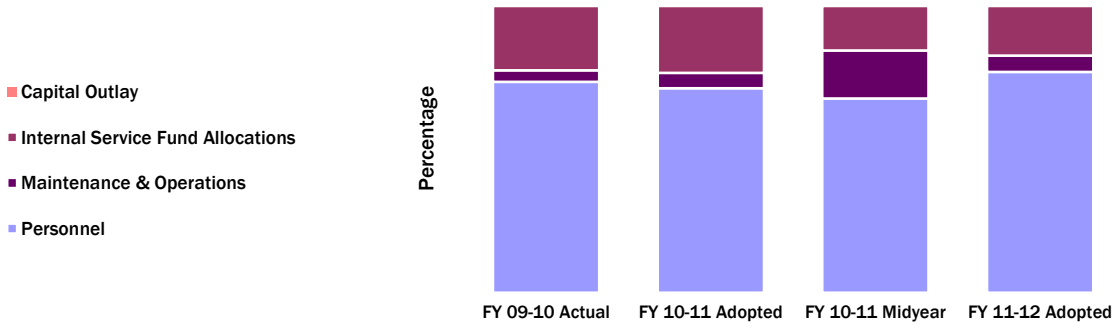
Code Enforcement

2.00	Code Enforcement Officer
2.00	

TOTAL PERSONNEL: 7.00

PLANNING

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	786,454	736,061	737,034	751,131	**14,097**	**2%**
Maintenance & Operations	42,541	55,479	181,723	55,479	**(126,244)**	**(69%)**
Internal Service Fund Allocations	240,765	240,765	169,876	169,876	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,069,760**	**1,032,305**	**1,088,633**	**976,486**	**(112,147)**	**(10%)**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,069,760	1,032,305	1,034,293	976,486	**(57,807)**	**(6%)**
Harbor Tidelands	-	-	23,475	-	**(23,475)**	**(100%)**
Harbor Uplands	-	-	25,592	-	**(25,592)**	**(100%)**
Redevelopment Agency	-	-	5,273	-	**(5,273)**	**(100%)**
TOTAL	**1,069,760**	**1,032,305**	**1,088,633**	**976,486**	**(112,147)**	**(10%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	694,430	641,920	642,700	650,788	**8,088**	**1%**
Maintenance & Operations	39,311	48,903	175,147	48,903	**(126,244)**	**(72%)**
Internal Service Fund Allocations	200,803	200,803	142,220	142,220	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**934,544**	**891,626**	**960,067**	**841,911**	**(118,156)**	**(12%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	934,544	891,626	905,727	841,911	**(63,816)**	**(7%)**
Harbor Tidelands	-	-	23,475	-	**(23,475)**	**(100%)**
Harbor Uplands	-	-	25,592	-	**(25,592)**	**(100%)**
Redevelopment Agency	-	-	5,273	-	**(5,273)**	**(100%)**
TOTAL	**934,544**	**891,626**	**960,067**	**841,911**	**(118,156)**	**(12%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	92,024	94,141	94,334	100,343	**6,009**	**6%**
Maintenance & Operations	3,230	6,576	6,576	6,576	**-**	**0%**
Internal Service Fund Allocations	39,962	39,962	27,656	27,656	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**135,216**	**140,679**	**128,566**	**134,575**	**6,009**	**5%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	135,216	140,679	128,566	134,575	**6,009**	**5%**
TOTAL	**135,216**	**140,679**	**128,566**	**134,575**	**6,009**	**5%**

PLANNING

Core Service Activities

Adopted FY 2010-11 (68%) Total Staff Hours: 11,271
Adopted FY 2011-12 (63%) Total Staff Hours: 9,191

- Respond to approximately 2,500 public counter information inquiries and 2,000 phone calls about zoning, the General Plan, projects and planning applications.
- Complete the administrative processing of 15 2-3 unit residential applications, with 100% completed within 45 days.
- Render an administrative decision for 12 modifications (administrative variances) within 21 days of submittal of an application.
- Complete the processing of 30 applications requiring approval of the Planning Commission, Harbor Commission, Preservation Commission, and City Council.
- Complete the processing of 1 zoning amendment and 1 General Plan amendment.
- Complete 50 final inspections for development projects within 48 hours of the request for inspection.
- Complete 300 reviews of development plans submitted for plan check, 270 (90%) completed within three weeks and 30 (10%) completed within six weeks.
- Issue 50 Stop Work orders for construction being performed without a permit.
- Perform 150 business license investigations related to businesses with expired business licenses and businesses operating without a license.
- Complete processing of 6 new entertainment permits.

Key Projects and Assignments

Adopted FY 2010-11 (14%) Total Staff Hours: 2,329
Adopted FY 2011-12 (16%) Total Staff Hours: 2,329

	Hours
Implement policies and specific assignments resulting from a comprehensive update to the Circulation Element of the General Plan by June 2012.	300
Complete necessary revisions to achieve certification of the Housing Element (following review by the California Department of Housing and Community Development) by July 2011.	400
Implement a priority matrix for Citizens' Growth Management Committee recommendations in accordance with City Council direction by June 2012.	200
Prepare amendments to the Zoning Ordinance and General Plan as directed by the City Council in response to projects included in response to recommendations from the Citizens' Growth Management Committee, and implement policies of the Housing Element and Circulation Element of the General Plan, for consideration by the Planning Commission and City Council by June 2012.	1129

PLANNING

- Complete the Harbor and Pier land use amendment process with the Coastal Commission and complete all required actions for placement of the Coastal Land Use Plan amendments to a public vote by June 2012. 200
- Assist City Manager in land use and urban design aspects of Harbor and Pier, Riviera Village and Artesia Boulevard Corridor revitalization by June 2012.. 100

Customer Service and Referrals

Adopted FY 2010-11 (18%) Total Staff Hours: 3,040
Adopted FY 2011-12 (21%) Total Staff Hours: 3,040

- Expedite plan check 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 8 hours of training to key department staff in public speaking presentation skills by December 2011.
- Provide a training session to improve report writing skills for appropriate staff by December 2011.
- 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 2,500 phone inquiries about Code Enforcement related issues.

ENGINEERING AND BUILDING SERVICES

Mission Statement: *To ensure that public and private facilities are constructed in a safe and cost-effective manner.*

ENGINEERING AND BUILDING SERVICES

Adopted Budget - FY 2011-12

Engineering and Building Services Administration

Engineering Services

City Engineer/City Building Official (0.5)

Principal Civil Engineer (1)

Civil Engineer (2)
Capital Projects Program Manager (1)
Transportation Engineer (1)
Associate Civil Engineer (4)
Assistant Civil Engineer (2)
Analyst (1)
Public Works Inspector (1)
Building and Engineering Technician (1)

Building Services

City Engineer/Chief Building Official (0.5)

Senior Plan Check Engineer (1)

Plan Check Engineer (1)
Building Regulations Manager (1)
Plans Examiner (1)
Senior Building Inspector (2)
Building and Engineering Technician (2)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

ENGINEERING AND BUILDING SERVICES

Engineering Services

0.50	City Engineer/City Building Official
1.00	Principal Civil Engineer
2.00	Civil Engineer
1.00	Capital Projects Program Manager
1.00	Transportation Engineer
4.00	Associate Civil Engineer
2.00	Assistant Civil Engineer
1.00	Analyst
1.00	Public Works Inspector
1.00	Building and Engineering Technician
14.50	

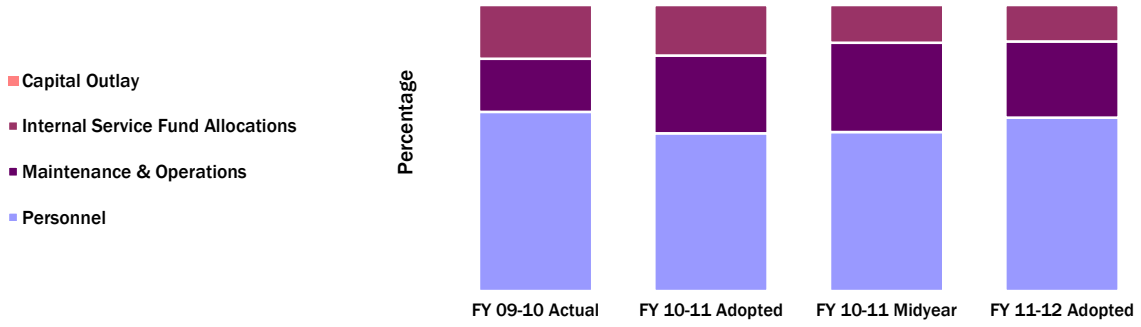
Building Services

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 and Engineering Technician
8.50	

TOTAL PERSONNEL: 23.00

ENGINEERING AND BUILDING SERVICES

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	2,390,677	2,244,162	2,290,251	2,572,306	**282,055**	**12%**
Maintenance & Operations	706,229	1,103,653	1,288,838	1,130,953	**(157,885)**	**(12%)**
Internal Service Fund Allocations	720,261	720,261	543,700	543,700	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,817,167**	**4,068,076**	**4,122,789**	**4,246,959**	**124,170**	**3%**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	2,902,291	2,881,575	2,884,534	2,847,572	**(36,962)**	**(1%)**
Street Landscaping & Lighting	71,009	78,170	78,004	86,944	**8,940**	**11%**
Proposition C	230	230	192	192	**-**	**0%**
Capital Projects	93,058	118,727	118,761	125,424	**6,663**	**6%**
Harbor Tidelands	8,771	5,431	15,890	5,459	**(10,431)**	**(66%)**
Harbor Uplands	4,632	5,306	5,355	5,355	**-**	**0%**
Wastewater	737,176	978,637	1,020,053	1,176,013	**155,960**	**15%**
TOTAL	**3,817,167**	**4,068,076**	**4,122,789**	**4,246,959**	**124,170**	**3%**

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. The ongoing emphasis on obtaining Federal stimulus funding via ARRA holds special attention with the Engineering Division as staff positions the City to receive capital improvement funding. Our experienced and dedicated staff is committed to being efficient and cost-conscious in all areas of our operations. The Engineering Division is dedicated to supporting the City's mission, core values, and strategic plan goals.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,417,339	1,275,159	1,320,134	1,341,036	**20,902**	**2%**
Maintenance & Operations	672,707	1,057,062	1,193,726	1,084,362	**(109,364)**	**(9%)**
Internal Service Fund Allocations	368,428	368,428	307,800	307,800	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**2,458,474**	**2,700,649**	**2,821,660**	**2,733,198**	**(88,462)**	**(3%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,543,598	1,514,148	1,583,405	1,333,811	**(249,594)**	**(16%)**
Street Landscaping & Lighting	71,009	78,170	78,004	86,944	**8,940**	**11%**
Proposition C	230	230	192	192	**-**	**0%**
Capital Projects	93,058	118,727	118,761	125,424	**6,663**	**6%**
Harbor Tidelands	8,771	5,431	15,890	5,459	**(10,431)**	**(66%)**
Harbor Uplands	4,632	5,306	5,355	5,355	**-**	**0%**
Wastewater	737,176	978,637	1,020,053	1,176,013	**155,960**	**15%**
TOTAL	**2,458,474**	**2,700,649**	**2,821,660**	**2,733,198**	**(88,462)**	**(3%)**

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. The tide of construction activity in the City rises and falls in an ongoing cycle. As in cycles of past years, the ebb of contractor-driven construction has given way to a continued increase in homeowners taking advantage of greater contractor availability. The Building Division staff is committed to the mission of providing efficient, cost-conscious service to all areas of operation. The Building Division is dedicated to supporting the City's mission, core values, and strategic plan goals.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	973,338	969,003	970,117	1,231,270	**261,153**	**27%**
Maintenance & Operations	33,522	46,591	95,112	46,591	**(48,521)**	**(51%)**
Internal Service Fund Allocations	351,833	351,833	235,900	235,900	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,358,693**	**1,367,427**	**1,301,129**	**1,513,761**	**212,632**	**16%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	1,358,693	1,367,427	1,301,129	1,513,761	**212,632**	**16%**
TOTAL	**1,358,693**	**1,367,427**	**1,301,129**	**1,513,761**	**212,632**	**16%**

ENGINEERING AND BUILDING SERVICES

Core Service Activities

Adopted FY 2010-11 (57%) Total Staff Hours: 26,280
Adopted FY 2011-12 (63%) Total Staff Hours: 29,960

- Complete an average of 65 counter requests daily for a total of 15,210 annually.
- Perform 3,500 annual Engineering inspections within 24 hours.
- Complete 780 annual Engineering plan checks within 2 weeks.
- Complete 200 annual land management transactions within 1 week.
- Resolve an average of 6 citizen/Council requests weekly for a total of 312 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 and 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 1 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 6 Public Works Commission agenda packages annually with an average of 2 new items per meeting.
- Perform 11,000 annual Building Department inspections within 48 hours.
- Issue 2,500 Building Department permits annually.
- Complete 800 annual Building Department plan checks.
- Provide 650 annual building residential reports within 3 business days.
- Coordinate development of a draft Five Year Capital Improvement Program annually.
- Complete land management transactions including easements and property mergers as needed, including the Transit Center property exchange and the Marine Avenue property development, in support of economic development.
- Management of street landscaping and lighting assessment - $2.5 million revenue project.
- Management of sewer assessment - $3 million revenue project.
- Sanitary sewer SCADA system repair and upgrade.
- Sanitary sewer root control program.
- Sanitary sewer rehabilitation.
- Seaside Lagoon legal considerations.
- Wet weather bacterial TMDL implementation.
- Catch basin cleaning database update – 500 records.
- Wastewater and lighting and landscaping fee database updates – 400 records.

ENGINEERING AND BUILDING SERVICES

- Critical sources of pollution facilities inspections – 40 per year.
- Fats, oil, and grease facilities inspections – 520 per year.
- Residential street rehabilitation.
- Safe routes to school traffic control improvement.
- Traffic calming project.
- Participation in region-wide stormwater / NPDES program.
- Stormwater and wastewater user fee updates – implementation of City Council direction.

Key Projects and Assignments

Adopted FY 2010-11 (26%) Total Staff Hours: 12,080
Adopted FY 2011-12 (21%) Total Staff Hours: 9,880

	Hours
▪ Commence and manage construction on the following street improvement and public safety projects:	
o Bicycle Coalition – Lead Agency by March 2012.	500
o Phase II of the Bicycle Transportation Plan Implementation by June 2014.	240
o Wilderness Park Fire Safety and Emergency Improvement by July 2012.	120
o Riviera Village Streetscape Improvements by October 2011.	400
o Pavement Management Survey by October 2011.	240
o Regional Measure R projects by June 2012.	1240
▪ Manage the following Harbor projects:	
o Harbor Patrol Facility by October 2011.	900
o Basin II Seawall Improvements by August 2011.	160
o Pier Structures Repairs by July 2012.	240
o Pier Parking Structures Repairs by August 2011.	240
o Pier Revitalization by September 2011.	300
o Avenue of the Arts & Crafts Repairs by November 2011.	300
o Transient Vessel Dock by October 2011.	240
o Transient Vessel Mooring by August 2011.	240
o Pier Circulation by December 2011.	300
o Pier Piles and Utilities Barrier by April 2012.	240
o Pier Railing Replacement by May 2012.	240
▪ Manage the design, bidding, and construction process for the following public improvement projects:	
o Bus Stop Amenities by September 2011.	500
o CCIP – Parks & Waterfront Regulatory Signage by September 2011.	180
o Kingsdale Transit Center by May 2012.	500
o Council Chamber Entry Repair by May 2012.	500

ENGINEERING AND BUILDING SERVICES

- Design & Environmental Review for Portofino Way Pump Station Rebuild by February 2012. 500
- Veterans Park Event Plaza by December 2011. 300
- Seaside Lagoon Restroom Design by September 2011. 300
- Library generator by December 2011. 500

- Manage regulatory mandates, design, commence construction, and inspection on the following water quality related projects:
  - ARRA – submittals, acquisitions, reporting requirements by January 2012. 200
  - Repair and upgrade American Legion Pump Station by August 2011. 100
  - Repair and upgrade Rindge Pump Station by August 2011. 160

Customer Service and Referrals

Adopted FY 2010-11 (17%) Total Staff Hours: 7,400
Adopted FY 2011-12 (16%) Total Staff Hours: 8,000

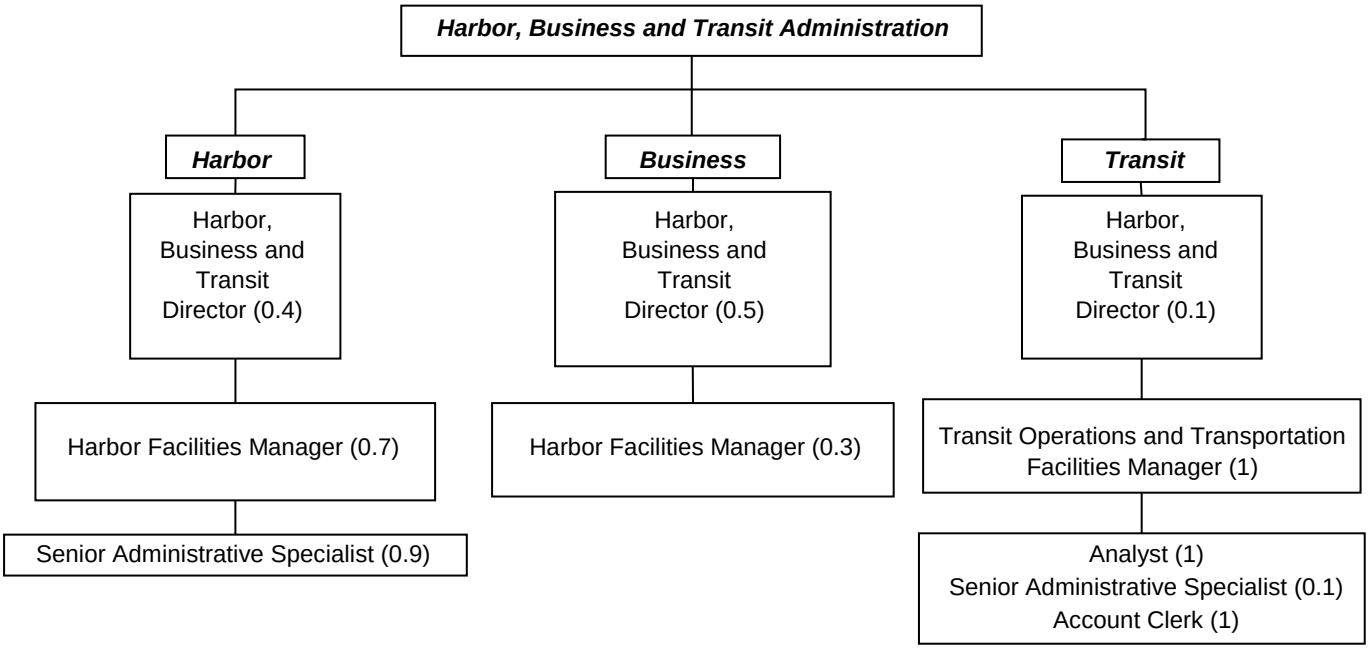
- Respond to a minimum of 90 City Council referrals annually.
- Monitor and track resident requests, complaints, and feedback (averaging approximately 400+ per year) through internal files and via the online Comcate "Customer Service Center" software system.
- Proceed with internal staff cross training across like task levels.
- Continue maintenance and updates of departmental procedures manual.
- Maintain off-site staff continuing education seminars and certifications at a minimum 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.

THIS PAGE LEFT INTENTIONALLY BLANK

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.*

HARBOR, BUSINESS AND TRANSIT
Adopted Budget - FY 2011-12



SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

HARBOR, BUSINESS AND TRANSIT

Harbor

0.40	Harbor, Business and Transit Director
0.70	Harbor Facilities Manager
0.90	Senior Administrative Specialist
2.00	

Business

0.50	Harbor, Business and Transit Director
0.30	Harbor Facilities Manager
0.80	

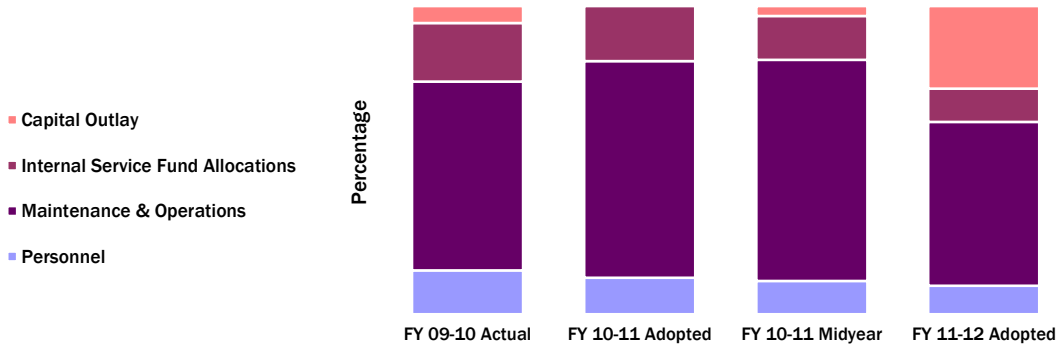
Transit

0.10	Harbor, Business and Transit Director
1.00	Transit Operations and Transportation Facilities Manager
1.00	Analyst
0.10	Senior Administrative Specialist
1.00	Account Clerk
3.20	

TOTAL PERSONNEL: 6.00

HARBOR, BUSINESS AND TRANSIT

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	800,302	707,084	700,101	789,528	**89,427**	**13%**
Maintenance & Operations	3,444,495	4,216,231	4,643,890	4,530,071	**(113,819)**	**(2%)**
Internal Service Fund Allocations	1,070,948	1,070,948	920,018	920,018	**-**	**0%**
Capital Outlay	309,750	-	207,131	2,282,200	**2,075,069**	**1002%**
TOTAL	**5,625,495**	**5,994,263**	**6,471,140**	**8,521,817**	**2,050,677**	**32%**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	81,868	168,851	199,263	169,022	**(30,241)**	**(15%)**
Proposition C	64	64	661	661	**-**	**0%**
Transit	2,984,417	2,988,426	3,451,656	3,643,449	**191,793**	**6%**
Air Quality Improvement	43,488	63,867	63,665	231,400	**167,735**	**263%**
Intergovernmental Grants	186,000	-	-	1,845,760	**1,845,760**	**n/a**
Harbor Tidelands	820,334	1,148,409	1,132,602	1,133,598	**996**	**0%**
Harbor Uplands	1,089,651	1,154,737	1,136,921	1,078,124	**(58,797)**	**(5%)**
Redevelopment Agency	419,673	469,909	486,372	419,803	**(66,569)**	**(14%)**
TOTAL	**5,625,495**	**5,994,263**	**6,471,140**	**8,521,817**	**2,050,677**	**32%**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	388,131	203,977	204,219	291,586	**87,367**	**43%**
Maintenance & Operations	839,965	1,417,280	1,540,884	1,395,716	**(145,168)**	**(9%)**
Internal Service Fund Allocations	681,889	681,889	524,420	524,420	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,909,985**	**2,303,146**	**2,269,523**	**2,211,722**	**(57,801)**	**(3%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Harbor Tidelands	820,334	1,148,409	1,132,602	1,133,598	**996**	**0%**
Harbor Uplands	1,089,651	1,154,737	1,136,921	1,078,124	**(58,797)**	**(5%)**
TOTAL	**1,909,985**	**2,303,146**	**2,269,523**	**2,211,722**	**(57,801)**	**(3%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	186,269	166,402	166,194	115,074	**(51,120)**	**(31%)**
Maintenance & Operations	131,119	280,625	326,215	280,625	**(45,590)**	**(14%)**
Internal Service Fund Allocations	177,925	177,925	178,555	178,555	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**495,313**	**624,952**	**670,964**	**574,254**	**(96,710)**	**(14%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	75,640	155,043	184,592	154,451	**(30,141)**	**(16%)**
Redevelopment Agency	419,673	469,909	486,372	419,803	**(66,569)**	**(14%)**
TOTAL	**495,313**	**624,952**	**670,964**	**574,254**	**(96,710)**	**(14%)**

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, Beach Cities Transit sevice, Air Quality Management District improvement programs, Bus Pass Subsidy Program, and the Employee Rideshare Program.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	225,902	336,705	329,688	382,868	**53,180**	**16%**
Maintenance & Operations	2,473,411	2,518,326	2,776,791	2,853,730	**76,939**	**3%**
Internal Service Fund Allocations	211,134	211,134	217,043	217,043	**-**	**0%**
Capital Outlay	309,750	-	207,131	2,282,200	**2,075,069**	**1002%**
TOTAL	**3,220,197**	**3,066,165**	**3,530,653**	**5,735,841**	**2,205,188**	**62%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	6,228	13,808	14,671	14,571	**(100)**	**(1%)**
Proposition C	64	64	661	661	**-**	**0%**
Transit	2,984,417	2,988,426	3,451,656	3,643,449	**191,793**	**6%**
Air Quality Improvement	43,488	63,867	63,665	231,400	**167,735**	**263%**
Intergovernmental Grants	186,000	-	-	1,845,760	**1,845,760**	**n/a**
TOTAL	**3,220,197**	**3,066,165**	**3,530,653**	**5,735,841**	**2,205,188**	**62%**

HARBOR, BUSINESS AND TRANSIT

Core Service Activities

Adopted FY 2010-11 (61%) Total Staff Hours: 7,571
Adopted FY 2011-12 (62%) Total Staff Hours: 7,751

Harbor

- Monitor City operations within King Harbor's 1,400 slips and approximately 60 retail businesses.
- Manage and provide problem-solving assistance to 13 privately-operated master ground lessees.
- Manage the terms and conditions of 12 direct leases between the City and private businesses.
- Monitor and coordinate efforts between Police, Fire, Recreation and Community Services, and Public Works for services funded by Harbor Tidelands and Harbor Uplands Funds (50+ employees).
- Assist with approximately 5 capital improvement projects.
- Process approximately 10 film application requests.
- Oversee administration of approximately 30 boat hoist coupon books.
- Process approximately 6 subleases or amendments and 1 master lease assignment or amendment for consideration by Council.
- Manage vendor contract to ensure operation of 2 City-owned public parking structures.
- Monitor use of 20 storage spaces at the Pier.
- Evaluate and negotiate approximately 2 lease extension proposals.
- Evaluate approximately 4 proposals and tenant improvement plans.
- Coordinate and attend 12 Harbor Commission meetings, support subcommittees and department-related items before other commissions.
- Research and assist with grant application packages for waterfront improvements.
- Maintain and update Harbor Division web pages.
- Perform 6 Pier area property inspections and address findings with tenants. Follow-up on repairs noted on the inspections.
- Calculate and invoice quarterly Fisherman's Wharf Sanitation District assessments for trash removal and general cleaning and maintenance of the Pier and Boardwalk.
- Calculate and invoice quarterly Pier storage fees.
- Compile and transmit base data for dues calculations to the lessee associations in the Harbor Enterprise (Pier Association and King Harbor Association).
- Evaluate proposals for 3 available City-owned sites (135-139 N. International Boardwalk, 400 Fisherman's Wharf, and former Triton property).
- As a member of the Pier Association and King Harbor Association, participate in meetings and promotional events.
- Verify and process all vendor invoices through the MUNIS financial system.
- Monitor Harbor Tidelands and Harbor Uplands Funds monthly and verify expenditures are consistent with the City's Tidelands Trust Agreement.
- Attend 12 monthly Pier merchant meetings.
- Process approximately 15 Pier Entertainer Permits.

HARBOR, BUSINESS AND TRANSIT

Business Development

- Maintain and update Business Development Division web pages.
- Provide support and assistance to approximately 2 business organizations.
- Manage Riviera Village Business Improvement District contract and coordinate joint activities and new design efforts.
- Verify and process all vendor invoices through the MUNIS financial system.
- Coordinate and attend 12 monthly Economic Development Council meetings.
- Attend 12 monthly Riviera Village Business Improvement District meetings.
- Participate in 26 semi-monthly Business and Economic Group meetings.
- Provide administrative assistance to support asset management program activities.
- Utilize social media applications as tools for emergency communications with the public and to inform the public about events and emerging activities.

Transit

- Issue approximately 5,000 Metro and BCT bus passes and WAVE applications from students, disabled, seniors and the general public.
- Manage vendor contract with Transportation Concepts for the operation of Beach City Transit and WAVE services, serving approximately 400,000 public transportation customers.
- Manage the City's taxi franchise with 4 operators and 160 cabs.
- Manage and monitor Transit funding sources, amounting to over $3 million.
- Attend a minimum of 70 meetings with Metro, Council of Governments, Federal, State, County and local agencies, and professional affiliations.
- Maintain and update BCT web pages.
- Verify and process all vendor invoices through the MUNIS financial system.
- Conduct random maintenance inspections of all bus stop amenities to verify they are maintained in clean and safe condition.
- Manage 5 professional services contracts for Transit support and administrative services.
- Manage qualification process for City's Rideshare program (40 participants) and Bike-To-Work Day event.
- Coordinate BCT presence and participation at the 3-day RUHS Back To School event.

Redevelopment/PFA

- Fund approximately $700,000 to the Handyperson, Commercial Rehabilitation, and Deferred Loan programs in the Recreation and Community Services Department.

HARBOR, BUSINESS AND TRANSIT

Key Projects and Assignments

Adopted FY 2010-11 (29%) Total Staff Hours: 3,670
Adopted FY 2011-12 (29%) Total Staff Hours: 3,670

	Hours
▪ Manage audits of 8 leaseholds by June 2012.	240
▪ Complete an alternatives study for improved operation, customer satisfaction and fiscal sustainability of the parking structures by September 2011.	350
▪ Complete an alternatives study for renovation or replacement of the parking structures by September 2011.	350
▪ Collaborate with the Fire Chief on the development of an operational and procedures policy regarding the installation of transient vessel moorings in the main channel of King Harbor and solicit bids for operation by December 2011.	280
▪ Collaborate with Engineering and Public Works to initiate Capital Improvement Projects by June 2012 and complete within specified project duration.	180
▪ Revisit the Fisherman's Wharf Sanitation District assessment formula and align with private sector methods by December 2012.	340
▪ Develop updated financial models – *cash flows* - of revenues and expenditures of the Harbor Tidelands and Uplands Funds by April 2012.	180
▪ Oversee and assist with the completion of annual AQMD Ridership reports by February 2012.	150
▪ Oversee the development of a master plan for Mole B and present to Council for approval by August 2011.	220
▪ Develop and implement comprehensive marketing program for Harbor and Pier area by September 2011.	220
▪ Develop a lease maintenance oversight program with resources for the Planning Department's Code Enforcement Division by October 2011.	100
▪ Develop and implement Pier/Harbor Asset Management Plan, with formal investor solicitation by September 2011.	300
▪ Complete Pier re-decking project as part of larger revitalization program by June 2012.	150
▪ Evaluate and develop proposal for contract management database software program by September 2011.	150
▪ Coordinate and implement local marketing and promotion activities for BCT and WAVE transportation services with beach cities and business groups, including updating BCT/WAVE graphic design for public information, brochures and maps, by June 2012.	340
▪ Purchase 8 replacement buses for fixed route and Dial-A-Ride services by December 2011.	120

HARBOR, BUSINESS AND TRANSIT

Customer Service and Referrals

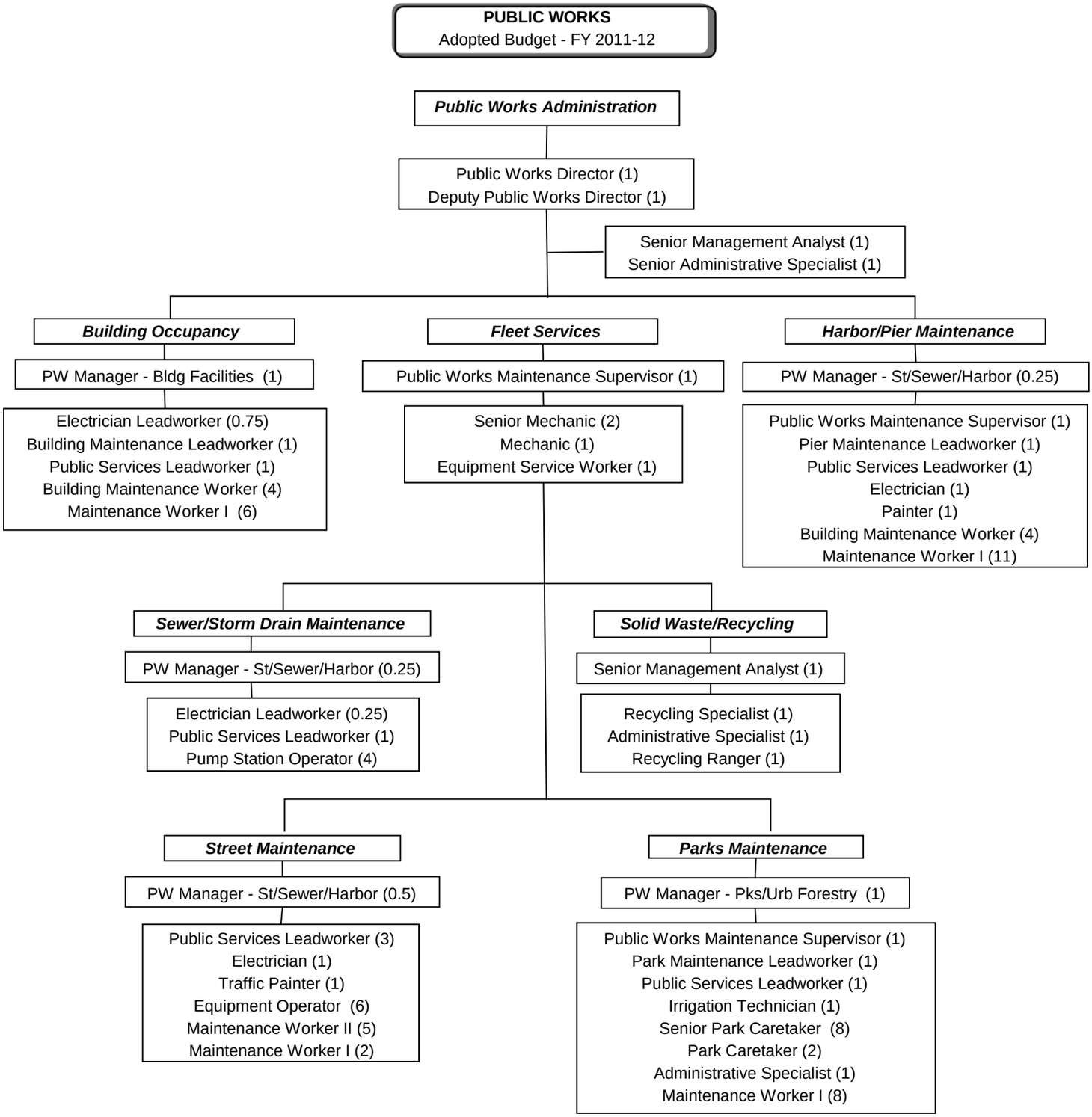
Adopted FY 2010-11 (10%) Total Staff Hours: 1,239
Adopted FY 2011-12 (9%) Total Staff Hours: 1,059

- Respond within 2 to 3 business days 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.
- Respond within 24 hours to transportation related customer service inquiries; verify contractors' responses to inquiries, as applicable.
- Respond within 1 business day to public inquiries and/or complaints related to Pier/Harbor activities.
- Process and return BCT and WAVE applications from the public within 10 business days.
- Respond to approximately 20 phone calls each month for information concerning the Pier, Boardwalk or Harbor areas.
- Respond to approximately 50 visitors at public counters each month for information concerning Transit programs, Pier entertainer permits, film permits and Boat Hoist Coupon books.

THIS PAGE LEFT INTENTIONALLY BLANK

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.*


PUBLIC WORKS
Adopted Budget - FY 2011-12
Public Works Administration
Public Works Director (1)
Deputy Public Works Director (1)
Senior Management Analyst (1)
Senior Administrative Specialist (1)
Building Occupancy
PW Manager - Bldg Facilities (1)
Electrician Leadworker (0.75)
Building Maintenance Leadworker (1)
Public Services Leadworker (1)
Building Maintenance Worker (4)
Maintenance Worker I (6)
Fleet Services
Public Works Maintenance Supervisor (1)
Senior Mechanic (2)
Mechanic (1)
Equipment Service Worker (1)
Harbor/Pier Maintenance
PW Manager - St/Sewer/Harbor (0.25)
Public Works Maintenance Supervisor (1)
Pier Maintenance Leadworker (1)
Public Services Leadworker (1)
Electrician (1)
Painter (1)
Building Maintenance Worker (4)
Maintenance Worker I (11)
Sewer/Storm Drain Maintenance
PW Manager - St/Sewer/Harbor (0.25)
Electrician Leadworker (0.25)
Public Services Leadworker (1)
Pump Station Operator (4)
Solid Waste/Recycling
Senior Management Analyst (1)
Recycling Specialist (1)
Administrative Specialist (1)
Recycling Ranger (1)
Street Maintenance
PW Manager - St/Sewer/Harbor (0.5)
Public Services Leadworker (3)
Electrician (1)
Traffic Painter (1)
Equipment Operator (6)
Maintenance Worker II (5)
Maintenance Worker I (2)
Parks Maintenance
PW Manager - Pks/Urb Forestry (1)
Public Works Maintenance Supervisor (1)
Park Maintenance Leadworker (1)
Public Services Leadworker (1)
Irrigation Technician (1)
Senior Park Caretaker (8)
Park Caretaker (2)
Administrative Specialist (1)
Maintenance Worker I (8)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12
PUBLIC WORKS

Administration

1.00	Public Works Director
1.00	Deputy Public Works Director
1.00	Senior Management Analyst
1.00	Senior Administrative Specialist
4.00	

Building Occupancy

1.00	PW Manager - Bldg Facilities
0.75	Electrician Leadworker
1.00	Building Maintenance Leadworker
1.00	Public Services Leadworker
4.00	Building Maintenance Worker
6.00	Maintenance Worker I
13.75	

Fleet Services

1.00	Public Works Maintenance Supervisor
2.00	Senior Mechanic
1.00	Mechanic
1.00	Equipment Service Worker
5.00	

Harbor / Pier Maintenance

0.25	PW Manager - St/Sewer/Harbor
1.00	Public Works Maintenance Supervisor
1.00	Pier Maintenance Leadworker
1.00	Public Services Leadworker
1.00	Electrician
1.00	Painter
4.00	Building Maintenance Worker
11.00	Maintenance Worker I
20.25	

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
5.50	

Solid Waste / Recycling

1.00	Senior Management Analyst
1.00	Recycling Specialist
1.00	Administrative Specialist
1.00	Recycling Ranger
4.00	

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
18.50	

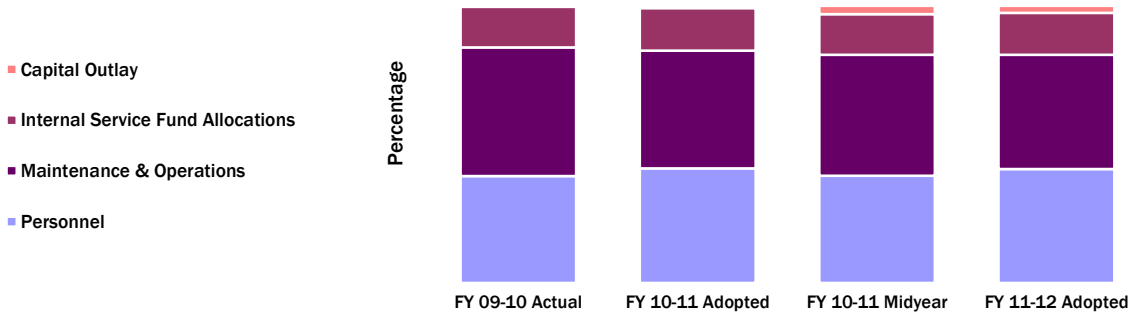
Parks Maintenance

1.00	PW Manager - Pks/Urb Forestry
1.00	Public Works Maintenance Supervisor
1.00	Park Maintenance Leadworker
1.00	Public Services Leadworker
1.00	Irrigation Technician
8.00	Senior Park Caretaker
2.00	Park Caretaker
1.00	Administrative Specialist
8.00	Maintenance Worker I
24.00	

TOTAL PERSONNEL: 95.00

PUBLIC WORKS

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	7,817,615	7,968,274	7,939,802	8,174,727	**234,925**	**3%**
Maintenance & Operations	9,394,938	8,204,982	8,987,852	8,232,681	**(755,171)**	**(8%)**
Internal Service Fund Allocations	2,974,693	2,974,693	3,008,096	3,008,096	**-**	**0%**
Capital Outlay	68,760	147,624	602,357	494,411	**(107,946)**	**(18%)**
TOTAL	**20,256,006**	**19,295,573**	**20,538,107**	**19,909,915**	**(628,192)**	**(3%)**



Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	3,487,688	3,403,462	3,635,281	3,628,402	**(6,879)**	**0%**
State Gas Tax	1,238,386	1,356,485	1,680,498	1,401,885	**(278,613)**	**(17%)**
Street Landscaping & Lighting	2,468,165	2,449,698	2,444,960	2,472,116	**27,156**	**1%**
Intergovernmental Grants	79,105	68,041	68,355	95,393	**27,038**	**40%**
Harbor Tidelands	2,155,370	1,794,477	1,967,023	1,770,974	**(196,049)**	**(10%)**
Harbor Uplands	1,876,842	1,543,694	1,501,334	1,473,457	**(27,877)**	**(2%)**
Solid Waste	3,146,883	3,292,991	3,502,969	3,259,232	**(243,737)**	**(7%)**
Wastewater	944,059	862,014	856,043	871,050	**15,007**	**2%**
Vehicle Replacement	2,402,470	1,699,958	2,083,068	2,130,532	**47,464**	**2%**
Building Occupancy	2,457,038	2,824,753	2,798,576	2,806,874	**8,298**	**0%**
TOTAL	**20,256,006**	**19,295,573**	**20,538,107**	**19,909,915**	**(628,192)**	**(3%)**

PUBLIC WORKS

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 $20 million Public Works budget that includes three internal service funds, Major Facilities Repair, Building Occupancy and Vehicle Replacement, as well as a Solid Waste Enterprise Fund, a portion of the Wastewater Enterprise Fund, and Harbor Uplands and Harbor Tidelands Funds. The division also oversees 106 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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	365,462	407,390	414,423	422,071	**7,648**	**2%**
Maintenance & Operations	109,643	31,630	31,630	31,630	**-**	**0%**
Internal Service Fund Allocations	166,483	166,483	178,517	178,517	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**641,588**	**605,503**	**624,570**	**632,218**	**7,648**	**1%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	366,608	388,249	404,100	405,006	**906**	**0%**
Street Landscaping & Lighting	36,347	44,351	46,299	47,546	**1,247**	**3%**
Solid Waste	74,711	97,902	99,713	102,742	**3,029**	**3%**
Wastewater	163,922	75,001	74,458	76,924	**2,466**	**3%**
TOTAL	**641,588**	**605,503**	**624,570**	**632,218**	**7,648**	**1%**

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 441,335 square feet of 67 City-owned building and facilities. Building Occupancy ensures adequate maintenance and replacement of durable capital goods and supplies, and provides internal service maintenance support to other departments and facilities. This helps to assure maintenance and improvement of public facilities.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	969,932	1,101,596	1,104,612	1,153,931	**49,319**	**4%**
Maintenance & Operations	1,108,441	1,344,492	1,385,513	1,344,492	**(41,021)**	**(3%)**
Internal Service Fund Allocations	378,665	378,665	308,451	308,451	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**2,457,038**	**2,824,753**	**2,798,576**	**2,806,874**	**8,298**	**0%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Building Occupancy	2,457,038	2,824,753	2,798,576	2,806,874	**8,298**	**0%**
TOTAL	**2,457,038**	**2,824,753**	**2,798,576**	**2,806,874**	**8,298**	**0%**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	444,383	433,924	435,017	450,800	**15,783**	**4%**
Maintenance & Operations	1,733,557	951,550	980,373	1,052,250	**71,877**	**7%**
Internal Service Fund Allocations	166,860	166,860	158,071	158,071	**-**	**0%**
Capital Outlay	68,760	147,624	509,607	494,411	**(15,196)**	**(3%)**
TOTAL	**2,413,560**	**1,699,958**	**2,083,068**	**2,155,532**	**72,464**	**3%**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Intergovernmental Grants	11,090	-	-	25,000	**25,000**	**n/a**
Vehicle Replacement	2,402,470	1,699,958	2,083,068	2,130,532	**47,464**	**2%**
TOTAL	**2,413,560**	**1,699,958**	**2,083,068**	**2,155,532**	**72,464**	**3%**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,804,518	1,764,740	1,704,861	1,724,535	**19,674**	**1%**
Maintenance & Operations	1,748,773	1,094,510	1,338,110	1,094,510	**(243,600)**	**(18%)**
Internal Service Fund Allocations	478,921	478,921	425,386	425,386	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**4,032,212**	**3,338,171**	**3,468,357**	**3,244,431**	**(223,926)**	**(6%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Harbor Tidelands	2,155,370	1,794,477	1,967,023	1,770,974	**(196,049)**	**(10%)**
Harbor Uplands	1,876,842	1,543,694	1,501,334	1,473,457	**(27,877)**	**(2%)**
TOTAL	**4,032,212**	**3,338,171**	**3,468,357**	**3,244,431**	**(223,926)**	**(6%)**

PUBLIC WORKS

SEWER / STORM DRAIN MAINTENANCE

Purpose: The Sewer/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 185,756 feet of drains and 1,129 catch basins. Line maintenance is an ongoing process for preventive maintenance measures. Sewage collection lines are cleaned 1 to 4 times per year while certain chronic areas require greater frequency. These services are to maintain and improve the City's infrastructure.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	606,132	555,634	557,361	577,998	**20,637**	**4%**
Maintenance & Operations	172,437	161,870	234,058	191,870	**(42,188)**	**(18%)**
Internal Service Fund Allocations	215,784	215,784	210,852	210,852	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**994,353**	**933,288**	**1,002,271**	**980,720**	**(21,551)**	**(2%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	214,216	146,275	220,686	186,594	**(34,092)**	**(15%)**
Wastewater	780,137	787,013	781,585	794,126	**12,541**	**2%**
TOTAL	**994,353**	**933,288**	**1,002,271**	**980,720**	**(21,551)**	**(2%)**

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 Program. 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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	370,379	355,595	358,282	393,921	**35,639**	**10%**
Maintenance & Operations	2,550,273	2,555,520	2,633,354	2,452,519	**(180,835)**	**(7%)**
Internal Service Fund Allocations	134,745	134,745	152,622	152,622	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,055,397**	**3,045,860**	**3,144,258**	**2,999,062**	**(145,196)**	**(5%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Solid Waste	3,055,397	3,045,860	3,144,258	2,999,062	**(145,196)**	**(5%)**
TOTAL	**3,055,397**	**3,045,860**	**3,144,258**	**2,999,062**	**(145,196)**	**(5%)**

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.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,425,730	1,493,784	1,496,621	1,533,288	**36,667**	**2%**
Maintenance & Operations	1,195,586	1,279,931	1,596,859	1,279,931	**(316,928)**	**(20%)**
Internal Service Fund Allocations	785,720	785,720	974,447	974,447	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,407,036**	**3,559,435**	**4,067,927**	**3,787,666**	**(280,261)**	**(7%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	788,912	834,648	1,019,935	1,015,390	**(4,545)**	**0%**
State Gas Tax	1,238,386	1,356,485	1,680,498	1,401,885	**(278,613)**	**(17%)**
Street Landscaping & Lighting	1,362,963	1,368,302	1,367,494	1,370,391	**2,897**	**0%**
Solid Waste	16,775	-	-	-	**-**	**0%**
TOTAL	**3,407,036**	**3,559,435**	**4,067,927**	**3,787,666**	**(280,261)**	**(7%)**

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 also administers the tree pruning program for approximately 11,000 trees.

Operating Expenses	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
Personnel	1,831,079	1,855,611	1,868,625	1,918,183	**49,558**	**3%**
Maintenance & Operations	776,228	785,479	787,955	785,479	**(2,476)**	**0%**
Internal Service Fund Allocations	647,515	647,515	599,750	599,750	**-**	**0%**
Capital Outlay	-	-	92,750	-	**(92,750)**	**(100%)**
TOTAL	**3,254,822**	**3,288,605**	**3,349,080**	**3,303,412**	**(45,668)**	**(1%)**

Funding Sources	FY 09-10 Actual	FY 10-11 Adopted	FY 10-11 Midyear	FY 11-12 Adopted	Increase/ Decrease	
General Fund	2,117,952	2,034,290	1,990,560	2,021,412	**30,852**	**2%**
Street Landscaping & Lighting	1,068,855	1,037,045	1,031,167	1,054,179	**23,012**	**2%**
Intergovernmental Grants	68,015	68,041	68,355	70,393	**2,038**	**3%**
Solid Waste	-	149,229	258,998	157,428	**(101,570)**	**(39%)**
TOTAL	**3,254,822**	**3,288,605**	**3,349,080**	**3,303,412**	**(45,668)**	**(1%)**

PUBLIC WORKS

Core Service Activities

Adopted FY 2010-11 (76%) Total Staff Hours: 157,143
Adopted FY 2011-12 (84%) Total Staff Hours: 166,385

- Process and document over 11,500 annual public inquiries and requests for service within 24 hours.
- Oversee the solid waste contractor that provides collection and disposal/recycling of approximately 41,384 tons of solid waste, 6,871 tons of green waste, and 10,535 tons of recycling from 30,000 residential and commercial customers annually.
- Complete maintenance inspections of 12 major City building facilities on a monthly basis.
- Maintain 79 restroom stalls and 19 upright wall fixtures on the Pier.
- Manage Vehicle Replacement Fund, including the repair and service of 204 City vehicles, trucks and the fueling station.
- Mitigate approximately 1,000 sidewalk trip hazards.
- Perform maintenance inspections of playground equipment in 22 parks and parkettes twice per month.
- Maintain 15 sewer pump stations and 112 miles of main sewer lines.
- Maintain 127 miles of streets, parkways, and medians.
- Maintain 6.7 million square feet of sidewalk and 8.63 miles of bike path.
- Perform street sweeping on 27,440 miles of residential and commercial areas annually.
- Maintain 1,894 City-owned street lights and 56 signalized intersections, 31 beacons, 12 sets of speed cushions and 11 flashing in-pavement crosswalks.
- Maintain approximately 33 acres of landscaped greenbelts, medians and other public facilities.
- Provide enhanced maintenance of City entrance gateways on Artesia Boulevard, Torrance Boulevard and PCH/Catalina on a weekly basis.
- Prune 3,000 street and parkway trees annually, and ensure overall maintenance of approximately 12,000 City-owned trees.
- Maintain 66 City-owned buildings totaling 438,935 square feet.
- Repair and replace approximately 11,400 City-owned signs annually, including traffic control, street name, street sweeping, park signs, etc.
- Review, approve, and process approximately 35 construction and demolition waste management plans.
- Maintain 33 parks and parkettes.
- Maintain 185,756 feet of storm drains, 1,129 catch basins, 4 controlled debris basin systems units (CDS) and 2 storm water diversion system units.
- Maintain the Monstad and Horseshoe Piers, Harbor facilities including 2 parking structures, boat basins, break wall, and Seaside Lagoon facility.
- Repair an average of 2,500 potholes annually.
- Monitor City-wide utility usage including 295 energy accounts, 236 water accounts and 26 natural gas accounts and reduce utility usage and costs whenever possible.
- Maintain 65 trees in the Harbor area.
- Administer monthly and quarterly steam cleaning and power washing of sidewalks

PUBLIC WORKS

in 4 commercial districts and 31 other heavily traveled areas.
- Maintain 5 illuminated gateway signs on an as-needed basis.
- Maintain 45 potted plants in the Harbor area.
- Maintain 35-50 vessel moorings in the main harbor channel.
- Maintain the Civic Center/Main Library parking structure.
- Respond to approximately 200 sewer and storm drain emergency calls.
- Respond to 50 street lighting and traffic signal emergency calls.
- Maintain 55 solar area lights along the Edison bicycle path.
- Complete preparation/setup and breakdown/cleanup of all City sponsored special events.
- Assist in the completion of the Capital Improvement Projects as stated in the Strategic Plan.
- Issue approximately 300 warnings and 40 citations to recycling materials scavengers.

Key Projects and Assignments

Adopted FY 2010-11 (11%) Total Staff Hours: 22,735
Adopted FY 2011-12 (2%) Total Staff Hours: 4,175

	Hours
Complete refuse assessment process and rate adjustment by August 2011.	160
Work to ensure a smooth transition to a new solid waste hauler by September 2011.	390
Work to ensure a smooth transition to a new tree pruning contractor by September 2011.	100
Purchase identified replacement vehicles by April 2012.	90
Remove unnecessary wayfinding signs by June 2012.	160
Perform follow-up tasks related to relocation of Recreation and Community Services Department from Knob Hill Center to Cotton Shop property by December 2011.	400
Continue to hire, utilize and supervise Transitional Subsidized Employment (TSE) workers to assist with maintenance functions and special projects through October 2011.	75
Consolidate security monitoring contracts for all City facilities by January 2012.	60
Work with AKM Consulting to review and improve sewer systems infrastructure and implement findings identified in consultant's report by June 2012.	250
Remove and relocate all vehicles and equipment from the Kingsdale Avenue storage area in preparation for the Transit Center Project by January 2012.	650
Begin implementation of mandated Sign Reflectivity Retrofit by December 2011.	1000
Complete clean-up of Dominguez Park/Southern California Edison site by December 2011.	370
Install 102 RV parking prohibition signs by October 2011.	220
Implement Phase I Vitality City Improvements by June 2012.	250

PUBLIC WORKS

Customer Service and Referrals

Adopted FY 2010-11 (13%) Total Staff Hours: 28,122
Adopted FY 2011-12 (14%) Total Staff Hours: 27,040

- The Street and Sewer Divisions will continue the "*How Did We Do?*" customer survey cards to ascertain customer service satisfaction beginning July 1, 2011.
- With the OPRA work order program, the Public Works Department is able to respond to all work order requests within 24 to 48 hours, and provide a follow-up work schedule and completion date.

THIS PAGE LEFT INTENTIONALLY BLANK

CAPITAL IMPROVEMENTS

Five-Year Capital Improvement Program (CIP)
2011-2012 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 City Council adopted 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 Public Works Commission. The Planning Commission reviews the CIP 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 2011-12 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 2011-12 Adopted Capital Improvement Projects Summary.

CIP TIMELINE

January

- Distribute CIP instruction manual
- CIP presentation at staff budget meeting

February

- Departments review Proposed CIP requests with City Commissions
- Departments submit CIP requests to CIP Coordinating Team

March

- CIP Coordinating Team confirms information and forwards to CIP Review Committee
- CIP Committee meets with departments

April

- CIP Committee reviews and ranks requests for City Manager
- Budget & Finance Commission and Public Works Commission review proposed CIP requests

May

- City Manager presents Proposed CIP to City Council
- Planning Commission adopts resolution finding Proposed CIP consistent with the City's General Plan

June

- City Council meetings for Proposed Budget and Proposed CIP
- City Council adopts Budget and CIP

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY FUNCTION
FISCAL YEAR 2011-2012

Fund / Function	Carryover FY 2010-11	Adopted FY 2011-12
Funding Source:		
Storm Drain Improvement	235,260	30,000
Local Transportation Tax	34,250	-
Proposition C	3,425,057	700,000
Measure R	350,000	558,000
Intergovernmental Grants	6,557,255	2,767,729
Comm Develop Block Grant	35,403	-
Narcotic Forfeiture & Seizure	32,267	-
Parks and Recreation Facilities	-	29,000
Subdivision Park Trust	103,316	210,000
Capital Projects	1,924,819	1,418,500
Harbor Tidelands	5,961,393	490,000
Harbor Uplands	579,313	525,000
Wastewater	4,649,097	-
Total	**23,887,430**	**6,728,229**
Function:		
Sewers and Wastewater	4,649,097	-
Street/Transit	4,096,091	4,325,729
Harbor	4,587,141	1,015,000
Parks	218,169	313,000
Public Facilities	8,769,171	760,500
Drainage Improvements	1,307,024	200,000
General Improvements	260,737	114,000
Total	**23,887,430**	**6,728,229**

GRAND TOTAL = 30,615,659

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2011-2012

Fund	Carryover FY 2010-11	Adopted FY 2011-12	Total Appropriation
Storm Drain Improvement			
Dry Weather Bacterial TMDL Implementation	72,900	-	72,900
Low Flow Diversion - Sapphire Storm Drain	10,490	-	10,490
Storm Drain System Improvements	-	30,000	30,000
Wet Weather Bacterial TMDL Implementation	151,870	-	151,870
Total	**235,260**	**30,000**	**265,260**
Local Transportation Tax			
Citywide Curb Ramp Improvements	34,250	-	34,250
Total	**34,250**	**-**	**34,250**
Proposition C			
Bicycle Transportation Plan Implementation	77,708	-	77,708
Bus Bench & Shelter Replacement Program	226,772	-	226,772
Catalina/Harbor Advanced Traffic Signal Maintenance	136,952	-	136,952
Citywide Pavement Management Survey	57,551	-	57,551
Grant Ave/Artesia Blvd Countdown Pedestrian Signals	3,300	-	3,300
Harbor Drive Resurfacing - Beryl to Herondo	675,000	-	675,000
MBB Resurfacing RB Ave to Inglewood Ave	-	700,000	700,000
North Redondo Beach Bikeway Lighting	18,080	-	18,080
Transit Center Project	2,229,694	-	2,229,694
Total	**3,425,057**	**700,000**	**4,125,057**

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2011-2012

Fund	Carryover FY 2010-11	Adopted FY 2011-12	Total Appropriation
Measure R			
Bicycle Transportation Plan Implementation	-	58,000	58,000
Citywide Pavement Management Survey	140,000	-	140,000
Esplanade Lights Replacement Project	210,000	-	210,000
Residential Street Rehab	-	500,000	500,000
Total	**350,000**	**558,000**	**908,000**
Intergovernmental Grants			
190th Street Resurfacing Project - PCH to Prospect	562,804	-	562,804
Alta Vista Park Diversion and Re-use	384,686	-	384,686
Artesia/Aviation EB Rt Turn Ln	-	22,000	22,000
Artesia/Aviation NB Rt Turn Ln	-	847,000	847,000
Bus Bench & Shelter Replacement Program	332,426	228,229	560,655
Esplanade Streetscape Improvements	474,769	-	474,769
Grant Ave/Artesia Blvd Countdown Pedestrian Signals	29,700	-	29,700
Harbor Patrol Facility Replacement	646,680	-	646,680
La Paz Parkette	-	50,000	50,000
LED Streetlight Replacement Project	54,924	-	54,924
Main Library EOC Generator	200,000	-	200,000
MBB/Inglewood EB Rt Turn Ln	-	30,000	30,000
North Redondo Beach Bikeway Lighting	162,720	-	162,720
PCH Study Recommendations	-	1,400,000	1,400,000
PCH/Torrance Blvd NB Rt Turn Ln	-	58,500	58,500
Perry Park Play Equipment	-	100,000	100,000
PV Blvd/PCH WB Rt Turn Lane	-	32,000	32,000
Transient Vessel Dock	100,000	-	100,000
Transient Vessel Moorings	125,000	-	125,000
Transit Center Project	3,483,546	-	3,483,546
Total	**6,557,255**	**2,767,729**	**9,324,984**

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2011-2012

Fund	Carryover FY 2010-11	Adopted FY 2011-12	Total Appropriation
Community Development Block Grant			
Dale Page Park RR Building ADA Improvements	31,259	-	31,259
Dominguez Park RR Building ADA/Exterior Improvements	4,144	-	4,144
Total	**35,403**	**-**	**35,403**
Parks and Recreation Facilities			
North Redondo Park Development	-	29,000	29,000
Total	**-**	**29,000**	**29,000**
Narcotics Forfeiture & Seizure			
PD Records/Juvenile Detention Improvements	32,267	-	32,267
Total	**32,267**	**-**	**32,267**
Subdivision Park Trust			
Dominquez Park RR Building ADA/Exterior Improvement	51,175	-	51,175
North Redondo Park Development	-	65,000	65,000
Veterans Park Bandshell Community Project	23,141	-	23,141
Veterans Park Community Center HVAC	-	145,000	145,000
Wilderness Park Brush/Vegetation Thinning	29,000	-	29,000
Total	**103,316**	**210,000**	**313,316**
Capital Projects			
Alta Vista Tennis Court Lights	-	69,000	69,000
Annual Roadway Maintenance	-	250,000	250,000
Aviation Gymnasium Skylight Replacement	15,500	-	15,500
Catalina/Harbor Advanced Traffic Signal Management	149,396	-	149,396
City Parking Lot Safety and ADA Improvements	-	150,000	150,000
Comprehensive City Identity Program	108,952	100,000	208,952
Corporation Yard	1,106	-	1,106

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2011-2012

Fund	Carryover FY 2010-11	Adopted FY 2011-12	Total Appropriation
Capital Projects (cont.)			
Council Chambers A/V Upgrade	4,990	-	4,990
Council Chambers Entry Major Repairs	65,000	25,000	90,000
Dry Weather Bacterial TMDL Implementation	512,078	-	512,078
Fire Station 1 Roof Repairs	-	144,000	144,000
North Redondo Park Development	-	100,000	100,000
Path of History	7,493	14,000	21,493
PCH/Torrance NB Right Turn Lane	90,000	-	90,000
Planning HVAC	-	83,000	83,000
Police Department Jail Plumbing	-	68,500	68,500
Preventive Maintenance - Alleys, Sidewalks	143,432	50,000	193,432
Public Art	46,561	-	46,561
Relocation of Recreation and Community Services Department	69,554	-	69,554
Residential Street Rehab	257,747	-	257,747
Riviera Village Streetscape Improvements	149,991	100,000	249,991
Storm Drain System Improvements	-	170,000	170,000
Target Community Improvements	6,090	-	6,090
Torrance Blvd Streetscape Improvements	1,077	-	1,077
Traffic Calming Improvements	41,402	50,000	91,402
Veterans Park Bandshell Community Project	60,000	-	60,000
Veterans Park Community Center HVAC	-	45,000	45,000
Veterans Park Improvement/Memorial	19,450	-	19,450
Wet Weather Bacterial TMDL Implementation	175,000	-	175,000
Total	**1,924,819**	**1,418,500**	**3,343,319**
Harbor Tidelands			
Basin II Seawall Corrections	98,257	-	98,257
Boat Launch Ramp Location and Alternatives	432,460	-	432,460
California Coastal Trail/Strand Bike Path	60,000	-	60,000
Comprehensive City Identity Program	97,731	-	97,731

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2011-2012

Fund	Carryover FY 2010-11	Adopted FY 2011-12	Total Appropriation
Harbor Tidelands (cont.)			
Galveston Wall Repair	-	140,000	140,000
George Freeth Memorial	2,950	-	2,950
Harbor Patrol Dock Replacement	1,558	-	1,558
Harbor Patrol Facility Replacement	1,205,680	-	1,205,680
Harbor Railing Replacement	2,011,541	-	2,011,541
Harbor Trash Skimmers	34,062	-	34,062
Mole B Development	3,874	-	3,874
Pier Circulation Improvements	249,593	-	249,593
Pier Parking Structure Repairs and Operational Improvements	8,623	75,000	83,623
Pier Piles and Utilities Barrier	150,000	-	150,000
Pier Revitalization	226,412	200,000	426,412
Pier Structure Repair	370,054	-	370,054
Seaside Lagoon Rehabilitation	815,154	-	815,154
Transient Vessel Dock	78,710	-	78,710
Transient Vessel Mooring	114,734	-	114,734
Waterside Signage	-	75,000	75,000
Total	**5,961,393**	**490,000**	**6,451,393**
Harbor Uplands			
Ave of the Arts & Crafts Repairs	276,230	-	276,230
Boat Launch Ramp Location and Alternatives	20,000	-	20,000
Pier Parking Fire Main Repairs	-	100,000	100,000
Pier Parking Structure Repairs and Operational Improvements	44,365	225,000	269,365
Pier Revitalization	238,718	200,000	438,718
Total	**579,313**	**525,000**	**1,104,313**

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2011-2012

Fund	Carryover FY 2010-11	Adopted FY 2011-12	Total Appropriation
Wastewater			
Marina Way Pump Station Generator Replacement	110,000	-	110,000
Portofino Way Sewer Pump Station	450,000	-	450,000
Sanitary Sewers Facilities Rehabilitation	1,859,576	-	1,859,576
Sanitary Sewer Pump Station Preventive Maintenance	662,030	-	662,030
Sanitary Sewer Pump Station Rehabilitation	1,567,491	-	1,567,491
Total	**4,649,097**	**-**	**4,649,097**
Grand Total	**23,887,430**	**6,728,229**	**30,615,659**

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2011-2012

Project	Project Description	Adopted FY 2011-12
Comprehensive City Identity Program	The project will continue implementation of the citywide visual identity and wayfinding program (signage). This phase includes wayfinding and visual identity signage along key business corridors including Artesia Boulevard, Pacific Coast Highway, and the Riviera Village. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, and improve financial viability and expand economic opportunities, especially in the commercial areas.	100,000
Path Of History	The Path of History is a plan for 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. The project supports the City's Strategic Plan goal to improve public facilitates and infrastructure.	14,000
Council Chambers Entry Major Repair	The project will include improvements to the existing Council Chambers entry doors, storefront glass, and public restrooms. The Council Chambers entry glass windows and framing show signs of significant deterioration due to wear and tear. The project will include ADA improvements to the public restrooms. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, and to maintain a high level of public safety.	25,000
City Parking Lot Safety & ADA Improvement	The project will address safety and ADA improvements in various City parking lots by resurfacing and restriping as necessary. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, and to maintain a high level of public safety.	150,000
Fire Station 1 Roof Repairs	The project will remove and replace the roof of Fire Station I administrative and truck bay areas, completing phase II of the roof replacement project. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure.	144,000
Planning HVAC	The project will replace five air conditioning units that are very inefficient and are at the end of their useful lives. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure.	83,000
Police Dept Jail Plumbing	The project will repair plumbing deficiencies that exist in the incarceration unit of the Police Department. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure, and maintain a high level of public safety.	68,500
Veterans Park Community Center HVAC	The project will replace the deteriorated HVAC system in the Veterans Park Community Center / Historic Library The Veterans Park Historic Library is a City landmark building and one of the few structures in the City listed on the National Register of Historic Places. The existing HVAC is nearing the end of its useful life, and needs to be replaced. A new HVAC system will help to maintain the facility's image as a desirable event venue, and will help ensure a steady stream of revenue for the City. The project supports the City's Strategic Plan goal to improve financial viability and expand economic opportunities, and to improve public	190,000
Alta Vista Tennis Court Lights	The project will replace the light fixtures at Alta Vista Tennis Courts. The Alta Vista Tennis Courts are very popular and generate user-pay revenue for the City. The project supports the City's Strategic Plan goals to improve financial viability, expand economic opportunities, and improve public facilities and infrastructure.	69,000
La Paz Parkette	The project will replace the play equipment and incorporate other accessibility changes to the LaPaz Parkette. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure and maintain a high level of public safety.	50,000
Perry Park Play Equipment	The project will replace the play equipment, improve the basketball courts, and incorporate other accessibility changes to Perry Park. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure and maintain a high level of public safety.	100,000

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2011-2012

Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
Comprehensive City Identity Program	300-Capital Projects Fund	<1000	Increased maintenance & utilities
Path Of History	300-Capital Projects Fund-Donations	-	n/a
Council Chambers Entry Major Repair	300-Capital Projects Fund	<(1000)	Decreased maintenance
City Parking Lot Safety & ADA Improvement	300-Capital Projects Fund	<(1000)	Decreased maintenance
Fire Station 1 Roof Repairs	300-Capital Projects Fund	(5,000)	Decreased maintenance
Planning HVAC	300-Capital Projects Fund	(5,000)	Decreased maintenance
Police Dept Jail Plumbing	300-Capital Projects Fund	(5,000)	Decreased maintenance
Veterans Park Community Center HVAC	254-Subdivision Park Trust 300-Capital Projects	25,000	Increased user revenue and decreased maintenance
Alta Vista Tennis Court Lights	300-Capital Projects Fund	5,000	Increased user revenue and decreased maintenance
La Paz Parkette	230-Intergovernmental Grants Fund	<(1000)	Decreased maintenance
Perry Park Play Equipment	230-Intergovernmental Grants Funds	<(1000)	Decreased maintenance

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2011-2012

Project	Project Description	Adopted FY 2011-12
North Redondo Park Development	The project will provide funding for Park Improvement Projects including La Paz Parkette and Perry Park. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure and maintain a high level of public safety.	194,000
Bus Shelters and Benches	The project will replace existing bus benches and shelters throughout the City to encourage transit use in the region. The project supports the City's strategic plan goal to improve public facilities and infrastructure.	228,229
Pavement and 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. The project supports the City's strategic plan goals to improve public facilities and infrastructure and to maintain a high level of public safety. It provides customer service to our residents by providing a faster response to their concerns and complaints. It also reduces the City's trip-and-fall liability by repairing sidewalks in a timely manner.	50,000
Residential Street Rehabilitation	Resurface and repair 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 improve public facilities and infrastructure.	500,000
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. The project supports the City's Strategic Pan goal to maintain a high level of public safety.	50,000
Bicycle Transportation Plan Implementation	The project will fund bicycle improvements throughout the City. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure and maintain a high level of public safety.	58,000
Riviera Village Improvements	identified by the City's Riviera Village Working Group. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, and improve financial viability and expand economic opportunities, especially in the commercial areas.	100,000
Artesia/Aviation East Bound Right Turn Lane	The project will install an eastbound right turn lane on Artesia Boulevard at the Aviation Boulevard intersection. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure.	22,000
Artesia/Aviation North Bound Right Turn Lane	The project will install a northbound right turn lane on Aviation Boulevard at the Artesia Boulevard intersection. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure.	847,000
Palos Verdes Blvd/PCH West Bound Right Turn Lane	The project will add a westbound right turn lane from Palos Verdes Boulevard to Pacific Coast Highway. The project supports the City's strategic plan goal to improve public facilities and infrastructure and maintain a high level of public safety.	32,000
PCH Study Recommendations	The project will implement the traffic flow improvements identified in the PCH Transportation Study. The project supports the City's strategic plan goal to improve public facilities and infrastructure.	1,400,000
PCH/Torrance Blvd North Bound Right Turn Lane	The project will add a northbound right turn lane from PCH to Torrance Boulevard. The project supports the City's strategic plan goal to improve public facilities and infrastructure and maintain a high level of public safety.	58,500
MBB/Inglewood East Bound Right Turn Lane	The project will install an eastbound right-turn arrow from Manhattan Beach Boulevard to Inglewood Avenue. The project supports the City's strategic plan goals to improve public facilities and infrastructure and maintain a high level of public safety.	30,000
MBB Resurfacing - RB Ave To Inglewood Ave	The project will repair and resurface Manhattan Beach Boulevard from Redondo Beach Avenue to Inglewood Avenue. The project supports the City's strategic plan goal to improve public facilities and infrastructure.	700,000

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2011-2012

Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
North Redondo Park Development	250-Parks and Recreation Facilities Fund 254-Subdivision Park Trust Fund 300-Capital Projects Fund	<(1000)	Decreased maintenance
Bus Shelters and Benches	214-Proposition C 230-Intergovernmental Grants	<1000	Increased maintenance
Pavement and Sidewalk Repairs	300-Capital Projects Fund	<(1000)	Decreased maintenance
Residential Street Rehabilitation	215-Measure R 300-Capital Projects Fund	(50,000)	Decreased maintenance
Traffic Calming Project	300-Capital Projects Fund	<1000	Increased maintenance
Bicycle Transportation Plan Implementation	215-Measure R	<1000	Increased maintenance
Riviera Village Improvements	300-Capital Projects Fund	5,000	Increased maintenance
Artesia/Aviation East Bound Right Turn Lane	230-Intergovernmental Grants	-	n/a
Artesia/Aviation North Bound Right Turn Lane	230-Intergovernmental Grants	<1000	Increased maintenance
Palos Verdes Blvd/PCH West Bound Right Turn Lane	230-Intergovernmental Grants	<1000	Increased maintenance
PCH Study Recommendations	230-Intergovernmental Grants	5,000	Increased maintenance
PCH/Torrance Blvd North Bound Right Turn Lane	230-Intergovernmental Grants	<1000	Increased maintenance
MBB/Inglewood East Bound Right Turn Lane	230-Intergovernmental Grants	<1000	Increased maintenance
MBB Resurfacing - RB Ave To Inglewood Ave	214-Proposition C	(5,000)	Decreased maintenance

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2011-2012

Project	Project Description	Adopted FY 2011-12
Annual Roadway Maintenance	The project will address street improvement projects caused by the large trash hauling vehicles operating in the City. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure and to maintain a high level of public safety.	250,000
Storm Drain System Improvements	This project will extend the storm drain system to areas where needed, replace deficient drains and catch basins, and repair asphalt and sinkholes when they occur. Repair curb and gutters in locations that have settled. It addresses locations in the City that do not have adequate drainage for a 25-year frequency storm. Minor street flooding occurs as a result. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure.	200,000
Pier Parking Structures Repairs and Operational Improvements	The project will repair joints, leaks, damaged floor, and other structural members of the pier parking structure using various repair methods. It will also include improvements to improve the operations of the structure. The project supports the City's Strategic Plan goals to maintain a high level of public safety, improve public facilities and infrastructure, and vitalize the waterfront.	300,000
Pier Revitalization	The project includes improvements to the public areas on the pier, including pavement, landscaping, and furniture. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, and vitalize the waterfront.	400,000
Galveston Wall Repair	The project will repair approximately 1,000 feet of the Galveston Wall along Yacht Club Way in the Harbor. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, maintain a high level of public safety, and vitalize the waterfront.	140,000
Pier Parking Fire Main Repairs	The project will repair the damaged fire main at the pier parking structure. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure , maintain a high level of public safety, and vitalize the waterfront.	100,000
Waterside Signage	The project installs signage within the Harbor for the benefit of new and visiting boaters. The project supports the City's Strategic Plan goal to vitalize the waterfront.	75,000
	Total	6,728,229

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2011-2012

Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
Annual Roadway Maintenance	300-Capital Projects Fund	(10,000)	Decreased maintenance
Storm Drain System Improvements	204-Storm Drain Improvement Fund 300-Capital Projects Fund-Donations	(10,000)	Decreased maintenance
Pier Parking Structures Repairs and Operational Improvements	600-Tidelands Fund 601-Uplands Fund	25,000	Increased revenue and decreased maintenance
Pier Revitalization	600-Tidelands Fund 601-Uplands Fund	50,000	Increased revenue and increased maintenance costs
Galveston Wall Repair	600-Tidelands Fund	5,000	Decreased maintenance
Pier Parking Fire Main Repairs	601-Uplands Fund	<1000	Decreased maintenance
Waterside Signage	600-Tidelands Fund	1,000	Increased maintenance
		31,000	

THIS PAGE LEFT INTENTIONALLY BLANK

REDONDO BEACH REDEVELOPMENT AGENCY

Adopted Budget

For Fiscal Year 2011-2012

CHAIRMAN
Steven Diels

VICE-CHAIRMAN
Steve Aspel

MEMBERS
Michael A. Gin
Bill Brand
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, 2011

Chair and Members of the Redevelopment Agency
Redondo Beach Redevelopment Agency

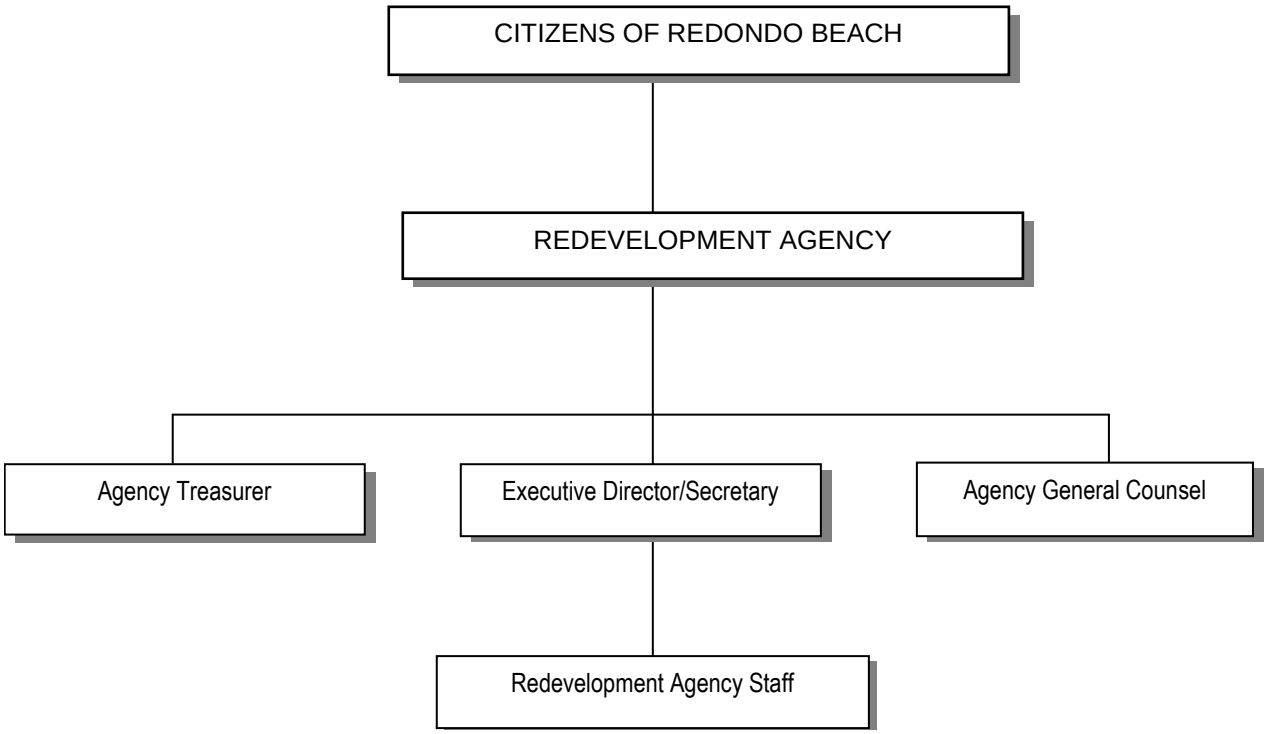
Subject: Adopted Budget for Fiscal Year 2011-2012

In accordance with Section 33606 of the California Health and Safety Code, I respectfully submit the Redevelopment Agency Proposed Budget for Fiscal Year 2011-2012 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 2011-12



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

Fund	Estimated Fund Balances July 1, 2011	+	Adopted Revenues 2011-12	-	Adopted Appropriations 2011-12	+	Other Financing Source (Uses)	=	Estimated Fund Balances June 30, 2012
General Funds:									
South Bay Center	48,627		2,115,433		1,268,946		(835,468)		59,646
Aviation High School	934,739		869,289		460,017		183,250		1,527,261
Harbor Center	1,000,601		411,715		899,886		29,256		541,686
Sub-total	**1,983,967**		**3,396,437**		**2,628,849**		**(622,962)**		**2,128,593**
Housing Funds:									
Redondo Plaza	3,795,346		85,825		452,386		-		3,428,785
South Bay Center	6,475,158		652,377		751,422		-		6,376,113
Aviation High School	1,775,639		262,686		100,279		264,767		2,202,813
Harbor Center	1,533,188		141,327		1,400		-		1,673,115
Sub-total	**13,579,331**		**1,142,215**		**1,305,487**		**264,767**		**13,680,826**
Debt Service Funds:									
South Bay Center	12,394		455		830,089		835,468		18,228
Public Financing Authority	7,668,385		487,411		1,201,725		141,188		7,095,259
Sub-total	**7,680,779**		**487,866**		**2,031,814**		**976,656**		**7,113,487**
Grand Total	**23,244,077**		**5,026,518**		**5,966,149**		**618,461**		**22,922,906**

SCHEDULE OF INTERFUND TRANSFERS
FISCAL YEAR 2011-12

	Transfer In	Transfer Out
General Funds:		
South Bay Center	-	835,468
Aviation High School	-	264,767
Harbor Center	-	141,188
Housing Funds:		
Aviation High School	264,767	-
Debt Service Funds:		
South Bay Center	835,468	-
Public Financing Authority	141,188	-
TOTAL	$ 1,241,423	$ 1,241,423

Notes:

- Transfers to the Debt Service Funds are for the payment of principal and interest on the South Bay Center and Pier Reconstruction bond issues.
- Transfer to the Housing Funds is for the Supplemental Education Revenue Augmentation Fund loan repayment.

SUMMARY OF PERSONNEL
Adopted Budget - FY 2011-12

Redevelopment Agency

City Attorney

0.30	Assistant City Attorney
0.30	

City Manager

0.50	Assistant City Manager
0.50	

Financial Services

0.50	Budget, Revenue and Payroll Manager
0.50	

Recreation and Community Services

0.46	Director of Recreation and Community Services
0.30	Recreation and Youth Services Manager
0.80	Analyst
0.20	Housing Manager
1.00	Housing Coordinator
0.10	Rehabilitation Inspector Estimator
2.86	

Harbor, Business and Transit

0.20	Harbor Business and Transit Director
0.50	Harbor Facilities Manager
0.70	

TOTAL PERSONNEL: 4.86

OVERVIEW OF ESTIMATED REVENUES

The Redevelopment Agency's primary revenue sources are tax increment and the investment earnings from the cash held by the Agency. Below is a summary of the FY 2011-12 estimated revenues by revenue source as compared with the midyear budget of FY 2010-11 as well as brief descriptions of the changes:

Revenue Source	Midyear FY 2010-11	Adopted FY 2011-12	Increase/ (Decrease)	
Tax Increment	$4,068,281	$4,003,000	$(65,281)	(1.6) %
Investment Earnings	635,461	571,915	(63,546)	(10.0)%
Developer Payments	137,007	141,145	4,138	3.0%
Rental Income	320,678	310,458	(10,220)	(3.2)%
Total Revenues	**$5,161,427**	**$5,026,518**	**$(134,909)**	**(2.6)%**

Tax Increment - The tax increment revenue estimates reflect a decrease in assessed valuations in each of the project areas. The continuation of tax increment revenue in the Aviation High School project area beyond the life of the bonds is based on the need to fund the loan from the Housing Funds for the Supplemental Education Revenue Augmentation Fund (SERAF) payment to the State.

Investment Earnings - Investment earnings are projected to decline in FY 2011-12. 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 schedule included in the South Bay Galleria agreement. The developer payments from the Crowne Plaza terminated in November 2010 with the expiration of the 20-year Disposition and Development Agreement.

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

Fund	Midyear 2010-11	Adopted 2011-12	Increase/ (Decrease)	
General Funds:				
South Bay Center	2,193,404	2,115,433	(77,971)	(3.6%)
Aviation High School	781,195	869,289	88,094	11.3%
Harbor Center	423,174	411,715	(11,459)	(2.7%)
Sub-total	**3,397,773**	**3,396,437**	(1,336)	(0.0%)
Housing Funds:				
Redondo Plaza	94,922	85,825	(9,097)	(9.6%)
South Bay Center	675,125	652,377	(22,748)	(3.4%)
Aviation High School	303,142	262,686	(40,456)	(13.3%)
Harbor Center	140,870	141,327	457	0.3%
Sub-total	**1,214,059**	**1,142,215**	(71,844)	(5.9%)
Debt Service Funds:				
South Bay Center	1,120	455	(665)	(59.4%)
Public Financing Authority	548,475	487,411	(61,064)	(11.1%)
Sub-total	**549,595**	**487,866**	(61,729)	(11.2%)
Grand Total	**5,161,427**	**5,026,518**	(134,909)	(2.6%)

TAX INCREMENT

DESCRIPTION

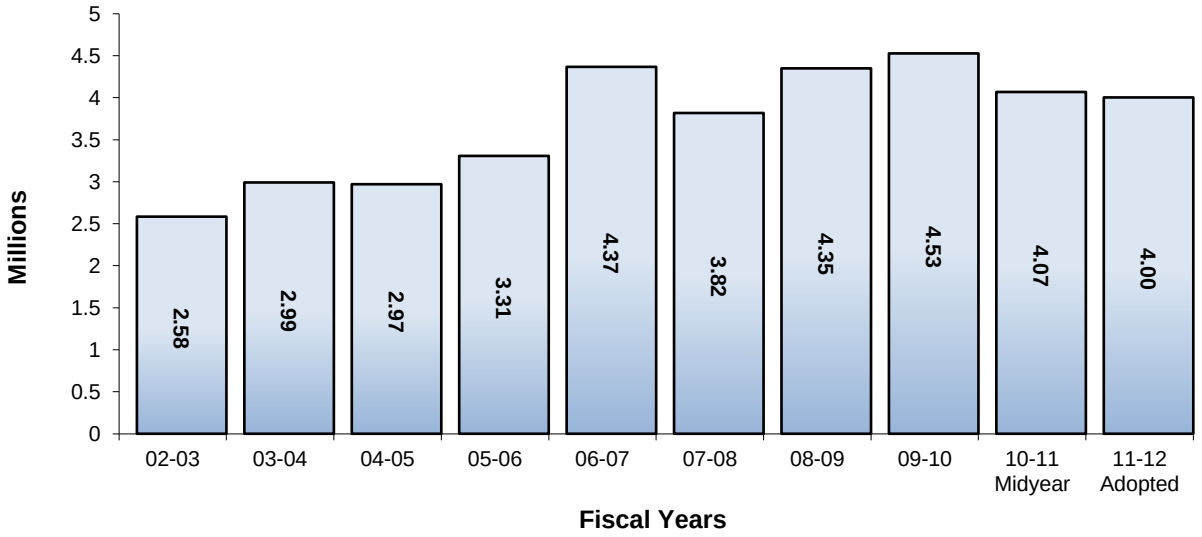
Tax increment is based upon an allocation of taxes equalized prior to adoption of the redevelopment plan (the "base roll"). Taxes collected on any increase in taxable valuation over the base roll are allocated to the Redevelopment agency.

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 with receipt of 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

The tax increment revenue estimates reflect a decrease in assessed valuations in each of the project areas. The continuation of tax increment revenue in the Aviation High School project area beyond the life of the bonds is based on the need to fund the loan from the Housing Funds for the Supplemental Education Revenue Augmentation Fund (SERAF) payment to the State.



INVESTMENT EARNINGS

DESCRIPTION

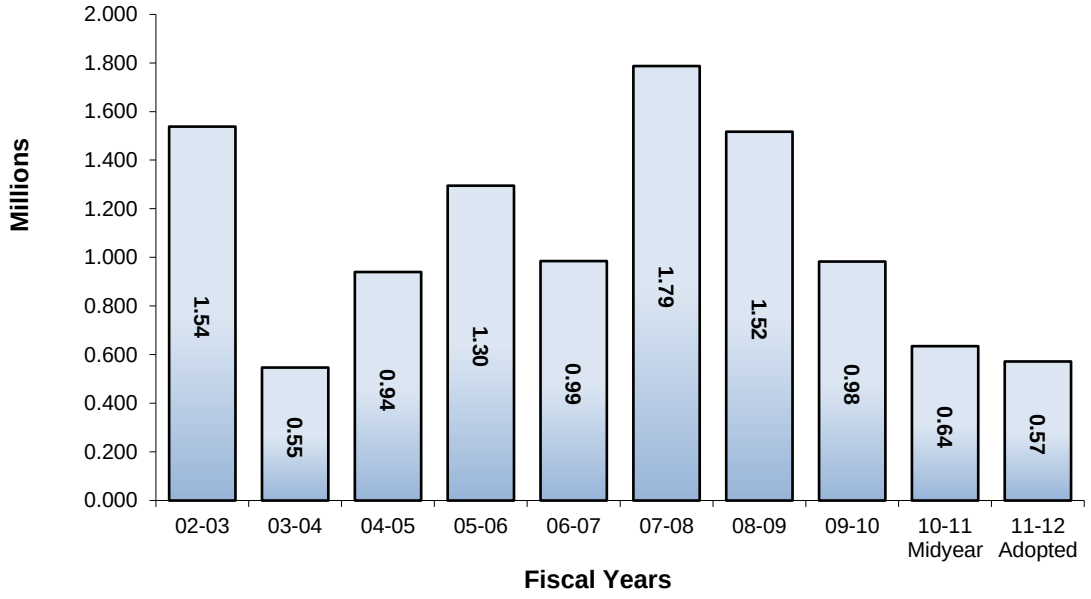
Revenue from investment earnings comes from the prudent investment of the Redevelopment Agency's idle funds.

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

Investment earnings are projected to decline in FY 2011-12. 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 / RENTAL INCOME

DESCRIPTION

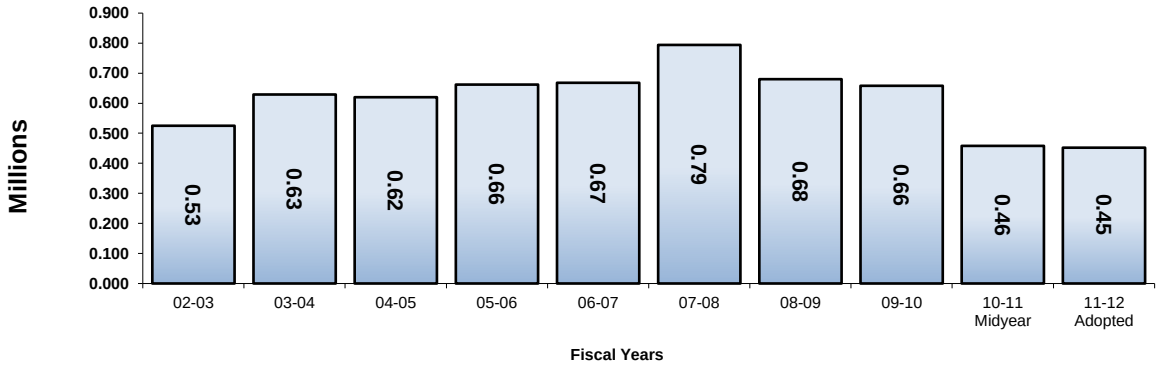
Developer payments are received from the South Bay Galleria pursuant to the June 18, 1984 Owner Participation Agreement (OPA). In addition, the Public Financing Authority receives payments from the RUI One Corp (Kincaid's Restaurant) pursuant to a leasehold agreement dated October 7, 1997. Payments from the Holiday Inn/Crowne Plaza terminated in Novermber 2010 when the 1983 Disposition and Development Agreement (DDA) expired.

BACKGROUND

The OPA 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

The fixed portion of the OPA include scheduled payment increases. The variable portion of the OPA 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 Public Financing Authority receives a percentage of gross sales which are expected to decline slightly in FY 2011-12.



REVENUE DETAIL
FISCAL YEARS 2007-08 TO 2011-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
General Funds:					
Tax Increment:					
South Bay Center	1,897,311	2,056,339	2,127,962	2,052,800	1,972,800
Aviation High School	953,712	1,020,713	1,098,033	1,032,000	831,200
Harbor Center	203,484	401,877	395,681	400,800	398,400
Investment Earnings:					
South Bay Center	1,083	2,645	6	3,597	1,488
Aviation High School	28,387	23,535	23,249	37,914	38,089
Harbor Center	51,667	35,258	42,109	22,374	13,315
Developer Payments:					
South Bay Center	214,307	144,862	148,631	137,007	141,145
Harbor Center	175,911	195,350	203,650	-	-
Miscellaneous:					
Harbor Center	-	2,000	(1,402,005)	(288,719)	-
Sub-total	**3,525,862**	**3,882,580**	**2,637,314**	**3,397,773**	**3,396,437**
Housing Funds:					
Tax Increment:					
South Bay Center	474,328	514,085	531,990	513,200	493,200
Aviation High School	238,428	255,178	274,508	258,000	207,800
Harbor Center	50,871	100,469	98,920	100,200	99,600
Investment Earnings:					
Redondo Plaza	133,061	119,978	115,452	94,922	85,825
South Bay Center	201,973	182,559	194,139	161,925	159,177
Aviation High School	24,351	25,457	34,231	45,142	54,886
Harbor Center	47,598	41,062	45,515	40,670	41,727
Miscellaneous:					
Redondo Plaza	24,719	477,242	88,866	-	-
South Bay Center	24,719	477,242	88,866	-	-
Sub-total	**1,220,048**	**2,193,273**	**1,472,488**	**1,214,059**	**1,142,215**

REVENUE DETAIL
FISCAL YEARS 2007-08 TO 2011-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
Debt Service Funds:					
Investment Earnings:					
South Bay Center	48,032	32	-	1,120	455
Public Financing Authority	1,217,952	1,174,226	738,730	227,797	176,953
Bond Proceeds					
Aviation High School	-	700,000	-	-	-
Public Financing Authority	7,820,972	165,712	-	-	-
Rental Income:					
Public Financing Authority	403,864	339,686	305,630	320,678	310,458
Sub-total	**9,490,820**	**2,379,655**	**1,044,360**	**549,595**	**487,866**
TOTAL REDEVELOPMENT AGENCY	**14,236,730**	**8,455,508**	**5,154,162**	**5,161,427**	**5,026,518**

OVERVIEW OF APPROPRIATIONS

The appropriations for fiscal year 2011-2012 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 include the County's $28,800 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).

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 refinance of tax allocation bonds in 2001 and again with the refinance of the tax allocation bonds in 2008. The pass through payments and proceeds of long-term debt reflect the amounts to be deferred.

OVERVIEW OF APPROPRIATIONS

Supplemental Education Revenue Augmentation Fund (SERAF) - In July 2009, the State Legislature passed and the Governor signed ABX4-26, as part of the budget package, a devastating $2.05 billion raid of redevelopment funds for FY 2009-10 and FY 2010-11. The California Redevelopment Association (CRA) filed a lawsuit challenging the bill's constitutionality. The court upheld the bill, and although the CRA has filed an appeal, both payments had to be made from the Aviation High project area's tax increment funded by a loan from the housing funds. The FY 2011-12 budget includes a repayment of the loan.

HARBOR CENTER

Administration – The administration costs include the $5,600 County administrative fee. In addition, the accumulated developer payment revenue serves as a portion of the "General Fund" of the Agency for funding administration costs of $182,633 in personnel expenditures and $283,997 in maintenance and operations including internal service fund allocations.

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 principal and interest expenses on the bond issue are reflected in the Public Financing Authority.

HOUSING

Administration – The administration costs include personnel expenditures of $267,191. The maintenance and operations expenditures include the County's $11,600 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 a contracted handyperson crew at no cost to the homeowner.

OVERVIEW OF APPROPRIATIONS

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.

Inclusionary Housing Program – In FY 2008-09, the Redevelopment Agency began providing counseling and assistance to homebuyers and developers with the inclusionary housing program. The program performs monitoring tasks associated with units that are "set-aside" for rent or purchase by low and moderate income persons. It also enhances the livability of neighborhoods and promotes economic growth in the community.

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, sewer user fee, and possessory interest payments. These payments are 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.

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.

City Note – In April 1999, the Public Financing Authority entered into a $1,750,000 loan agreement with First California Bank (formerly South Bay Bank) which was 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. The loan was refinanced in 2002 to extend the term until May 2009 which was later extended again by resolution to August 2009. In August 2009, before the maturity date, an internal refinancing with the City to repay First California Bank was executed.

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

Fund	Midyear 2010-11	Adopted 2011-12	Increase/ (Decrease)	
General Funds:				
South Bay Center	1,241,659	1,268,946	27,287	2.2%
Aviation High School	569,848	460,017	(109,831)	(19.3%)
Harbor Center	799,811	899,886	100,075	12.5%
Sub-total	**2,611,318**	**2,628,849**	**17,531**	**0.7%**
Housing Funds:				
Redondo Plaza	498,284	452,386	(45,898)	(9.2%)
South Bay Center	815,294	751,422	(63,872)	(7.8%)
Aviation High School	106,803	100,279	(6,524)	(6.1%)
Harbor Center	1,400	1,400	-	0.0%
Sub-total	**1,421,781**	**1,305,487**	**(116,294)**	**(8.2%)**
Debt Service Funds:				
South Bay Center	828,436	830,089	1,653	0.2%
Public Financing Authority	1,479,438	1,201,725	(277,713)	(18.8%)
Sub-total	**2,307,874**	**2,031,814**	**(276,060)**	**(12.0%)**
Grand Total	**6,340,973**	**5,966,149**	**(374,824)**	**(5.9%)**

APPROPRIATIONS SUMMARY BY FUND / BY EXPENDITURE TYPE
FISCAL YEAR 2011-2012

Fund	Personnel	Maintenance & Operations	Capital Outlay	Total
General Funds:				
South Bay Center	-	1,268,946	-	1,268,946
Aviation High School	-	460,017	-	460,017
Harbor Center	182,633	717,253	-	899,886
Sub-total	**182,633**	**2,446,216**	**-**	**2,628,849**
Housing Funds:				
Redondo Plaza	158,812	293,574	-	452,386
South Bay Center	359,205	392,217	-	751,422
Aviation High School	66,798	33,481	-	100,279
Harbor Center	-	1,400	-	1,400
Sub-total	**584,815**	**720,672**	**-**	**1,305,487**
Debt Service Funds:				
South Bay Center	-	830,089	-	830,089
Public Financing Authority	-	1,201,725	-	1,201,725
Sub-total	**-**	**2,031,814**	**-**	**2,031,814**
Grand Total	**767,448**	**5,198,701**	**-**	**5,966,149**

FIVE-YEAR OVERVIEW OF APPROPRIATIONS
FISCAL YEARS 2007-2008 TO 2011-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
General Funds:					
Galleria Security:					
South Bay Center	108,000	197,406	153,002	108,000	108,000
Administration:					
Redondo Plaza	-	-	-	-	-
South Bay Center	25,961	33,064	30,895	27,200	97,607
Aviation High School	15,120	41,324	19,624	13,600	12,000
Harbor Center	337,671	593,869	358,232	462,297	472,230
Pass Through Payments:					
South Bay Center	1,067,558	1,103,678	1,140,974	1,106,459	1,063,339
Aviation High School	511,641	547,788	589,314	556,248	448,017
Principal Payments:					
South Bay Center	-	122,005	156,770	-	-
Aviation High School	945,383	-	-	-	-
Harbor Center	750,218	-	-	200,241	257,212
Interest Expense:					
Aviation High School	90,017	391,284	-	-	-
Harbor Center	475,703	251,905	66,154	110,243	170,444
Sub-total	**4,327,272**	**3,282,323**	**2,514,965**	**2,584,288**	**2,628,849**

FIVE-YEAR OVERVIEW OF APPROPRIATIONS
FISCAL YEARS 2007-2008 TO 2011-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
Housing Funds:					
Administration:					
South Bay Center	304,042	292,423	207,176	304,149	299,036
Aviation High School	104,163	98,787	70,317	102,516	100,279
Harbor Center	1,711	1,420	1,565	1,400	1,400
Inclusionary Housing:					
Redondo Plaza	-	32,282	76,331	86,428	95,628
South Bay Center	-	32,282	76,331	86,428	95,628
Handyperson Program:					
Redondo Plaza	97,378	191,665	132,472	277,061	231,758
South Bay Center	97,378	191,916	132,220	277,061	231,758
Owner Rehabilitation Loan Program:					
Redondo Plaza	158,957	73,447	100,488	125,000	125,000
South Bay Center	158,957	73,447	100,488	125,000	125,000
Sub-total	**922,585**	**987,669**	**897,388**	**1,385,043**	**1,305,487**

FIVE-YEAR OVERVIEW OF APPROPRIATIONS
FISCAL YEARS 2007-2008 TO 2011-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
Debt Service Funds:					
Administration:					
Aviation High School	-	399	-	-	-
Public Financing Authority	140,395	124,491	105,188	111,457	114,269
Interest Expense:					
Aviation High School	-	9,687	4,751	-	-
South Bay Center	1,016,273	665,657	642,163	633,436	615,089
Public Financing Authority	1,020,362	420,000	350,716	801,850	305,739
Debt Issuance:					
Public Financing Authority	163,018	-	-	-	-
Principal Payments:					
Aviation High School	-	525,000	175,000	-	-
South Bay Center	315,000	180,000	195,000	195,000	215,000
Public Financing Authority	9,070,452	3,501,824	695,000	461,535	688,264
Kincaid's Pass-Through:					
Public Financing Authority	175,561	127,525	110,995	104,596	93,453
Sub-total	**11,901,061**	**5,554,583**	**2,278,813**	**2,307,874**	**2,031,814**
TOTAL REDEVELOPMENT AGENCY	**17,150,918**	**9,824,575**	**5,691,166**	**6,277,205**	**5,966,149**

FIVE-YEAR OVERVIEW OF OTHER FINANCING SOURCES (USES)
FISCAL YEARS 2007-2008 TO 2011-2012

Fund	Actual 2007-08	Actual 2008-09	Actual 2009-10	Midyear 2010-11	Adopted 2011-12
General Funds:					
Proceeds of Long-term Debt:					
South Bay Center	-	180,000	195,000	-	-
Aviation High School	511,641	547,788	589,314	556,248	448,017
Harbor Center	407,415	-	-	110,243	170,444
Transfer from Debt Service Funds:					
Harbor Center	676,147	-	-	-	-
Aviation Bond Debt Service:					
Aviation High School	-	17,279	(179,751)	-	-
Pier Bond Debt Service:					
Harbor Center	-	-	-	(200,559)	(141,188)
South Bay Center Bond Debt Service:					
South Bay Center	(838,040)	(838,273)	(837,163)	(839,710)	(835,468)
SERAF Loan Repayment:					
Aviation High School	-	-	-	(529,238)	(264,767)
Sub-total	**757,163**	**(93,205)**	**(232,600)**	**(373,778)**	**(622,962)**
Housing Funds:					
SERAF Loan Repayment:					
Aviation High School	-	-	-	529,238	264,767
Sub-total	**-**	**-**	**-**	**-**	**264,767**
Debt Service Funds:					
Debt Service:					
Aviation High School	-	534,687	179,751	-	-
South Bay Center	9,597,831	838,273	837,163	839,710	835,468
Public Financing Authority	10,562,275	-	-	200,559	141,188
Transfer to General Funds:					
Aviation High School	-	(700,000)	-	-	-
South Bay Center	(10,562,275)	-	-	-	-
Public Financing Authority	(9,435,937)	-	-	-	-
Sub-total	**161,893**	**138,273**	**1,016,914**	**1,040,269**	**976,656**
TOTAL REDEVELOPMENT AGENCY	**919,057**	**45,067**	**784,314**	**666,491**	**618,461**

ANNUAL GENERAL FUNDS BUDGET
FISCAL YEAR 2011-2012

	REDONDO PLAZA	SOUTH BAY CENTER	AVIATION HIGH SCHOOL	HARBOR CENTER	TOTAL
ESTIMATED FUND BALANCE - July 1, 2011	**-**	**48,627**	**934,739**	**1,000,601**	**1,983,967**
Revenues					
Tax Increment	-	1,972,800	831,200	398,400	3,202,400
Investment Earnings	-	1,488	38,089	13,315	52,892
Developer Payments	-	141,145	-	-	141,145
Total Revenues	**-**	**2,115,433**	**869,289**	**411,715**	**3,396,437**
Expenditures					
Galleria Security	-	108,000	-	-	108,000
Administration	-	97,607	12,000	472,230	581,837
Pass Through Payments	-	1,063,339	448,017	-	1,511,356
Harbor Debt Interest Expense	-	-	-	170,444	170,444
Harbor Debt Repayment	-	-	-	257,212	257,212
Total Expenditures	**-**	**1,268,946**	**460,017**	**899,886**	**2,628,849**
Other Financing Sources (Uses)					
Proceeds of Long-term Debt	-	-	448,017	170,444	618,461
Pier Bond Debt Service	-	-	-	(141,188)	(141,188)
South Bay Center Bond Debt Service	-	(835,468)	-	-	(835,468)
SERAF Loan Repayment	-	-	(264,767)	-	(264,767)
Total Other Financing Sources (Uses)	**-**	**(835,468)**	**183,250**	**29,256**	**(622,962)**
ESTIMATED FUND BALANCE - June 30, 2012	**-**	**59,646**	**1,527,261**	**541,686**	**2,128,593**

ANNUAL HOUSING FUNDS BUDGET
FISCAL YEAR 2011-2012

	REDONDO PLAZA	SOUTH BAY CENTER	AVIATION HIGH SCHOOL	HARBOR CENTER	TOTAL
ESTIMATED FUND BALANCE - July 1, 2011	**3,795,346**	**6,475,158**	**1,775,639**	**1,533,188**	**13,579,331**
Revenues					
Tax Increment	-	493,200	207,800	99,600	800,600
Investment Earnings	85,825	159,177	54,886	41,727	341,615
Total Revenues	**85,825**	**652,377**	**262,686**	**141,327**	**1,142,215**
Expenditures					
Administration	-	299,036	100,279	1,400	400,715
Handyperson Program	231,758	231,758	-	-	463,516
Owner Rehabilitation Loan Program	125,000	125,000	-	-	250,000
Inclusionary Housing Program	95,628	95,628	-	-	191,256
Total Expenditures	**452,386**	**751,422**	**100,279**	**1,400**	**1,305,487**
Other Financing Sources (Uses)					
SERAF Loan Repayment	-	-	264,767	-	264,767
Total Other Financing Sources (Uses)	**-**	**-**	**264,767**	**-**	**264,767**
ESTIMATED FUND BALANCE - June 30, 2012	**3,428,785**	**6,376,113**	**2,202,813**	**1,673,115**	**13,680,826**

ANNUAL DEBT SERVICE FUNDS BUDGET
FISCAL YEAR 2011-2012

	SOUTH BAY CENTER	PUBLIC FINANCING AUTHORITY	TOTAL
ESTIMATED FUND BALANCE - July 1, 2011	**12,394**	**7,668,385**	**7,680,779**
Revenues			
Investment Earnings	455	176,953	177,408
Rental Income	-	310,458	310,458
Total Revenues	**455**	**487,411**	**487,866**
Expenditures			
Administration	-	114,269	114,269
Interest Expense	615,089	305,739	920,827
Principal Payments	215,000	688,264	903,264
Kincaid's Pass-Through	-	93,453	93,453
Total Expenditures	**830,089**	**1,201,725**	**2,031,814**
Other Financing Sources (Uses)			
South Bay Center Bond Debt Service	835,468	-	835,468
Pier Bond Debt Service	-	141,188	141,188
Total Other Financing Sources (Uses)	**835,468**	**141,188**	**976,656**
ESTIMATED FUND BALANCE - June 30, 2012	**18,228**	**7,095,259**	**7,113,487**

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's professional certification.
- The Recreation and Community Services Department will provide $250,000 in deferred payment loans for housing rehabilitation projects to three or four low-income homeowners through the City's CDBG program.
- The Recreation and Community Services Department will administer CDBG mobility access projects and provide handyperson improvements for 35 low income homeowners.
- The Recreation and Community Services Department will administer the City's Inclusionary Housing Program by reviewing qualifications of prospective homebuyers and monitoring five residential developments.
- The Harbor, Business and Transit Department will fund approximately $700,000 to the Handyperson, Commercial Rehabilitation, and Deferred Loan programs.

Key Projects and Assignments

- The Planning Department will complete necessary revisions to achieve certification of the Housing Element of the General Plan (following review by the California Department of Housing and Community Development) by July 2011.
- The Recreation and Community Services Department will continue to develop policies and procedures, including a comprehensive manual, for administration of the City's Inclusionary Housing Program by December 2011.

INDEX

Annual Debt Service Funds Budget - Redevelopment Agency 325
Annual General Funds Budget - Redevelopment Agency 323
Annual Housing Funds Budget - Redevelopment Agency 324
Appropriations Summary by Department/by Expenditure Type - Expenditures 114
Appropriations Summary by Department/by Fund - Expenditures 112
Appropriations Summary by Fund by Expenditure Type - Redevelopment Agency 318
Appropriations Summary by Fund/by Program/by Department/by Expenditure Type - Expenditures 115
Breakwater Camp Financial Summary - Financial Summaries 74
Budget Account Structure - General Information 34
Budget Adoption Resolution - General Information 20
Budget Message - Redevelopment Agency 301
Budget Preparation Timeline - General Information 22
Budgetary Process and Other Management Information - General Information 23
Capital Improvement Projects Detail and Operating Budget Impact - Capital Improvements Summary 292
Capital Improvement Projects Summary and Timeline - Capital Improvements Summary 284
Capital Improvement Projects Summary by Fund/by Function - Capital Improvements Summary 285
Capital Improvement Projects Summary by Fund/by Program - Capital Improvements Summary 286
City Attorney - Department Details 151
City Clerk - Department Details 137
City Manager - Department Details 159
City Treasurer - Department Details 145
Citywide Allocated Costs - Expenditures 128
Classification of Funds - General Information 35
Community Development Block Grant Financial Summary - Financial Summaries 70
Compensation and Benefits - General Information 10
Definition of Acronyms - General Information 49
Engineering and Building Services - Department Details 243
Farmers' Market Financial Summary - Financial Summaries 76
Financial Services - Department Details 183
Fire - Department Details 203
Five-Year Overview of Appropriations - Redevelopment Agency 319
Five-Year Overview of Appropriations by Fund - Expenditures 123
Five-Year Overview of Departmental Appropriations - Expenditures 122
Five-Year Overview of Other Financing Sources (Uses) - Redevelopment Agency 322
Frequently Asked Questions - General Information 53
General Fund Per Capita Expenditures - General Information 9
General Fund Three-Year Financial Plan 77

INDEX

Geographical Boundaries - General Information 8
Glossary of Budget Terms - General Information 40
Graphs/Major Sources of Revenues – General Fund - Revenues 88
Graphs/Major Sources of Revenues - Redevelopment Agency 309
Harbor Enterprise Funds Summary - Expenditures 124
Harbor Parking Structures Financial Summary - Financial Summaries 75
Harbor Tidelands Financial Summary - Financial Summaries 63
Harbor Uplands Financial Summary - Financial Summaries 64
Harbor, Business, and Transit - Department Details 253
Housing Authority Financial Summary - Financial Summaries 71
Human Resources - Department Details 173
Index 327
Information Technology - Department Details 165
Key Annual Service Activities - Redevelopment Agency 326
Mayor and City Council - Department Details 131
Organizational Chart - General Information 1
Organizational Chart - Redevelopment Agency 302
Overview of Appropriations - Expenditures 107
Overview of Appropriations - Redevelopment Agency 314
Overview of Estimated Revenues - Redevelopment Agency 307
Overview of Estimated Revenues - Revenues 81
Personnel Summary by Department - General Information 11
Planning - Department Details 235
Police - Department Details 191
Profile and Statistics - General Information 2
Public Library - Department Details 215
Public Works - Department Details 265
Recreation and Community Services - Department Details 221
Redondo Beach Performing Arts Center Financial Summary - Financial Summaries 73
Revenue and Expenditure Pie Charts - Financial Summaries 60
Revenue Detail - Redevelopment Agency 312
Revenue Detail - Revenues 100
Schedule of Interfund Transfers - Financial Summaries 62
Schedule of Interfund Transfers - Redevelopment Agency 305
Seaside Lagoon Financial Summary - Financial Summaries 72
Solid Waste Enterprise Fund Summary - Expenditures 125
Solid Waste Financial Summary - Financial Summaries 65

INDEX

Statements of Financial Principles - General Information..... 28
Statistical Profile - Redevelopment Agency..... 303
Street Landscaping and Lighting Financial Summary - Financial Summaries..... 69
Summary of Estimated Revenues, Appropriations and Fund Balances - Financial Summaries..... 57
Summary of Estimated Revenues, Appropriations and Fund Balances - Redevelopment Agency..... 304
Summary of Personnel - Redevelopment Agency..... 306
Transit Enterprise Fund Summary - Expenditures..... 127
Transit Financial Summary - Financial Summaries..... 67
Two-Year Comparison of Appropriations by Fund - Expenditures..... 110
Two-Year Comparison of Appropriations by Fund - Redevelopment Agency..... 317
Two-Year Comparison of Estimated Revenues by Fund - Redevelopment Agency..... 308
Two-Year Comparison of Estimated Revenues by Fund - Revenues..... 87
Vehicle Replacement Financial Summary - Financial Summaries..... 68
Wastewater Enterprise Fund Summary - Expenditures..... 126
Wastewater Financial Summary - Financial Summaries..... 66