City of Redondo Beach
California

redondo
BEACH

Adopted Budget
Fiscal Year FY 2012-13

CITY OF REDONDO BEACH

ADOPTED BUDGET

Fiscal Year 2012-2013

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

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

Peter Grant
Assistant City Manager

Michael Webb
City Attorney

Eleanor Manzano
City Clerk

Ernie O'Dell
City Treasurer

Joe Hoefgen
Director of Recreation, Transit and Community Services

Daniel P. Madrigal
Fire Chief

Steve Huang
City Engineer/Chief Building Official

Pete Carmichael
Waterfront and Economic Development

Chris Benson
Information Technology Director

Aaron Jones
Planning Director

W. Joseph Leonardi
Chief of Police

Jean Scully
Director of Library Services

Michael Witzanski
Public Works Director

Diana Moreno
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California Society of Municipal Finance Officers

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Fiscal Year 2011-2012

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February 29, 2012

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City of Redondo Beach

California

For the Fiscal Year Beginning

July 1, 2011

President

Executive Director

CITY OF REDONDO BEACH
ADOPTED BUDGET
FISCAL YEAR 2012-2013

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redondo BEACH

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May 15, 2012

Dear Mayor and Members of the City Council:

Greater well-being and longevity are the Vitality City project goals of which Redondo Beach is a major participant. The same can be said about managing the "Blue Zone" goals of our City's financial affairs. The decisions made by the City Council in the Annual Budget have far-reaching effects on the well-being of the community and longevity of the City's fiscal health. Presented for the Mayor & City Council's consideration is the proposed FY 2012-13 Annual Budget optimizing our available resources and addressing more economic and intergovernmental challenges to our financial fitness.

The Mayor & City Council, coupled with the employees and community have handled in recent years some of the most difficult financial times we have seen in the past eight decades. Through that collaboration, we have demonstrated that we can "Do More with Less" and now "Do Less with Less" in response to economic circumstances outside our control. Today, the City's finances have stabilized based on wise decisions of the Mayor & City Council, but at a significantly lower level than anyone of us could have predicted.

The City Manager's recommended FY 2012-13 City Budget is balanced. The budget plan calls for maintaining the City's 8.33% General Fund reserve of $5,677,733 and continues the use of financial best practices to support our Standard & Poor's bond rating of AA+. The City's budget situation is better; therefore, we recommend that the Fiscal Emergency resolution adopted by Council last year be rescinded.

According to Will Rogers, "Even if you are on the right track, you'll get run over if you just sit there". There will be no "sitting there" under the leadership of the Mayor and City Council in FY 2012-13. Our positive drive in the coming year includes:

- Great Services: We will continue to train and equip our employees to deliver top-notch service to the community with high levels of customer service. Public safety will be our primary emphasis. However, this will be a year of transition as we hire new employees at nearly every level of the organization to replace those retiring.

- Community Building: We will be fully engaged in the second year of the Vitality City program, now Blue Zone Project, to improve community health and well-being. Our enhanced relationship with the School District will deliver dividends in support of public education. Additionally, the community soon will be able to celebrate a remodeled Seaside Lagoon and new Harbor Patrol facility just in time for the annual 4th of July Event in the Harbor.

- Economic Development: We will enter a new phase of our economic development program focusing on attracting new investment for the Harbor's revitalization, protecting the LA Air Force Base as a regional asset, encouraging local small business development, connecting with the globe through trade and tourism and supporting expansion of the South Bay Galleria.

- Environmental Protection: We will be highly involved in new initiatives to safeguard the community's environment land, air and water. The wastewater and stormwater systems are slated to be upgraded with new facilities and operational changes. The City is poised to be an "intervener" with the California Energy Commission as they decide the fate of AES Corporation's electrical power plant in the Harbor. Countywide traffic congestion fees and stormwater parcel taxes appear to be on the table for decisions in the next 12-14 months.

While our City Budget and finances have stabilized, we are again looking ahead to a series of new tests to our fiscal integrity in FY 2012-13 including:

- The State of California has announced that its budget deficit has swelled to $16 billion. This could mean additional cuts of funding to cities, more mandated costs imposed on us and additional transfer of program responsibilities without associated resources. We have already seen the negative impact on local law enforcement due to the State's actions concerning early release of prisoners.

- The economy will continue to be sluggish as California inches its way out of the bottom of our most difficult economic times since the Great Depression. Our financial health is tied to the economy. We will not see major improvements in our finances until we see a significant drop in unemployment and higher levels of private sector economic activity. Unfortunately, the State eliminated our economic tools to assist in this regard when they eliminated redevelopment agencies throughout California.

- The Federal government has embarked on a new round of funding cuts to cities, imposition of mandated costs and budget reductions to locally-based important space and defense programs. The cuts to Community Development Block Grant and Housing Authority funding have begun with potential Transit/Transportation funding reductions looming in the future. The costs of unfunded national mandates for health care, stormwater and wastewater are illustrative of how the Federal government avoids its fiscal responsibility for their priorities and places them on local governments. The Southern California economy could potentially be rocked in the near future if the Federal government ends funding for weather satellites, space exploration-national defense aerospace research as well as a possible shuttering of the LA Air Force Base.

- City employees worked collaboratively with the City to shrink compensation by 6%. However, the total cost for City employees will increase as we are buffeted by fast-rising health plan costs, workers compensation pay-outs and uncontrolled PERS

retirement costs. Employees are not seeing improvements in their paycheck despite the fact payroll costs per employee are increasing. A drawdown on the CalPERS Reserve Fund in the amount of $393,489 will be required.

The chart below illustrates the problem.

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Misc Employer	$ 2,116,760	$ 2,524,905	$ 2,604,885	$ 2,940,941	$ 2,994,739
Misc Employee	1,255,280	1,255,280	1,255,280	1,255,280	1,255,280
Safety Employer	5,117,959	6,005,502	6,319,185	6,789,944	6,868,169
Safety Employee	1,408,053	1,408,053	1,408,053	1,408,053	1,408,053
Total	$ 9,898,052	$11,193,740	$11,537,403	$12,394,218	$12,526,241

Outlook for 2012- 13 Fiscal Year

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 modestly increasing as improvements in the housing market are seen. To comply with Proposition 13, the FY 2012-13 includes a positive CPI adjustment unlike last year in which it was in fact negative.
  - Sales taxes will be increasing from the midyear budget for FY 2011-12 with new businesses replacing closures and increasing consumer spending.
  - Utility users' taxes remain flat due to an increase in energy costs offset by conservation.
  - Transient occupancy (hotel room) taxes will remain relatively flat when compared to the midyear budget for FY 2011-12 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 are modestly increasing due to slightly improved construction-related activity.
- State actions to take away additional local City revenues are likely if Governor Brown's proposed tax hikes fail at the polls. It is unknown at this time what precise new attacks may have to be endured.
- The dismal California unemployment rate hovering between 10% and 11% will continue to heavily weigh down consumer spending on goods, housing and travel translating to reduced levels of tax revenue.

❖ *Projected Expenditures*

- Personnel expenses remain relatively flat with no changes to the FY 2011-12 Memorandums of Understanding.
- 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 Harbor Uplands Fund balance is declining and actions are continuing to be taken to correct this situation consistent with the City Council's approved Harbor Enterprise Business Plan. The budget of Harbor Uplands Fund will balance with use of beginning fund balance for capital projects and implementation of Decision Packages for operations.
- 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 Budget & Finance and Public Works Commissions also provide their advice and expertise in assisting the City Manager in the development of the operating budget and CIP. 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 2011-12. 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 2011-12 midyear level to be adjusted again at the FY 2012-13 midyear budget review. The combination of all of the above changes set the anticipated departmental "base" budget for FY 2012-13.

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 2012-13 base budgets. We have many more departmental needs than we have funding available. The City is primarily a service organization with nearly 77% of our costs associated with the personnel that provide theses services reside 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?

Budget deliberations are about policy priorities, allocating limited resources and making difficult choices. Using the criteria described above and guided by our corporate value of "Fiscal Responsibility", a total of 53 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
Senior Administrative Specialist – Planning
Maintenance Worker I (5) – Public Works

The total amount of proposed expenditure reductions for all Decision Packages is $913,848, with $345,495 recommended for the General Fund. The total amount of revenue enhancement recommended is $1.4 million. The total amount of proposed appropriations for all Decision Packages is $5.1 million with $352,284 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 29. The second review and adoption of the budget and CIP are slated for June 5 and 19, respectively. A more focused review of the CIP budget is set for a workshop on June 12. Approximately 40 to 50 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 $96.3 million in FY 2012-13. The total expenditures proposed for all funds are $100.2 million. The difference of $3.9 million will be funded from the estimated beginning fund balances, a drawdown the PERS set-aside, transfers from the Capital Improvement Fund and other Decision Packages.

The FY 2012-13 CIP plan proposes $9.9 million in projects to be paid for with $9.9 million from 12 funding sources.

General Fund Revenue

The projected revenue from outside sources for FY 2012-13 is $62,210,114. This represents an increase of $777,748, or 1.3%, when compared to the midyear budget for FY 2011-12. Taxes, licenses and permits, and charges for services are contributing to the increase, while fine and forfeitures, use of money and property (primarily investment earnings) and intergovernmental revenues are decreasing.

General Fund Expenditures

The projected General Fund expenditures for FY 2012-13 are $51,990,767 excluding internal service fund allocations. This represents a decrease of $1.6 million, or 2.9%, when compared to the midyear budget for FY 2011-12. The primary reason for the decrease can be attributed to the inclusion of the carryover appropriations in the FY 2011-12 midyear budget. Described below are the major assumptions used in projecting our “base” budget.

Personnel costs will increase by 0.8% to $45,130,349.

432 positions are authorized and funded compared to 496 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 2011-12 midyear budget review and will not be adjusted again until the FY 2012-13 midyear budget review.

Capital improvement costs are scheduled in the CIP.

The difference between the General Fund revenue and expenditures before transfers in/out and Decision Packages is $299,680. If all Decision Packages were adopted, transfers in and out were included, revenues would exceed expenditures by $98,583.

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 2012-13, the total amount of this reserve is $5,677,733. 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 continuing the Business Plan implementation and the financials should reflect their positive impact over the next several years.

The projected Harbor Enterprise revenue for FY 2012-13 is $9,047,300 This represents an increase of $299,980, or 3.2%, over the midyear budget for FY 2011-12.

The projected Harbor Enterprise expenditures for FY 2012-13 are $10,510,530. This represents a decrease of $8,977,244, or 46.1%, from the midyear budget for FY 2011-12. 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 $1,463,230 will be funded from the estimated beginning fund balance and proposed decision packages.

Successor Agency to the Redevelopment Agency

The Redevelopment Agency was dissolved as of February 1, 2012 and succeeded by the Successor Agency to the Redevelopment Agency (SARA). SARA exists basically to pay administrative expenses and debt previously incurred by the Redevelopment Agency. Revenues and expenditures for SARA are both anticipated to be $1,366,600 for FY2012-13. In compliance with State policies and procedures, administrative expenses are limited to $250,000 and the remainder of the revenue of $1,116,600 will be distributed by the State from the Property Tax Trust Fund to pay debt.

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
- Harbor Uplands
- Solid Waste
- Wastewater
- Transit
- Vehicle Replacement
- Street Landscaping and Lighting
- Successor Agency to the Redevelopment Agency
- Community Development Block Grant
- Housing Authority
- Seaside Lagoon
- Redondo Beach Performing Arts Center
- Breakwater Day Camp
- Harbor Parking Structures
- Farmers’ Market
- Community Financing Authority

Conclusion

The Annual Budget is the single most important matter that comes before the community's elected officials. In the role of policy decision makers, Mayor and City's Council have acted decisively in the making of wise financial decisions that have allowed the City of Redondo Beach to have a balanced budget. My thanks and appreciation are extended for that leadership.

I wish to also acknowledge the dedicated efforts of the Department Head team in preparing the recommendations found in the Annual Budget. They take seriously our corporate value of "Fiscal Responsibility" in their work. Respect and gratitude are due to the Financial Services Department staff including Diana Moreno, Marni Ruhland, Jeff Payne and Doug Kaku. In addition I would like to say thank you to Pete Grant, Ernie O'Dell, Eleanor Manzano and Frank Rowlen for their contributions to the Budget's development.

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. 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 with continue. Recommended is approval to continue the City Manager's flexible hiring freeze.

Decision Package #2. Reduction in City Treasurer Operating Expenses. The proposed reduction of City Treasurer expenses is related to not issuing a Tax Revenue Anticipation Note (TRAN) and lessening other miscellaneous operating expenses. Recommended is approval of reduction in appropriation to the General Fund of $61,350.

Decision Package #3. IT Department Reorganization: Deauthorization of Printing and Graphics Supervisor Position. Print shop operations were transferred to the Information Technology Department by the Council at the Mid-Year Budget Update. Proposed is to de-authorize the vacant Printing and Graphics Supervisor position ($96,912). Two part-time positions ($48,000) would be hired to complete necessary printing work. Recommended is approval of reduction in appropriation to the Information Technology Fund of $48,912.

Decision Package #4. Pier Police Investigations Assignment. Law enforcement issues at the Pier requiring police investigators has declined over the past three years. The assignment of only one police investigator instead of two is needed for the Pier area. Recommended is a reduction in appropriation to the Uplands Fund of $30,000.

Decision Package #5. Departmental Reorganization – Deauthorization of Senior Librarian Position and Authorization of Library Clerical Supervisor Position. As part of the City's Succession Plan and to improve customer service, it is proposed to deauthorize the current vacant Senior Librarian position ($115,344) and authorize the Library Clerical Supervisor position ($94,712). Recommended is an on-going reduction to the General Fund of $20,632.

Decision Package #6. Elimination of Redondo Beach Swim Program. The Recreation & Community Services Department's swim programs no longer have access to pool facilities. The City's swim programs are being eliminated. Recommended is the reduction of General Fund revenues ($24,000) and appropriations ($18,462).

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #7. Departmental Reorganization – Deauthorization of One Community Program Coordinator Position. The City Council approved a reorganization of the Recreation & Community Services Department. As part of the reorganization plan, proposed is deauthorization of a vacant Community Program Coordinator position ($80,092) and retention of funding for a part-time Community Program Coordinator ($18,000). Through this reorganization, production of the quarterly City newsletter will become a contract service as opposed to being performed by in-house City staff resulting in an annual expenditure of $20,000 in RT&CS contacts and professional services. Recommended is a $30,078 reduction in the appropriation to the General Fund and $12,014 to the Harbor Tidelands Fund.

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

Decision Package #8. Redondo Beach Performing Arts Center Bookings. Additional booking for use of the Redondo Beach Performing Arts Center are scheduled in the coming year along with associated revenues. Recommended is the increase of revenues ($40,443) to the General Fund.

Decision Package #9. Reduction of Parking Structure Operational Expenses. Installation of the new pay-by-space parking system for Pier and Plaza parking structures has eliminated the need for a contract parking structure operator and their associated costs. Recommended is an on-going expense reduction of $87,103 to the Harbor Tidelands Fund and $280,480 to the Harbor Uplands Fund.

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

Decision Package #10. March, 2013 Election. Redondo Beach will conduct a General Municipal election in 2013 to elect a Mayor, three members of the City Council, three members of the Redondo Beach Unified School District and a City Attorney. The City is required to pay for the full costs of the election. Recommended is a one-time General Fund appropriation of $281,175 funded by a transfer from the Capital Improvement Fund.

Decision Package #11. Transfer from CalPERS Reserve Fund. Mandated CalPERS contributions by the City for employee retirement programs are increasing for FY 12-13. $3 million was reserved to partially defray the expected CalPERS increases over the next several years. Recommended is a transfer of $393,489 from the CalPERS Reserve Fund to the General Fund to pay for the FY 12-13 increment.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #12. Increase in Costs for Police Department Maintenance Contracts. Appropriations are needed for increases in maintenance contracts for existing programs in the Police Department as follows: Hitech Patrol, Records, and Communications ($7,200); Advanced Electronics for Property & Evidence ($4,000); The Omega Group for Crime Analysis ($4,000); MdE for Personnel & Training ($2,200); and Telestaff for Administration ($11,000). Recommended is a $23,900 appropriation to the General Fund and a $4,500 appropriation to the Communications Operations Fund.

Decision Package #13. Police Department Clearance Letter Fee. Requests are made for notarized letters stating that there has been a search of all names of a person and that no criminal record and/or that no criminal record is on file. The Police Department charges $41 for this service. The Clearance Letter fee without notary is $33, and the State recommends an additional $10 fee per notary signature. Proposed is an increase to $43. The estimated annual revenue to the General Fund is $1,700. Recommended is direction to hold a public hearing on June 19, 2012 for consideration of a proposed fee increase of $10 to $43 for a Notarized Clearance Letter.

Decision Package #14. Police Department Annual Parking Meter Permit. The City's annual Parking Meter Permit program provides customer convenience and cost savings to participants using designated parking lots. The existing permit is $80 which remains the lowest in the survey of adjacent beach communities and was last increased in 2010. Proposed is an increase to the annual Parking Meter Permit fee to $95 to generate approximately $24,000 of General Fund revenue. Recommended is direction to hold a public hearing on June 19, 2012 for consideration of a proposed increase in the Annual Parking Meter Permit.

Decision Package #15. 1922 Artesia Boulevard Lease Payment. The lease payment for the Recreation & Community Services Department facility at 1922 Artesia Boulevard rent will increase in January 2013. An appropriation is needed to meet the cost for the lease adjustment. Recommended is an on-going General Fund appropriation of $8,800.

Decision Package #16. L.A. County Beaches/Harbor Use Fee. The County of Los Angeles has applied a 10% of gross receipts policy for use of the beach by City recreation programs. Recreation & Community Services Department gross receipts of $120,000 are expected from City based beach programs during the fiscal year. Funding is required to pay the County's fee. Recommended is an appropriation of $12,000 to the General Fund.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #17. Departmental Reorganization: Deauthorization of One Housing Authority Administrative Specialist Position. The City Council approved a reorganization of the Housing Authority. As part of the reorganization plan, proposed is to the deauthorization of a vacant Housing Authority Administrative Specialist position ($73,294) and retention of funding for a part-time Administrative Specialist ($20,450). Recommended is a $52,844 reduction in the appropriation to the Housing Fund.

Decision Package #18. Recreation and Community Services Department Facilities Fees. Based on increased maintenance due to high usage of the Aviation Track and Field, Wilderness Park, and Seaside Lagoon facilities, proposed is a modification to the existing fees charged for private events and group reservations. The fee modifications are an incremental step toward recovering the City's operational costs of these high demand facilities. The fiscal impact is an estimated $14,170 annual increase to General Fund revenue and an additional $13,175 to the Tidelands Fund. Recommended is direction to hold a public hearing on June 19, 2012 for consideration of the proposed fee increase for Recreational and Community Service Facilities Fees.

Decision Package #19. Recreation and Community Services Department Senior Center Rental Fees. A new hourly use fee is proposed for rental of Anderson and Perry Park Senior Centers for private events when not used for scheduled senior activities. Upon implementation, additional General Fund revenue of $7,200 would be generated in FY 2012-13. Recommended is direction to hold a public hearing on June 19, 2012 for consideration of the proposed increase for Recreation and Community Services Senior Center Rental fees.

Decision Package #20. Transit CNG Cost Increase. Fuel costs are rising for operating BCT vehicles. An appropriation is needed to pay for increased CNG cost related to transit services. Recommended is an on-going appropriation of $65,000 to the Transit Fund.

Decision Package #21. Transportation Concepts Rate Increase. An 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 $89,000.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #22. Refuse Collection and Recycling Program. Needed is an appropriation to the Solid Waste Fund to align revenues and expenditures. This would bring the solid waste handling services agreement into conformance with the May 2012 Council approved refuse rate increases. Recommended is an on-going revenue increase to the Solid Waste Fund of $40,375 and an on-going appropriation to the Solid Waste Fund of $33,446.

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

Decision Package #23. Replacement of the 9-1-1 System. The City's 9-1-1 Communication system is core to the City's public safety function. An appropriation for replacement and enhancement of the 9-1-1 system is needed for the Communications Center, Fire Station 2 (alternate Communications Center) and added mobile capability. The total cost of $465,542 is anticipated to be funded by the State ($336,000) and City appropriation. Recommended is and appropriation to the Narcotic Asset Forfeiture Fund of $129,542.

Decision Package #24. Firefighter Protective Clothing & Safety Equipment. An appropriation is needed to cover one-time costs related to firefighter safety clothing and equipment for six new firefighters . Recommended is a one-time $21,000 appropriation to the Self-Insurance Program Fund.

Decision Package #25. Wastewater Maintenance Contracts. Protecting public health and the environment are key goals of the City. Preventative maintenance will enhance the integrity of the sewer system and reduce back ups and system failures. Funding is needed for preventative maintenance contracts that target extensive line clearing and inspections, video integrity inspection, root control, insect/rodent control, force main maintenance and siphon inspections. Recommended is an on-going appropriation to the Wastewater Fund of $597,000.

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

Decision Package #26. Intervener Participation in CEC Review of AES Power Plant Application. The City Council approved an Intervener level of participation in the California Energy Commission's review of the AES Corporation's application for a new power plant application. Funding is required for retention of experts to advise the City and provide pertinent data to the Commission on behalf of the City. Recommended is a one-time $175,000 appropriation to the General Fund funded by a transfer from the Capital Improvement Fund.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #27. Exchange of Franklin Property. A planned property lease exchange between the City and Redondo Beach Unified School District will end the City's use of the Franklin Community Center along with associated program revenues and expenditures. Recommended is the reduction of General Fund revenues ($126,000) and appropriations ($2,690).

Decision Package #28. Chamber of Commerce and Visitors' Bureau TOT Allocation. With the projected increase in the City's TOT revenue from the FY 11-12 Adopted Budget to the FY 11-12 Midyear Budget of $330,000 and a projected increase from the FY 11-12 Midyear Budget to the FY 12-13 Proposed Budget of $20,000, the contracted allocation to the Visitors' Bureau increases by 10% of the total $350,000 to enhance marketing activities related to the City. Recommended is a one-time increased appropriation of $35,000 to the General Fund.

Decision Package #29. 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 2012-13 to cover higher costs for the Street Landscaping and Lighting District to prevent a reduction of service. Recommended is a one-time $103,719 transfer from the General Fund to the Street Landscaping and Lighting District Fund.

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

Decision Package #30. City Audit Services. Rogers, Anderson, Malody & Scott, LLP was selected by Council to perform not only the standard audit services for the City, but also issue separate financial statements for the Enterprise and Internal Service Funds. The new contract exceeds the funding allocated in the budget for auditing. Recommended is approval of $17,350 of contract funding from the City Council's core professional services and training budget account.

Decision Package #31. Information Technology – Phone System Replacement. Appropriation is necessary for replacement of the current telephone system which has reached end-of-life or can no longer meet the needs and service levels required of the City. Recommended is a one-time $460,971 appropriation to the Information Technology Equipment Replacement Fund.

Decision Package #32. 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 appropriation of $89,327 to the Information Technology Equipment Replacement Fund.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #33. Police Department SafetyNet EZ Reports. An appropriation is needed to purchase SafetyNet EZ reports, a database mining and reporting tool. The program extracts data for Public Safety work plans, performance objectives and public records requests. Recommended is a one-time $15,000 appropriation and an on-going appropriation of $3,000 to the Emergency Communications Fund.

Decision Package #34. Reclassification of Municipal Enforcement Supervisor. The supervisory and management tasks of the Municipal Enforcement Supervisor (MES) have increased with more stringent policies and procedures and an increased level of accountability. The MES is tasked with improving revenue collection, auditing revenues, and increasing citation issuance. The MES currently supervises 15 people with the possibility of an additional 4 part-time staff and has assumed many responsibilities of the former Municipal Services Manager. The Police Department will present a revised job description to the City Council at a future date to reflect added job responsibilities. Recommended is a reclassification of the Municipal Enforcement Supervisor to the new monthly salary range of $5,010 to $6,471 and an appropriation to the General Fund of $9,944.

Decision Package #35. Fire Department Policy Manual Legal Review and Update. To ensure consistency with Federal and California State laws, an appropriation is needed for the professional review and legal updating of Fire Department policy and procedure manuals. Recommended is an on-going appropriation of $3,500 to the General Fund.

Decision Package #36. Transit Vehicle Replacement. Three fixed-route BCT vehicles are scheduled for replacement. Funding is needed to purchase the replacement vehicles. Recommended is a one-time appropriation of $1,277,611 restricted grants in the Transit Fund and $27,389 in proceeds from the sale of vehicle capital assets.

Decision Package #37. Reorganization of the Engineering & Building Services, Public Works and Planning Departments - Proposed is a reorganization of three City Departments to reduce expenditures and align available resources with projected workloads and strategic objectives. Recommended is the transfer of the Building Services Division, including plan checking, permitting, and construction regulation and inspection to the Planning Department and the transfer of the Engineering Services Division, including capital project management, infrastructure construction and right-of-way oversight, to the Public Works Department. The current Building Services & Engineering Department would be deauthorized. The reorganization described in Decision Packages #37 through #42 will reduce one-time General Fund appropriations by $11,068 in FY 12-13 and FY 13-14 appropriations by $22,137.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #38. Departmental Reorganization: De-authorization of the City Engineer/Chief Building Official Position. Proposed is the deauthorization of the City Engineer/Chief Building Official's position ($237,978) upon his retirement in 2012. The position's duties are proposed to be divided between the reclassified Public Works Director, newly classified Community Development Director position (former Planning Director), the newly created City Engineer position and the newly created Chief Building Official position. Recommended is a one-time reduction to the General Fund of $118,989.

Decision Package #39. Departmental Reorganization: Authorization for a City Engineer Position - Proposed is authorization of a new City Engineer position ($196,965) effective January 1, 2013 that would report to the Public Works Director and manage the staff and operations of the Engineering Services Division within the Public Works Department. The position would require Council approval of a new job classification that contains the technical skills for essential civil engineering expertise and offers a salary benchmarked to engineer division heads in comparable cities. Recommended is an on-going appropriation of $98,483 to the General Fund.

Decision Package #40. Departmental Reorganization: Authorization for a Chief Building Official Position – The California Building Code requires cities to maintain a certified Chief Building Official (CBO). Proposed is authorization of a Chief Building Official position that would report to the Community Development Director. The Chief Building Official (CBO) position would require Council approval of a new job classification that contains current professional skill and Building Code pre-requisites. Recommended is an ongoing appropriation of $9,438 to the General Fund.

Decision Package #41. Departmental Reorganization: Authorization for a Revised Public Works Director Position. The merged operations of the Engineering Division and the Public Works Department necessitate a revised Public Works Director position classification. The Public Works Director would be responsible for management and oversight of the Engineering Division and the eight existing Divisions of the Public Works Department. Recommended is authorization to create a proposed Public Works Director revised position classification and proposed associated Municipal Code changes for Council consideration.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #42. Departmental Reorganization: Authorization for a Community Development Director Position. The merged operations of the Building Services Division with the Planning Department necessitate a changing the Planning Director position classification to a Community Development Director position classification. The Community Development Director would be responsible for management and oversight of the Building and Planning Divisions of a new Community Development Department. Recommended is authorization to create a proposed new Community Development Director position classification; change the name Planning Department to Community Development Department; and, propose associated Municipal Code changes for Council consideration.

Decision Package #43. Departmental Reorganization – De-authorization of One Vacant Public Works Administrative Specialist Position. Proposed is the de-authorization of one vacant Administrative Specialist position as part of a restructure of the Public Works Department support services. The purpose of the restructure is to reduce costs, increase staffing flexibility, and improve customer service. Recommended is an ongoing expense reduction of $73,294 to the General Fund.

Decision Package #44. Departmental Reorganization - Administrative Specialist Position Reclassification to Senior Administrative Specialist. Proposed is the reclassification of an Administrative Specialist position ($3,647 - $4,160 per month) to Senior Administrative Specialist ($3,896 - $4,444 per month) as part of a restructure of the Public Works Department support services. The purpose of the restructure is to reduce costs, increase staffing flexibility, and improve customer service. Recommended is an ongoing appropriation of $5,000 to the General Fund.

Decision Package #45. Departmental Reorganization - Authorization for Part-Time Public Works Office Support Personnel. Proposed is the authorization of 2,650 hours of part-time staff assistance at approximately $15 per hour as part of a restructure of the Public Works Department support services. The purpose of the restructure is to reduce costs, increase staffing flexibility, and improve customer service. Recommended is an ongoing appropriation of $40,000 to the General Fund.

Decision Package #46. Authorization for One Public Works Maintenance Supervisor Position for Sewer Operations. Proposed is authorization for one Public Works Maintenance Supervisor position for Sewer Operations. The new position will enable the department to meet increased maintenance responsibilities identified in the Wastewater Operations and Maintenance Program including oversight of sewer maintenance crews, management of preventative maintenance contracts, and preparation of regulatory compliance reports. An updated job specification for the position would be presented to City Council for approval prior to initiating recruitment. Recommended is an on-going appropriation of $98,000 to the Wastewater Fund.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #47. Authorization for One Pump Station Operator Position. Proposed is authorization for one Pump Station Operator position. The additional operator position will allow for the implementation of a second sewer crew that is needed to meet the increased maintenance responsibilities identified in the Wastewater Operations and Maintenance Program. An updated job specification for the position would be presented to City Council for approval prior to initiating recruitment. Recommended is an on-going appropriation of $79,626 to the Wastewater Fund.

Decision Package #48. Public Works Management Reorganization. Proposed is a reorganization of management personnel in the Public Works Department to better align resources with current operational responsibilities. Recommended is transfer of Pier and Harbor maintenance oversight from the PW Manager/Streets – Sewers and Pier – Harbor position to the PW Manager/Building Facilities position. The staff re-allocation will allow the Streets and Sewer Manager to focus on increased obligations for wastewater system maintenance and allow the Building Facilities Manager to combine related building and pier maintenance services. Recommended is on-going reduced appropriations to the Street Landscaping and Lighting Fund of $16,000, Building Occupancy Fund of $35,000 and the Harbor Tidelands Fund of $6,000, and on-going increased appropriations to the Gas Tax Fund of $32,000 and the Wastewater Fund of $25,000.

Decision Package #49. Public Works – Vehicle Replacement Purchases and Vehicle Fund Adjustment. Appropriation is necessary for the replacement of 25 vehicles used by Fire, Police and Public Works Departments. The vehicles needed for replacement in FY 2012-2013 are beyond their normal replacement cycle and are experiencing increased repair costs. The vehicles are used as critical safety, operational and emergency response units. Recommended is a one-time appropriation of $867,800 to the Vehicle Replacement Fund.

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

Decision Package #50. Streaming Video, Voting and Electronic Agenda Annual Agreement. The Council has adopted new technology for Council and Commission streaming video, voting and electronic agendas. The annual hosting and software agreement requires funding. Recommended is a transfer from the Mayor and Council budget to the City Clerk's budget in the amount of $15,600.

Decision Package #51. Santa Monica Bay Restoration Commission. Funding is requested for membership dues to allow Council's continued participation on the Santa Monica Bay Restoration Commission. Recommended is an on-going General Fund appropriation of $2,500.

City Manager Recommended
Decision Packages for City Council Approval

Decision Package #52. 4th of July Fireworks Event Funding. The City's Annual 4th of July Fireworks Event provides a safe, family oriented activity. The Council approved a one-year agreement for the Event with a not-to-exceed $5,000 payment to Pete Moffett Productions. Additionally, the agreement provides that the City provide necessary staffing for the event estimated to be approximately $16,000. Recommended is a one-time appropriation of $5,000 to the Tidelands Fund.

Decision Package #53. Confirmation of Signature Special Events. The six recommended signature events with waiver of City hard and soft cost are: 4th of July 2012 Event; Super Bowl 10K Run/Walk; Lobster Festival; Spring Fest; Riviera Village Summer Festival; and the Riviera Village Holiday Stroll. These are the same events City Council approved for FY 2011-12. This represents $31,000 in costs to the General Fund, $16,800 in costs to the Uplands Fund and $4,200 to the Tidelands Fund for the July 4th event costs. Recommended is the on-going budgeting of hard and soft costs for only these special events.

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July 1, 2012

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

Subject: Council Actions Amending the Proposed FY12-13 Budget

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Prior to formal adoption of the FY12-13 Budget, reallocation adjustments were needed to several funds described below and reflected in Attachment A.

Alta Vista Community Center Events	*Additional revenues of $7,600 are estimated from allowing the service of alcohol at Alta Vista Community Center private events.*
Artesia Boulevard Monument Sign Modifications	*A $5,000 appropriation will modify the Artesia Boulevard monument sign for the inclusion of the Transit Division.*
Renaming of Artesia Boulevard	*An additional $27,000 appropriation will fund the renaming of Artesia Boulevard.*
Mole B Plans and Specifications	*A $300,000 appropriation will fund Mole B construction plans and specifications.*
Pier Parking Structure Parking Enforcement	*An $128,000 appropriation will provide parking enforcement coverage required after installation of new meters at the Pier Parking Structures.*
Franklin Facility Materials Removal	*An $8,800 appropriation will fund the removal, transport and recycling/disposal of non-valuable materials remaining at the Franklin facility.*

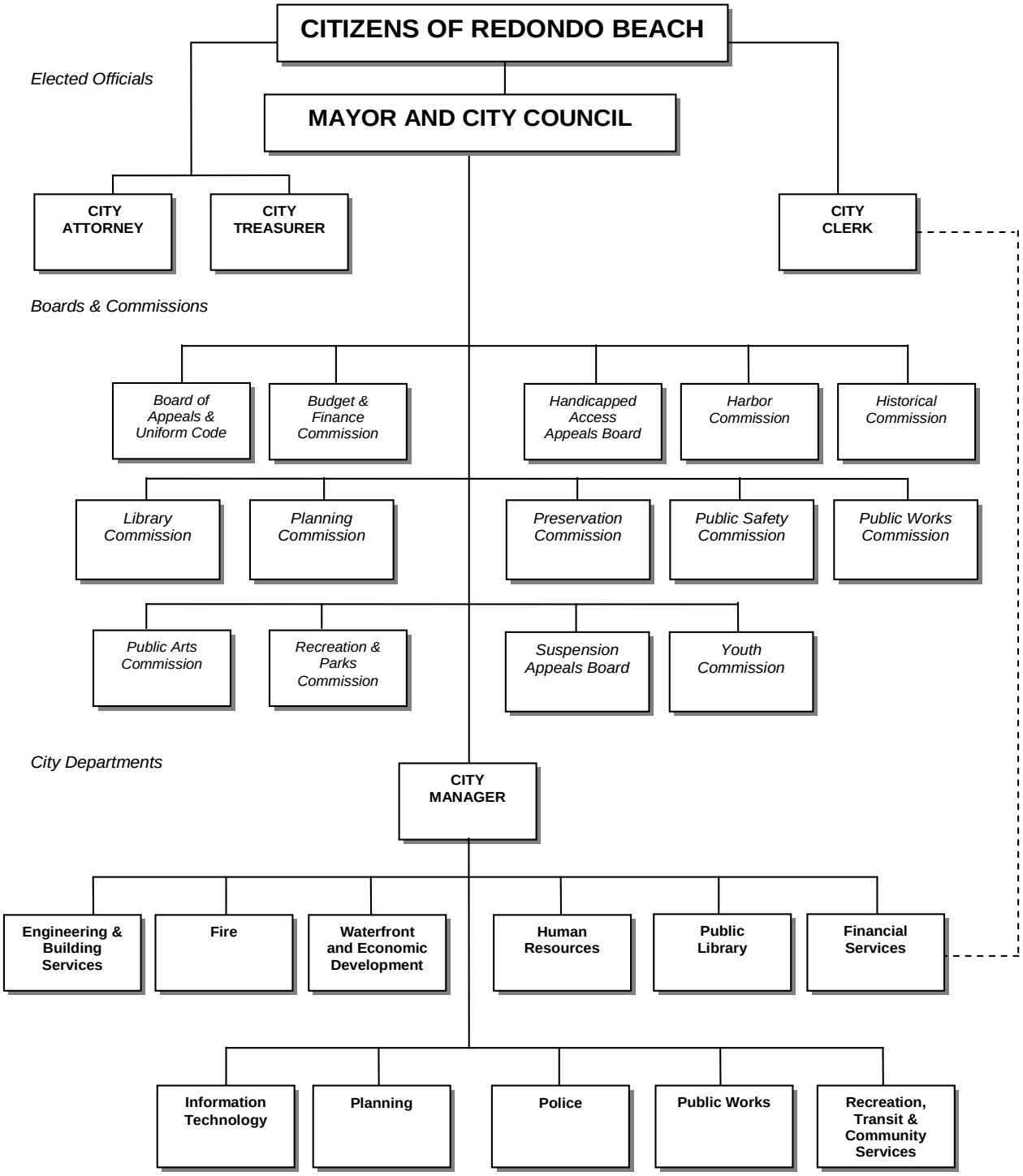
The adjusted costs reflected in Attachment A were approved by the City Council at its June 19, 2012 meeting. In addition to the items above, all recommended Decision Packages except #27 were adopted.

William P. Workman
City Manager

ATTACHMENT A

SUMMARY OF BUDGET AMENDMENTS
BY CATEGORY / BY FUND

	Alta Vista Community Center Events	Artesia Blvd Monument Sign Modifications	Renaming of Artesia Blvd	Mole B Plans and Specifications	Pier Parking Structure Parking Enforcement	Franklin Facility Materials Removal	Totals
Revenues							
General Fund	7,600	-	-	-	-	-	7,600
Expenditures							
General Fund	-	-	27,000	-	-	8,800	35,800
Harbor Tidelands	-	-	-	300,000	32,000	-	332,000
Harbor Uplands	-	-	-	-	96,000	-	96,000
Transit	-	5,000	-	-	-	-	5,000
Total Expenditures	-	5,000	27,000	300,000	128,000	8,800	468,800



ORGANIZATIONAL CHART
FY 2012-13

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.. 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.

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, and home to the Civic Light Opera of the South Bay Cities. North Redondo is home to nearly two-thirds of the children in Redondo Beach.

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

OTHER ACTIVITIES

A revitalized downtown area affectionately termed "Riviera Village" (named 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.

COST OF LIVING

According to HdL Coren & Cone reporting from *L. A. County DataQuick Property Data* public data medium real estate prices increased from $255,000 to $750,000 between 1999 and 2007. However, they reported the medium price dropped to $616,000 by 2011. Properties within short walking distance of the ocean routinely sold for well over $1 million. Those with direct, unhindered views routinely were asking in excess of $2 million.

GEOGRAPHY

According to the United States Census Bureau, the City has a total area of 6.208 mi² (16.08 km²), 6.198 mi² (16.054 km²) of it is land and 0.01 mi² (0.026 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 for the land area was 10,751.1/mi² (compared to only 239.1/mi² in all of California). The racial makeup of the City was 74.6% White, 2.8% African American, 0.4% Native American, 12.0% Asian, 0.3% Pacific Islander, 4.1% from other races, and 5.8% from two or more races. Hispanic or Latino of any race were 15.2% of the population.

Of the 29,011 households, 27.0% had children under the age of 18 living with them, 43.1% were married couples living together, 8.7% had a female householder with no husband present, and 44.1% were non-families. 31.9% of all households were made up of individuals and 7.4% 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 19.3% under the age of 18, 6.3% from 18 to 24, 34.7% from 25 to 44, 29.3% from 45 to 64, and 10.5% 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 females.

The median income for a household (in years 2006-2010) in the City was $91,737, and the per capita money income in past 12 months in 2010 dollars (in years 2006-2010) $50,291. About 5.5% of families (with 13.7% of Californians) are below the poverty level..

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 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, it 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 2011 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

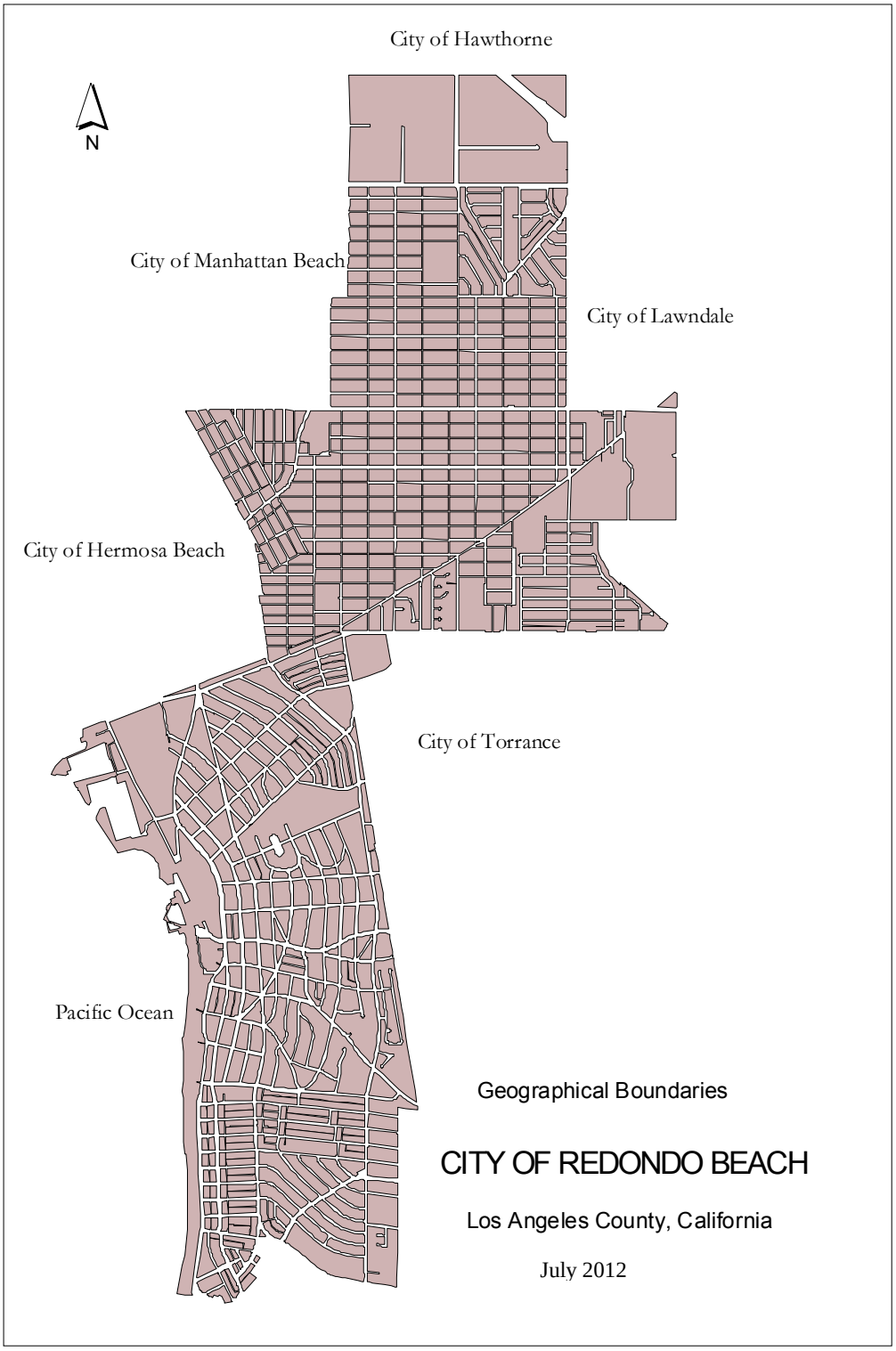
- Redondo Beach is the destination of the road-tripping family in the 2006 movie Little Miss Sunshine.
- The popular television show The O.C. used the beach and pier when shooting on location.
- Disney's "Even Stevens" used to film its mall episodes at Redondo Beach's South Bay Galleria. They also used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

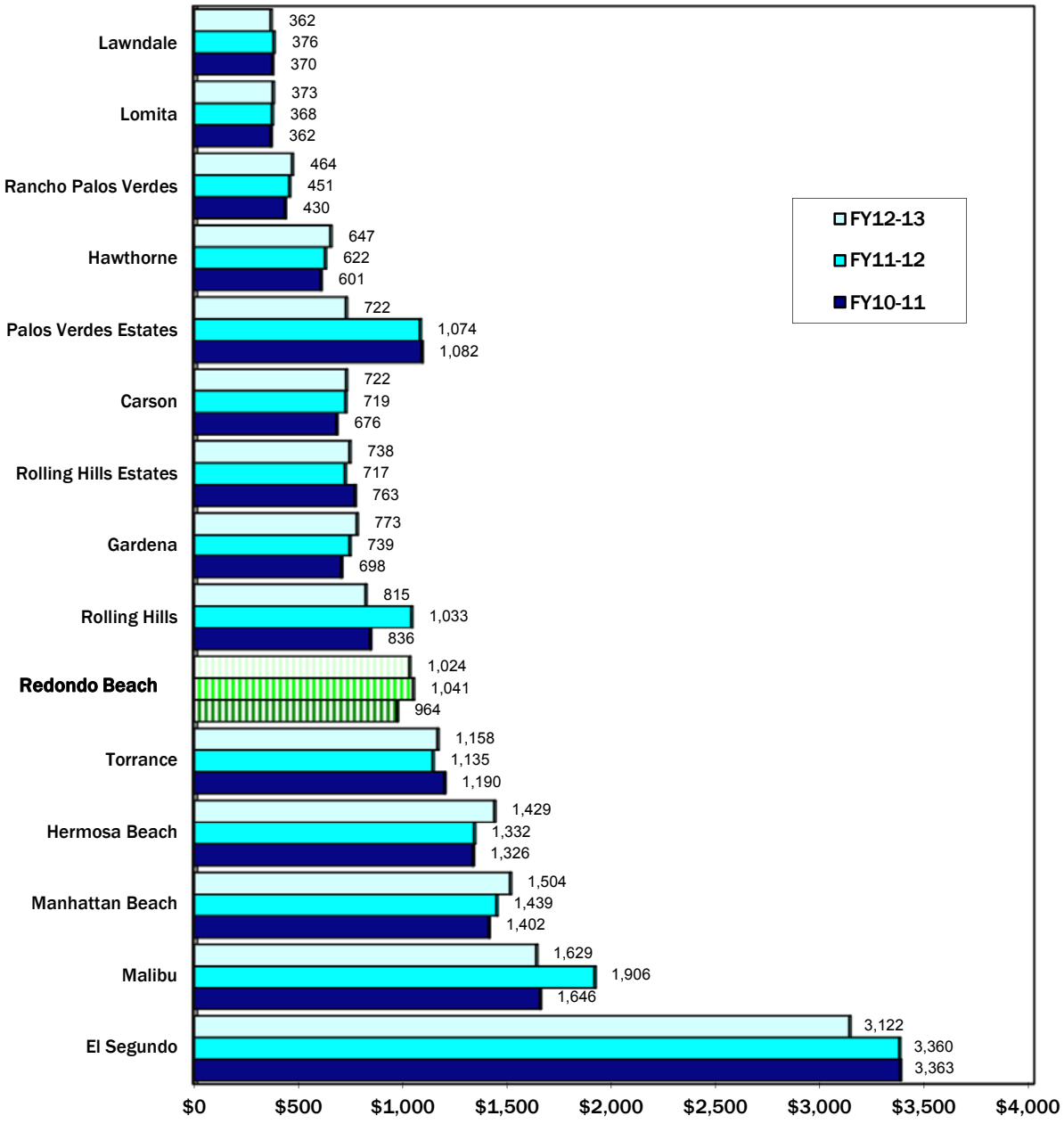
Source: http://en.wikipedia.org/wiki/Redondo_Beach

QUICK STATISTICS

Date of Incorporation	April 29, 1892
Adoption of City Charter	January 4, 1949
Form of Government	Council/Manager
Population:	
2000 Census	63,261
2010 Census	66,748
2012 California Dept. of Finance Estimate	67,007
Area	6.35 square miles
Miles of Streets	127
Miles of Sanitary Sewers	110
Number of Street Lights	1,800 city-owned
Number of Street Traffic Controllers	83
Police Protection:	1 station 1 sub-station 97 sworn employees 58 non-sworn employees
Fire Protection:	3 stations 61 sworn 2 non-sworn
Cultural and Leisure:	
Number of Parks	15 (90.76 acres)
Number of Parkettes	13 (2.3 acres)
Number of Boat Slips	1,509
Total Harbor Water Area (Exclusive of the Pier)	107 acres
Total Harbor Land Area	52.5 acres
Number of Libraries	2
Number of Community Centers	5
Number of Schools (Separate Entity)	12
Employees:	431 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 2012

General Fund Per Capita Expenditures
Fiscal Years 2010-11 to 2012-13



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 2010-11 to Fiscal Year 2012-13.

- 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 June 25, 2012)

  2% @ 55 for Miscellaneous
  3% @ 55 for Fire
  3% @ 50 for Police
- Tier 2 Retirement Plans* (for those hired after June 26, 2012)

  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 contributions vary depending on the MOU/Pay Plan for the employee group.

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Adopted 2012-13
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 To City Manager	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	1.0	1.0	-	-
Office Specialist I	-	1.0	1.0	1.0	1.0
Total	**5.0**	**5.0**	**5.0**	**4.0**	**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	-	-
Total	**3.0**	**3.0**	**3.0**	**2.0**	**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	1.0
Deputy City Attorney	1.0	1.0	1.0	2.0	2.0
Law Office Manager	1.0	1.0	1.0	1.0	1.0
Litigation Paralegal	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**	**9.0**
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
Administrative Coordinator	1.0	-	-	-	-
Switchboard Operator	1.0	-	-	-	-
Total	**5.0**	**3.0**	**3.0**	**3.0**	**3.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Adopted 2012-13
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
Printing and Graphics Supervisor	-	-	-	1.0	-
Information Systems Specialist	1.0	1.0	1.0	1.0	1.0
Computer and Telephone Specialist	1.0	-	-	-	-
Computer Support Specialist	1.0	1.0	1.0	1.0	1.0
Information Technology Technician	-	-	-	-	2.0
Computer Support Technician	2.0	2.0	2.0	2.0	-
Total	**7.0**	**6.0**	**6.0**	**7.0**	**6.0**
Human Resources					
Risk Manager	1.0	1.0	1.0	1.0	1.0
Senior Human Resources Analyst	2.0	1.0	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**	**4.0**	**4.0**	**4.0**	**4.0**
Financial Services					
Financial Services Director	1.0	1.0	1.0	1.0	1.0
Asst. Financial Services Director	-	-	-	1.0	1.0
Accounting/Licensing Manager	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	-	-	-
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	-	-
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	-	-	-	-
Total	**17.0**	**16.0**	**15.0**	**14.0**	**14.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Adopted 2012-13
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	15.0	15.0	15.0
Police Agent/Officer	81.0	73.0	73.0	73.0	73.0
Public Safety Communications Manager	-	-	1.0	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	2.0	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**	**155.0**	**155.0**	**155.0**	**155.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Adopted 2012-13
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	14.0	13.0	13.0	13.0	13.0
Fire Engineer	12.0	12.0	12.0	12.0	12.0
Firefighter/Paramedic	21.0	19.0	19.0	19.0	19.0
Fire Prevention Plan Checker	1.0	-	-	-	-
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
Administrative Specialist	1.0	2.0	1.0	1.0	1.0
Office Specialist III	1.0	-	-	-	-
Total	**68.0**	**64.0**	**63.0**	**63.0**	**63.0**
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	1.0
Librarian	4.0	2.0	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**	**14.0**	**14.0**	**14.0**	**14.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Adopted 2012-13
Recreation, Transit 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
Transit Oper and Trans Facilities Mgr	-	-	-	1.0	1.0
Housing Manager	1.0	1.0	1.0	1.0	1.0
Recreation Facilities Manager	1.0	1.0	1.0	1.0	1.0
Community Program Manager	1.0	1.0	-	-	-
Rehab. Inspector-Estimator	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	3.0	3.0	3.0
Administrative Analyst	2.0	1.0	1.0	1.0	1.0
Analyst	1.0	1.0	1.0	1.0	1.0
Handyperson Leadworker	1.0	-	-	-	-
Housing Coordinator	3.0	3.0	3.0	-	
Housing Specialist	-	-	-	2.0	2.0
Community Program Coordinator	1.0	1.0	1.0	1.0	-
Administrative Coordinator	1.0	1.0	-	-	-
Senior Administrative Specialist	1.0	1.0	1.0	1.0	1.0
Recreation Coordinator	3.0	3.0	3.0	3.0	3.0
Administrative Specialist	2.0	1.0	1.0	1.0	-
Account Clerk	-	-	-	-	1.0
Office Specialist III	2.0	2.0	2.0	2.0	2.0
Maintenance Worker I	2.0	1.0	1.0	1.0	1.0
Total	**28.0**	**24.0**	**23.0**	**23.0**	**21.0**
Planning					
Planning Director	1.0	1.0	1.0	1.0	1.0
Associate Planner	1.0	1.0	1.0	1.0	1.0
Assistant Planner	2.0	2.0	2.0	2.0	2.0
Code Enforcement Officer	2.0	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	-	-
Total	**8.0**	**8.0**	**8.0**	**7.0**	**7.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Adopted 2012-13
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	2.0	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	4.0	4.0	4.0	4.0	4.0
Temporary Associate Civil Engineer	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	-	-	-	-
Plans Examiner	1.0	1.0	1.0	1.0	1.0
Analyst	-	-	1.0	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 and Engineering Technician	3.0	3.0	3.0	3.0	3.0
Administrative Coordinator	1.0	1.0	-	-	-
Total	**24.0**	**22.0**	**23.0**	**23.0**	**23.0**
Waterfront and Economic Development					
Harbor, Business and Transit Director	1.0	1.0	1.0	1.0	1.0
Harbor Facilities Manager	2.0	2.0	1.0	1.0	1.0
Transit Manager	1.0	1.0	-	-	-
Transit Oper and Trans Facilities Mgr	-	-	1.0	-	-
Economic Development Associate	1.0	-	-	-	-
Harbor Projects Analyst	1.0	1.0	-	-	-
Analyst	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	-	-
Total	**9.0**	**8.0**	**6.0**	**3.0**	**3.0**

PERSONNEL SUMMARY BY DEPARTMENT

	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Adopted 2012-13
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	3.0	3.0	3.0	4.0
Electrician Leadworker	1.0	1.0	1.0	1.0	1.0
Electrician	2.0	2.0	2.0	2.0	2.0
Building Maintenance Leadworker	1.0	1.0	1.0	1.0	1.0
Park Maintenance Leadworker	2.0	2.0	1.0	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	5.0
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
Senior Administrative Specialist	1.0	1.0	1.0	1.0	2.0
Equipment Operator	6.0	6.0	6.0	6.0	6.0
Senior Park Caretaker	9.0	9.0	8.0	8.0	8.0
Building Maintenance Worker	8.0	8.0	8.0	8.0	8.0
Administrative Specialist	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	34.0	34.0	32.0	27.0	27.0
Recycling Ranger	1.0	1.0	1.0	1.0	1.0
Total	**105.0**	**104.0**	**100.0**	**95.0**	**96.0**
TOTAL BUDGETED POSITIONS	**481.0**	**452.0**	**444.0**	**433.0**	**431.0**

PERSONNEL SUMMARY BY DEPARTMENT

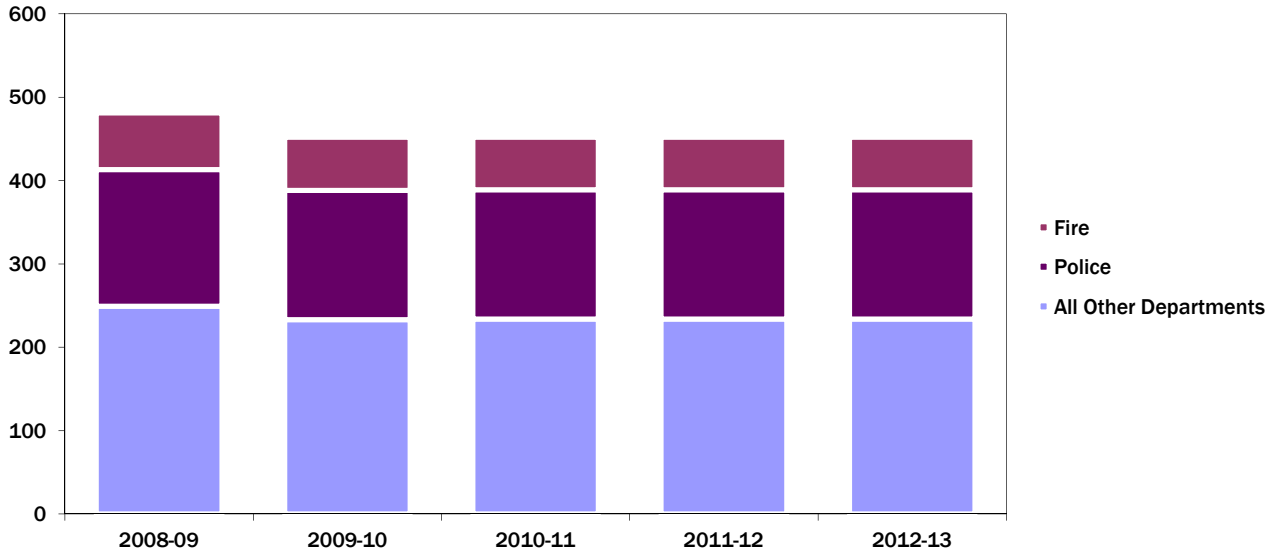
RECAP OF POSITION CHANGES DURING FY 2011-12

Add:	Deputy City Attorney - CA	1.0	**Delete:**	Printing and Graphics Supervisor - FS	1.0
	Printing and Graphics Supervisor - IT	1.0		Accounting/Licensing Manager - FS	1.0
	Asst. Financial Services Director - FS	1.0		Dir. of Rec. and Comm. Svrs. - RTCS	1.0
	Dir. of Rec. , Transit, and Comm Svrs - RTCS	1.0		Housing Coordinator - RTCS	3.0
	Housing Specialist - RTCS	2.0		Transit Oper and Trans Facilities - RTCS	1.0
	Account Clerk - RTCS	1.0		Rehab Inspector - Estimator - RTCS	1.0
	Transit Oper and Trans Facilities - RTCS	1.0		Harbor, Business and Transit Dir. - WED	1.0
	Waterfront and Economic Development Dir. - WED	1.0		Analyst - WED	1.0
				Account Clerk - WED	1.0
	Total	**9.0**		***Total***	**11.0**

RECAP OF POSITION CHANGES FOR FY 2012-13

Add:	Information Technology Technician - IT	2.0	**Delete:**	Computer Support Technician - IT	2.0
	Library Clerical Supervisor - PL	1.0		Printing and Graphics Supervisor - IT	1.0
	Senior Administrative Specialist - PW	1.0		Senior Librarian - PL	1.0
	Public Works Maintenance Supervisor - PW	1.0		Community Program Coordinator - RTCS	1.0
	Pump Station Operator - PW	1.0		Administrative Specialist - RTCS	1.0
				Administrative Specialist - PW	2.0
	Total	**6.0**		***Total***	**8.0**

STAFFING LEVELS
FISCAL YEARS 2008-09 TO 2012-13



RESOLUTION NO. CC-1206-634

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDONDO BEACH, CALIFORNIA, ADOPTING AN ANNUAL BUDGET FOR FISCAL YEAR 2012-2013

WHEREAS, the City Manager has prepared and submitted to the City Council a proposed annual budget for the fiscal year 2012-2013 which commences on July 1, 2012, and ends on June 30, 2013; 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 2012-2013, attached hereto as Exhibit A, is hereby adopted.

SECTION 2. That the expenditures of public funds in the amount of $100,234,564 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.

RESOLUTION NO. CC-1206-634
FY 12-13 ANNUAL BUDGET
PAGE 1

PASSED, APPROVED AND ADOPTED this 19th day of June 2012.

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-1206-634 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 19th day of June 2012, by the following vote:

AYES: ASPEL, BRAND, AUST, DIELS

NOES: NONE

ABSENT: KILROY

ABSTAIN: NONE

Eleanor Manzano, City Clerk

APPROVED AS TO FORM:

Michael W. Webb, City Attorney

RESOLUTION NO. CC-1206-634
FY 12-13 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, Debt Service, 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 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 $15 to $31 million, or approximately 33% of the general 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, 2012, the City's general portfolio was invested as follows:

Investments	Market Value	% of Portfolio	Yield to Maturity
Bank Certificates of Deposit	$ 997,716	1.48%	1.45%
Federal Agency Issues	15,055,780	22.34%	1.35%
Corporate Medium Term Notes	20,397,054	30.02%	3.00%
Local Agency Investment Fund	31,000,000	46.16%	0.34%
Total Investments and Averages	**$67,450,550**	**100.00%**	**1.38%**

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 former Redevelopment Agency and Public Financing Authority (PFA).

The City's fiscal agent administers all of the debt-servicing requirements. The bonds issued by the former 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 former 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 former 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, 2012:

	Outstanding July 1, 2011	Additions	Deletions	Outstanding June 30, 2012
Public Financing Authority 2008 South Bay Center Revenue Bonds ($7,645,000)	$ 6,100,000	$ --	$ 615,000	$ 5,485,000
Public Financing Authority 2001 Pier Reconstruction Revenue Bonds ($2,965,000)	1,875,000	--	1,135,000	740,000
Public Financing Authority 2004 Wastewater System Revenue Bonds ($10,335,000)	8,960,000	--	225,000	8,735,000
Total	**$ 16,935,000**	$ --	**$ 1,975,000**	**$ 14,960,000**

For Fiscal Year 2012-13, 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	$ 640,000	$ 206,600	$ 846,600
2004 PFA Wastewater System Revenue Bonds	235,000	426,963	661,963
Total	**$ 875,000**	**$ 633,563**	**$ 1,508,563**

[1] Estimated for variable rate bond issue

LEGAL DEBT MARGIN

Based on the Fiscal Year 2012-2013 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 2012-13 is established at $102,861,186, a 2.9% increase over Fiscal Year 2011-12. The City's eligible appropriations for Fiscal Year 2012-13 are approximately $54.1 million, substantially under the limit of $102.8 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 $54.1 million variance indicated. Further, any overall actual receipts from tax sources greater than $54.1 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	2011-12	2012-13	% Increase
Prior Year Appropriation Limit	95,680,396	98,454,685	2.9%
Cumulative Growth Factor	1.02899538	1.04475636	
Appropriation Limit	$98,454,685	$102,861,158	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

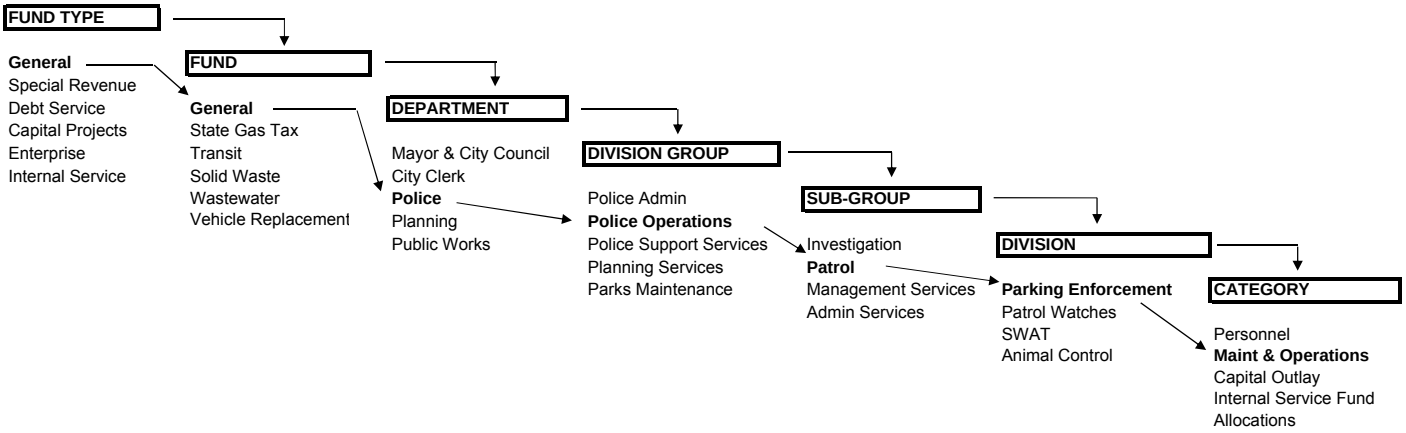
a) The City shall maintain a committed fund balance for contingencies equivalent to 8.33% of the General Fund's current fiscal year's operating expense budget.
b) City Council approval shall be required before expending any portion of the Committed fund balance in Section 12(a). Unforeseen circumstances 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.
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 18 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 68% 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) 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 & 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.

CLASSIFICATION OF FUNDS

State Gas Tax Fund

The City's share of the State gasoline tax is recorded in this fund. Monies are derived through Sections 2105, 2106, 2107, and 2107.5 of the California Streets and Highways code. Beginning with the 2010-11 fiscal year, Section 2103 was added. 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.

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 District Fund

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

Subdivision Park Trust Fund

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

Traffic Congestion Relief Fund

Monies recorded in this fund originate from AB 2928, a FY 2000-01 State budget trailer bill for the transportation finance package. The funds are to be 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 Fund to an Enterprise Fund in FY 2010-11 to more accurately classify its prime activity. Transit funding sources include the following: the 1980 voter approved Proposition A ½ cent sales tax; the 1990 voter approved Proposition C ½ cent sales tax; Federal and State transportation funds; and Beach Cities Transit fares. Transit fund monies are used to support public transportation programs and projects.

Wastewater Fund

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

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 85.6% of total General Fund revenues from external sources.

Top Ten Revenues	Budget	Percent of General Fund Revenues
Property Tax	19,200,000	30.8%
Sales Tax	10,177,000	16.3%
Utility Users' Tax	8,000,000	12.8%
Property Tax In Lieu of Vehicle License Fee	5,500,000	8.8%
Transient Occupancy Tax	3,450,000	5.5%
Franchise Fees	1,875,000	3.0%
Property Transfer Tax	1,450,000	2.3%
Recreation Users Pay	1,306,500	2.1%
Parking Citation	1,260,400	2.0%
Business License Tax	1,250,000	2.0%
Total	**53,468,900**	**85.6%**

What is the largest use of General Fund revenues?

Personnel costs totaling $45,141,700 account for 65.8% of the General Fund Expenditures. The most costly benefits are retirement (PERS) costs in the amount of $8,922,605, and health insurance in the amount of $2,826,479. The majority of the total personnel costs are for public safety with the Police Department at 44.3% and the Fire Department at 24.8%.

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 "unassigned fund balance" and cash?

The year-end unassigned 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 unassigned 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.

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

Fund	Estimated Fund Balances July 1, 2012	+	Adopted Revenues 2012-13	-	Adopted Appropriations 2012-13	+	Transfers In	-	Transfers Out	+	Estimated Fund Balances June 30, 2013
General Fund	2,016		68,530,855		68,582,738		1,181,854		957,649		174,338
State Gas Tax	904,958		1,764,371		1,422,423		-		-		1,246,906
Storm Drain Improvement	38,472		35,000		30,000		-		-		43,472
Street Landscaping and Lighting	-		1,600,500		2,558,149		957,649		-		-
Local Transportation Tax	(1,452)		90,859		80,000		-		-		9,407
Proposition A	1,224,162		985,995		-		-		1,262,243		947,914
Proposition C	(213,368)		825,749		511,640		-		-		100,741
Measure R	(117,100)		606,502		560,000		-		-		(70,598)
Air Quality Improvement	15,961		78,800		65,314		-		-		29,447
Intergovernmental Grants	-		2,004,799		2,004,799		-		-		-
Comm Develop Block Grant	94,692		266,341		273,649		-		-		87,384
Housing Authority	524,703		6,088,509		6,065,130		-		-		548,082
Parks and Recreation Facilities	8,846		15,000		-		-		-		23,846
Narcotic Forfeiture and Seizure	1,010,886		106,400		194,432		-		-		922,854
Subdivision Park Trust	133,857		150,000		164,000		-		-		119,857
Disaster Recovery	80,075		21,200		17,060		-		-		84,215
CalPERS Reserve	3,007,236		-		-		-		393,489		2,613,747
Capital Projects	2,084,617		428,150		1,980,549		-		456,175		76,043
Harbor Tidelands	9,592,302		5,293,187		6,532,472		-		82,190		8,270,827
Harbor Uplands	2,074,267		3,767,288		3,995,461		-		-		1,846,094
Solid Waste	878,801		3,568,382		3,499,763		-		-		947,420
Wastewater	4,915,981		3,416,018		7,365,476		-		-		966,523
Transit	-		2,296,253		3,717,496		1,262,243		-		(159,000)
Self-Insurance Program	(832,349)		4,086,515		4,354,180		-		-		(1,100,014)
Vehicle Replacement	4,633,140		3,011,124		2,516,733		-		-		5,127,531
Building Occupancy	(532,537)		2,289,652		2,706,836		-		-		(949,721)
Information Technology	151,487		2,379,441		3,189,631		-		-		(658,703)
Printing and Graphics	105,993		-		-		-		-		105,993
Emergency Communications	524,225		2,600,465		2,428,809		-		-		695,881
Major Facilities Repair	319,484		115,017		-		-		-		434,501
Total Before Adjustments	**30,629,355**		**116,422,372**		**124,816,740**		**3,401,746**		**3,151,746**		**22,484,987**
Less: Int Svc Fds/Overhead	-		20,381,211		20,381,211		-		-		-
Total City	**30,629,355**		**96,041,161**		**104,435,529**		**3,401,746**		**3,151,746**		**22,484,987**
Redevelopment Agency	-		-		-		-		-		-
Successor Agency	-		1,366,600		1,116,600		-		250,000		-
Community Financing Authority	-		329,337		329,337		-		-		-
Grand Total	**30,629,355**		**97,737,098**		**105,881,466**		**3,401,746**		**3,401,746**		**22,484,987**

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

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

	RESOURCES											
	Estimated Fund Balances July 1, 2012	+ Taxes	+ License & Permits	+ Fines & Forfeitures	+ Use of Money and Property	+ Intergovern-mental	+ Charges for Services	+ Other Revenues	= Total Adopted Revenues 2012-13	Available Resources	+ Transfers In
General Fund	2,016	51,601,000	1,116,620	1,685,900	1,688,563	-	5,140,319	7,298,453	68,530,855	68,532,871	1,181,854
Traffic Congestion Relief	-	-	-	-	-	-	-	-	-	-	-
State Gas Tax	904,958	1,757,871	-	-	2,500	-	-	4,000	1,764,371	2,669,329	-
Storm Drain Improvement	38,472	-	-	-	-	-	35,000	-	35,000	73,472	-
Street Landscaping and Lighting	-	-	-	-	-	-	1,600,500	-	1,600,500	1,600,500	957,649
Local Transportation Tax	(1,452)	-	-	-	-	90,859	-	-	90,859	89,407	-
Proposition A	1,224,162	-	-	-	11,100	974,895	-	-	985,995	2,210,157	-
Proposition C	(213,368)	-	-	-	17,100	808,649	-	-	825,749	612,381	-
Mearure R	(117,100)	606,502	-	-	-	-	-	-	606,502	489,402	-
Air Quality Improvement	15,961	-	-	-	800	78,000	-	-	78,800	94,761	-
Intergovernmental Grants	-	-	-	-	-	2,004,799	-	-	2,004,799	2,004,799	-
Comm Develop Block Grant	94,692	-	-	-	-	266,341	-	-	266,341	361,033	-
Housing Authority	524,703	-	-	-	-	6,088,509	-	-	6,088,509	6,613,212	-
Parks and Recreation Facilities	8,846	15,000	-	-	-	-	-	-	15,000	23,846	-
Narcotic Forfeiture and Seizure	1,010,886	-	-	103,000	3,400	-	-	-	106,400	1,117,286	-
Subdivision Park Trust	133,857	-	-	-	-	-	-	150,000	150,000	283,857	-
Disaster Recovery	80,075	-	-	-	-	-	1,200	20,000	21,200	101,275	-
CalPERS Reserve	3,007,236	-	-	-	-	-	-	-	-	3,007,236	-
Capital Projects	2,084,617	140,000	-	-	-	254,150	-	34,000	428,150	2,512,767	-
Harbor Tidelands	9,592,302	-	-	-	4,263,000	-	992,057	38,130	5,293,187	14,885,489	-
Harbor Uplands	2,074,267	-	-	-	2,009,000	-	1,757,288	1,000	3,767,288	5,841,555	-
Solid Waste	878,801	-	10,000	-	-	33,928	3,372,054	152,400	3,568,382	4,447,183	-
Wastewater	4,915,981	-	-	-	21,400	-	3,377,000	17,618	3,416,018	8,331,999	-
Transit	-	-	-	-	-	1,771,164	496,200	28,889	2,296,253	2,296,253	1,262,243
Self-Insurance Program	(832,349)	-	-	-	-	-	4,036,515	50,000	4,086,515	3,254,166	-
Vehicle Replacement	4,633,140	-	-	-	-	-	2,823,824	187,300	3,011,124	7,644,264	-
Building Occupancy	(532,537)	-	-	-	-	-	2,289,652	-	2,289,652	1,757,115	-
Information Technology	151,487	-	-	-	-	-	2,379,441	-	2,379,441	2,530,928	-
Printing and Graphics	105,993	-	-	-	-	-	-	-	-	105,993	-
Emergency Communications	524,225	-	-	-	-	-	2,148,266	452,199	2,600,465	3,124,690	-
Major Facilities Repair	319,484	-	-	-	-	-	115,017	-	115,017	434,501	-
Total Before Adjustments	**30,629,355**	**54,120,373**	**1,126,620**	**1,788,900**	**8,016,863**	**12,371,294**	**30,564,333**	**8,433,989**	**116,422,372**	**147,051,727**	**3,401,746**
Less: Int Svc Funds/Overhead	-	-	-	-	-	-	20,381,211	-	20,381,211	20,381,211	-
Total City	**30,629,355**	**54,120,373**	**1,126,620**	**1,788,900**	**8,016,863**	**12,371,294**	**10,183,122**	**8,433,989**	**96,041,161**	**126,670,516**	**3,401,746**
Redevelopment Agency	-	-	-	-	-	-	-	-	-	-	-
Successor Agency	-	1,116,600	-	-	-	250,000	-	-	1,366,600	1,366,600	-
Community Financing Authority	-	-	-	-	329,337	-	-	-	329,337	329,337	-
Grand Total	**30,629,355**	**54,120,373**	**1,126,620**	**1,788,900**	**8,016,863**	**12,371,294**	**10,183,122**	**8,433,989**	**97,737,098**	**128,366,453**	**3,401,746**

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, 2013	
45,141,700	7,271,743	16,169,295	-	-	68,582,738	957,649	174,338	General Fund
-	-	-	-	-	-	-	-	Traffic Congestion Relief
742,939	342,370	337,114	-	-	1,422,423	-	1,246,906	State Gas Tax
-	-	-	-	30,000	30,000	-	43,472	Storm Drain Improvement
978,641	1,294,140	285,368	-	-	2,558,149	-	-	Street Landscaping and Lighting
-	-	-	-	80,000	80,000	-	9,407	Local Transportation Tax
-	-	-	-	-	-	1,262,243	947,914	Proposition A
-	-	1,640	-	510,000	511,640	-	100,741	Proposition C
-	-	-	-	560,000	560,000	-	(70,598)	Measure R
17,813	43,650	3,851	-	-	65,314	-	29,447	Air Quality Improvement
92,965	48,000	-	1,049,334	814,500	2,004,799	-	-	Intergovernmental Grants
-	143,219	-	-	130,430	273,649	-	87,384	Comm Develop Block Grant
290,680	5,627,800	146,650	-	-	6,065,130	-	548,082	Housing Authority
-	-	-	-	-	-	-	23,846	Parks and Recreation Facilities
-	64,890	-	129,542	-	194,432	-	922,854	Narcotic Forfeiture and Seizure
-	-	-	-	164,000	164,000	-	119,857	Subdivision Park Trust
-	17,060	-	-	-	17,060	-	84,215	Disaster Recovery
-	-	-	-	-	-	393,489	2,613,747	CalPERS Reserve
123,549	-	-	-	1,857,000	1,980,549	456,175	76,043	Capital Projects
2,791,015	1,561,545	769,912	5,000	1,405,000	6,532,472	82,190	8,270,827	Harbor Tidelands
2,047,083	902,071	881,307	15,000	150,000	3,995,461	-	1,846,094	Harbor Uplands
739,165	2,516,856	243,742	-	-	3,499,763	-	947,420	Solid Waste
1,148,515	1,475,843	194,418	-	4,546,700	7,365,476	-	966,523	Wastewater
380,734	2,960,810	120,286	255,666	-	3,717,496	-	(159,000)	Transit
176,165	4,151,679	26,336	-	-	4,354,180	-	(1,100,014)	Self-Insurance Program
443,884	1,052,250	152,799	867,800	-	2,516,733	-	5,127,531	Vehicle Replacement
1,078,262	1,344,492	284,082	-	-	2,706,836	-	(949,721)	Building Occupancy
822,655	1,462,740	353,938	550,298	-	3,189,631	-	(658,703)	Information Technology
-	-	-	-	-	-	-	105,993	Printing and Graphics
1,882,153	136,183	410,473	-	-	2,428,809	-	695,881	Emergency Communications
-	-	-	-	-	-	-	434,501	Major Facilities Repair
58,897,918	**32,417,341**	**20,381,211**	**2,872,640**	**10,247,630**	**124,816,740**	**3,151,746**	**22,484,987**	**Total Before Adjustments**
-	-	20,381,211	-	-	20,381,211	-	-	Less: Int Svc Funds/Overhead
58,897,918	**32,417,341**	**-**	**2,872,640**	**10,247,630**	**104,435,529**	**3,151,746**	**22,484,987**	**Total City**
-	-	-	-	-	-	-	-	Redevelopment Agency
-	1,116,600	-	-	-	1,116,600	250,000	-	Successor Agency
-	313,388	15,949	-	-	329,337	-	-	Community Financing Authority
58,897,918	**32,417,341**	**-**	**2,872,640**	**10,247,630**	**105,881,466**	**3,401,746**	**22,484,987**	**Grand Total**

COMBINED BUDGET SUMMARY
FISCAL YEARS 2010-2013

	General Fund			Special Revenue Funds			Enterprise Funds		
	Actual FY 2010-11	Mid-Year FY 2011-12	Adopted FY 2012-13	Actual FY 2010-11	Mid-Year FY 2011-12	Adopted FY 2012-13	Actual FY 2010-11	Mid-Year FY 2011-12	Adopted FY 2012-13
Revenue:									
Property Tax	19,416,007	19,100,000	19,200,000	-	-	-	-	-	-
Sales Tax w/ Triple Flip	8,902,151	9,355,000	10,177,000	-	-	-	-	-	-
Other Taxes	21,483,694	22,195,000	22,223,999	2,452,528	2,502,366	2,519,373	-	-	-
Licenses and Permits	1,248,916	1,052,885	1,116,620	-	-	-	10,060	13,000	10,000
Intergovernmental Revenue	379,064	43,027	-	11,906,101	13,839,647	10,566,202	1,223,623	1,784,139	1,805,092
Charges for Services	5,333,334	5,141,900	5,140,319	1,605,394	1,605,600	1,636,700	8,950,335	9,267,298	9,994,599
Fines and Forfitures	1,785,067	1,780,900	1,685,900	281,555	60,000	103,000	-	-	-
Use of Money	1,892,908	1,729,960	1,688,563	123,424	38,800	34,900	7,009,541	6,265,430	6,293,400
Misc. Revenue	296,402	1,033,694	1,048,826	987,834	1,705,500	208,000	320,239	335,118	238,037
Overhead	6,383,731	6,249,628	6,249,628	-	-	-	-	-	-
Transfers In	620,630	1,080,580	1,181,854	5,431,330	1,028,733	957,649	83,734	1,351,154	1,262,243
Total Revenues	67,741,903	68,762,574	69,712,709	22,788,166	20,780,646	16,025,824	17,597,532	19,016,139	19,603,371
Expenditure:									
Salary and Wages	29,409,404	28,771,404	30,155,491	1,802,713	1,808,885	1,450,236	4,089,978	4,588,010	4,941,415
Personnel Benefits	13,649,917	15,789,998	14,986,209	821,242	896,888	796,351	1,851,444	2,297,448	2,165,097
Supplies	5,314,351	8,829,531	7,271,743	8,462,078	7,990,871	7,581,129	8,821,253	10,372,276	9,417,125
Internal Service	15,970,194	16,085,788	16,169,295	782,087	841,913	774,623	2,376,084	2,243,497	2,209,665
Capital Outlay	3,700	24,048	-	77,975	3,658,411	1,178,876	-	1,374,702	275,666
CIP	-	128,160	-	8,703,229	19,502,661	4,145,930	2,002,271	13,136,758	6,101,700
Transfers Out	4,205,532	1,965,148	957,649	2,339,095	2,362,132	2,111,907	79,000	80,580	82,190
Total Expenditures	68,553,098	71,594,077	69,540,387	22,988,419	37,061,761	18,039,052	19,220,030	34,093,271	25,192,858

	Other[1]			Total		
	Actual FY 2010-11	Mid-Year FY 2011-12	Adopted FY 2012-13	Actual FY 2010-11	Mid-Year FY 2011-12	Adopted FY 2012-13
Revenue:						
Property Tax	-	-	-	19,416,005	19,100,000	19,200,000
Sales Tax w/ Triple Flip	-	-	-	8,902,151	9,355,000	10,177,000
Other Taxes	-	-	-	23,936,222	24,697,366	24,743,372
Licenses and Permits	-	-	-	1,258,976	1,065,885	1,126,620
Intergovernmental Revenue	-	-	-	13,508,788	15,666,813	12,371,294
Charges for Services	14,032,382	14,085,127	13,792,715	29,921,445	30,099,925	30,564,333
Fines and Forfitures	-	-	-	2,066,622	1,840,900	1,788,900
Use of Money	-	-	-	9,025,873	8,034,190	8,016,863
Misc. Revenue	659,843	907,206	689,499	2,264,318	3,981,518	2,184,362
Overhead	-	-	-	6,383,731	6,249,628	6,249,628
Transfers In	865,716	947,393	-	7,001,410	4,407,860	3,401,746
Total Revenues	15,557,939	15,939,726	14,482,214	123,685,539	124,499,085	119,824,118
Expenditure:						
Salary and Wages	3,525,262	3,453,961	3,006,011	38,827,357	38,622,260	39,553,153
Personnel Benefits	1,554,883	1,754,800	1,397,108	17,877,486	20,739,134	19,344,765
Supplies	9,903,238	10,368,269	8,169,684	32,500,920	37,560,947	32,439,681
Internal Service	1,644,898	1,467,966	1,243,577	20,773,263	20,639,164	20,397,160
Capital Outlay	128,136	1,899,124	1,418,098	209,811	6,956,285	2,872,640
CIP	4,675	-	-	10,710,175	32,767,579	10,247,630
Transfers Out	3,131,394	-	250,000	9,755,021	4,407,860	3,401,746
Total Expenditures	19,892,486	18,944,120	15,484,478	130,654,033	161,693,229	128,256,775

[1] Other includes remaining RDA and Internal Service Funds.

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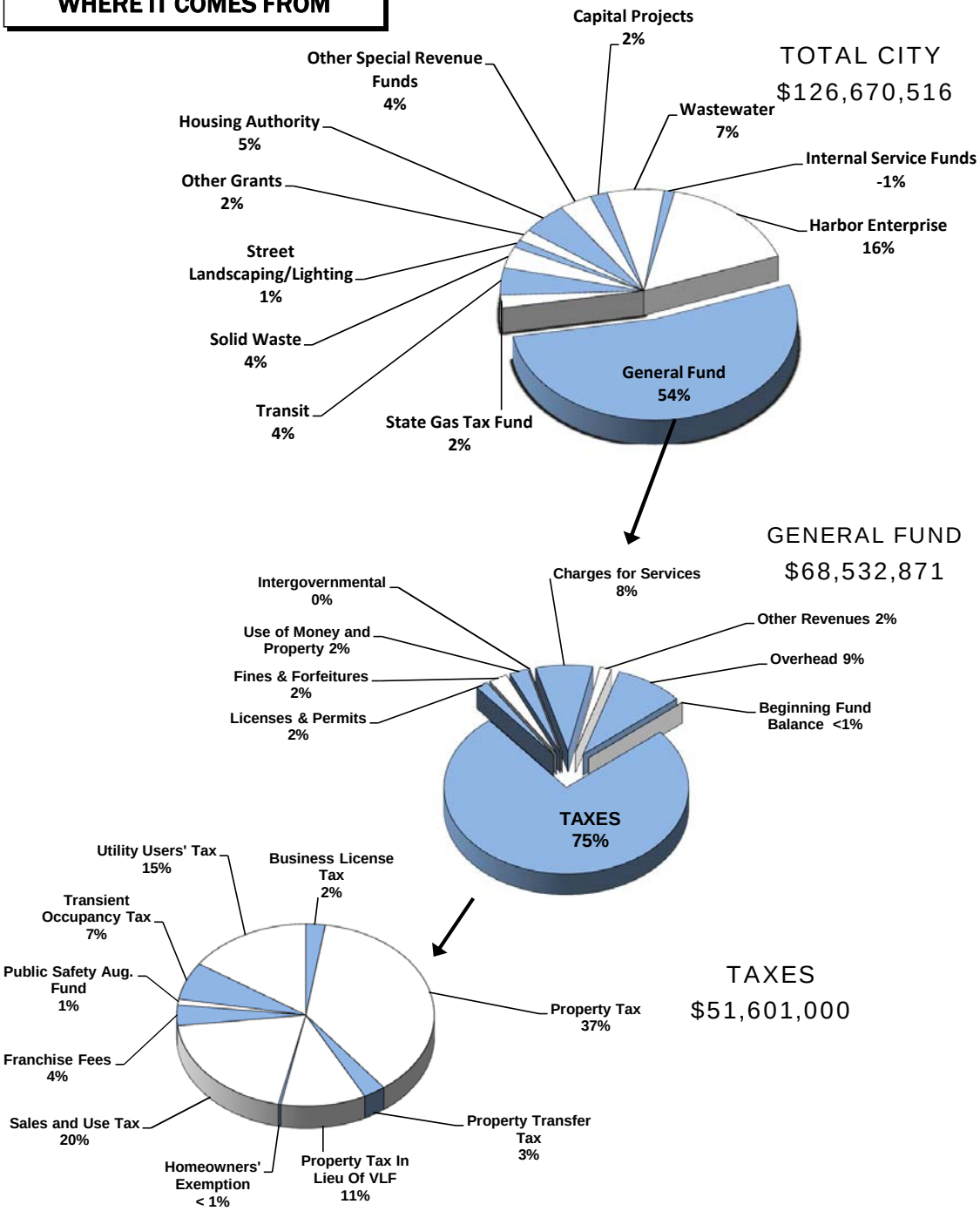
FISCAL YEAR 2012-2013

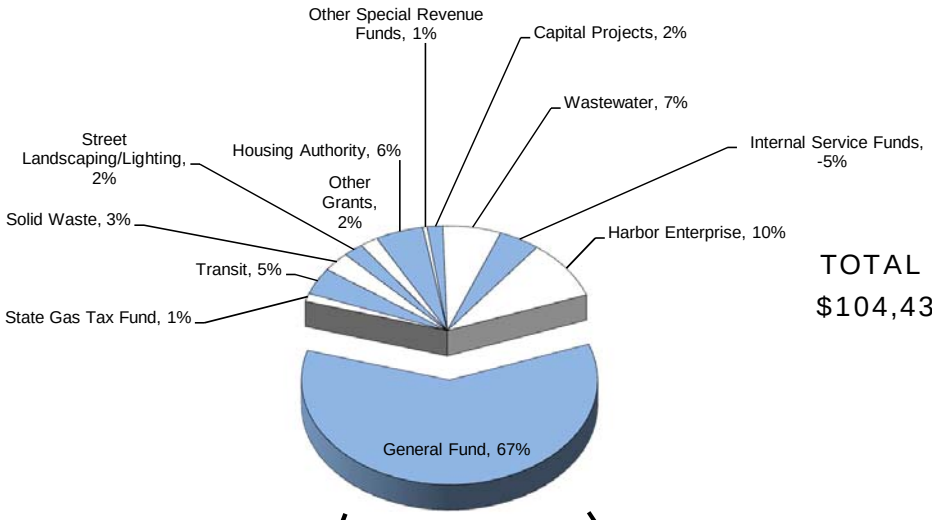
AVAILABLE RESOURCES: WHERE IT COMES FROM



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 Successor Agency, Community Financing Authority, Internal Service Funds and Transfers In.
3) Other Grants include CDBG and Intergovernmental Grants Funds.
4) Other Special Revenue Funds include Parks & Recreation Facilities, Narcotic Forfeiture & Seizure, Local Transportation Tax, Air Quality Improvement, Subdivision Park Trust, Disaster Recovery and Storm Drain Improvement Funds.
5) Transit includes Proposition A, Proposition C , Measure R and Transit Funds.
6) Harbor Enterprise includes Harbor Tidelands and Harbor Uplands Funds.

FISCAL YEAR 2012-2013

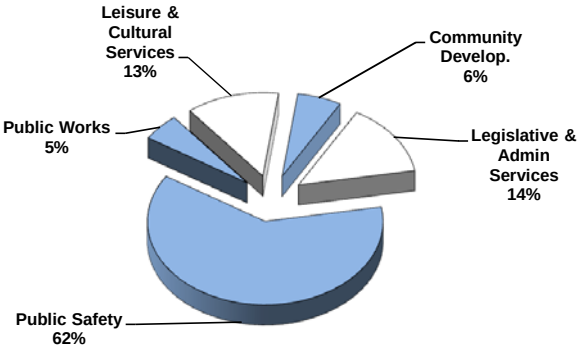
EXPENDITURES: WHERE IT GOES



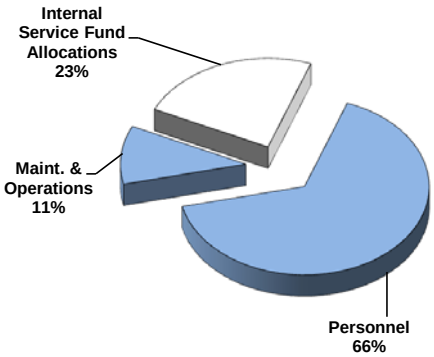
TOTAL CITY
$104,435,529

GENERAL FUND
$68,582,738

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, and Subdivision Park Trust Funds.
4) Transit includes Proposition C , Proposition A, Measure R and Transit Funds.
5) Harbor Enterprise includes harbor Tidelands and Harbor Uplands Funds.

SCHEDULE OF INTERFUND TRANSFERS
FISCAL YEAR 2012-2013

Fund	Transfer In	Transfer Out
General Fund	1,181,854	957,649
Street Landscaping and Lighting Fund	957,649	-
Proposition A Fund	-	1,262,243
CalPERS Reserve Fund	-	393,489
Capital Projects Fund	-	456,175
Harbor Tidelands Fund	-	82,190
Transit Fund	1,262,243	-
Successor Agency	-	250,000
TOTAL	$ 3,401,746	$ 3,401,746

Notes:

- Transfer from the General Fund to the Street Landscaping and Lighting Fund will provide necessary support for its FY 2012-13 operations.
- Transfer from the Propositon A Fund to the Transit Fund will provide necessary support for its FY 2012-13 operations.
- Transfer from the CalPERS Reserve Fund to the General Fund is to defray the expected FY 2012-13 CalPERS cost increase.
- Transfers from the Capital Projects Fund to the General Fund will fund the March 2013 election and intervener participation in the California Energy Commission's review of the AES Corporation's new power plant application.
- 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.
- Transfer from the Successor Agency to the General Fund reflects the reimbursement of administration costs.

HARBOR TIDELANDS FINANCIAL SUMMARY
FISCAL YEAR 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance [1]	9,592,302	Personnel	2,791,015
Rents and Percentages	4,245,000	Maintenance and Operations	1,561,545
Parking Structure Revenue	340,000	Internal Service Fund Allocations	453,686
Seaside Lagoon Entrance Fees	348,175	Overhead	316,226
Investment Earnings	128,000	Capital Improvement Projects [2]	1,405,000
Fisherman's Wharf Sanitation	137,882	Property Tax In Lieu Fee[3]	82,190
Other Revenue	94,130	Minimum Reserve [4]	2,185,733
Total Funding	14,885,489	Total Expenditures	8,795,395

Excess (Deficit) = $6,090,094

Operating Excess (Deficit) [5] = $88,525

[1]Beginning fund balance as of 7/1/12 derived from FY11-12 mid-year presentation (excluding capital assets).

[2]Reflects all capital projects scheduled for FY12-13. Projects can be referenced and are reflected in the FY12-13 to FY16-17 Five-Year CIP Plan.

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

[4]Includes Harbor Enterprise Business Plan requirements; 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 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance [1]	2,074,267	Personnel	2,047,083
Rents and Percentages	1,975,000	Maintenance and Operations	902,071
Parking Structure Revenue	1,500,000	Internal Service Fund Allocations	615,049
Parking Meter Fees	65,000	Overhead	266,258
Investment Earnings	34,000	Capital Outlay	15,000
Storage Fees	46,025	Capital Improvement Projects [2]	150,000
Fisherman's Wharf Sanitation	141,863	Minimum Reserve [3]	1,786,254
Other Charges for Services	5,400		
Total Funding	5,841,555	Total Expenditures	5,781,715

Excess (Deficit) = $59,840

Operating Excess (Deficit) [4] = ($78,173)

[1]Beginning fund balance as of 7/1/12 derived from FY11-12 mid-year presentation (excluding capital assets).

[2]Reflects all capital projects scheduled for FY12-13. Projects can be referenced and are reflected in the FY12-13 to FY16-17 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 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance	878,801	Personnel	739,165
Rubbish Fees-Residential	1,920,475	Maintenance and Operations	2,516,856
Household Haz Waste Collection	288,579	Internal Service Fund	98,424
Hazardous Disclosure	47,000	Overhead	145,318
Residential Recycling Surcharge	378,000		
AB939 Fee	194,000		
Waste Management Plan Fee	5,000		
Solid Waste Admin Fee	470,000		
Recycling Grants	33,928		
Other Solid Waste Revenue	231,400		
Total Funding	4,447,183	Total Expenditures	3,499,763

Excess (Deficit) = $947,420

Operating Excess (Deficit)[1] = $68,619

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

WASTEWATER FINANCIAL SUMMARY
FISCAL YEAR 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance	4,915,981	Personnel	1,148,515
Inspection Fees	45,000	Debt Service	663,200
Sewer User Fees	3,281,000	Other Maintenance and Operations	812,643
Wastewater Capital Facility Fee	50,000	Internal Service Fund Allocations	126,458
Investment Earnings	21,400	Overhead	67,960
City Facility Sewer Fee	17,618	Capital Improvement Projects [2]	4,546,700
Other Revenue	1,000		
Total Funding	8,331,999	Total Expenditures	7,365,476

Excess (Deficit) = $966,523

Operating Excess (Deficit)[1] = $597,242

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

[2]Reflects all capital projects scheduled for FY12-13. Projects can be referenced and are reflected in the FY12-13 to FY16-17 Five-Year CIP Plan.

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 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance	-	Personnel	380,734
Fares	286,200	Maintenance and Operations	2,960,810
Contributions from Other Governments	100,000	Internal Service Fund Allocations	54,968
Bus Passes	110,000	Overhead	65,318
TDA Article IV	556,677	Capital Improvement Projects [2]	255,666
Proposition C Funding Allocation Procedures	162,587		
Proposition A Funding Allocation Procedures	415,763		
Proposition A Subregional Incentives	52,221		
Proposition 1B Transit Security	228,277		
State Transit Assistance	129,586		
Measure R Funding Allocation Procedures	226,053		
Other Revenue	28,889		
Proposition A Local Return	1,262,243		
Total Funding	3,558,496	Total Expenditures	3,717,496

Excess (Deficit) = ($159,000)

Operating Excess (Deficit)[1] = $96,666

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

VEHICLE REPLACEMENT FINANCIAL SUMMARY
FISCAL YEAR 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance	4,633,140	Personnel	443,884
Vehicle Replacement	1,273,413	Maintenance and Operations	1,052,250
Vehicle Maintenance	1,550,411	Internal Service Fund	73,117
Sale of Fuel	157,300	Overhead	79,682
Reimbursement of Damaged Property	30,000	Capital Improvement Projects [2]	867,800
Total Funding	7,644,264	Total Expenditures	2,516,733

Excess (Deficit) = $5,127,531

Operating Excess (Deficit)[1] = $1,362,191

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

STREET LANDSCAPING AND LIGHTING FINANCIAL SUMMARY

FISCAL YEAR 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance	-	Personnel	978,641
Assessment Fee	1,534,000	Maintenance and Operations	1,294,140
Public Services Lighting Fee	30,000	Internal Service Fund Allocations	175,014
Other Revenue	36,500	Overhead	110,354
General Fund Subsidy	957,649		
Total Funding	2,558,149	Total Expenditures	2,558,149

Excess (Deficit) = $0

Operating Excess (Deficit)[1] = $0

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

COMMUNITY DEVELOPMENT BLOCK GRANT FINANCIAL SUMMARY

FISCAL YEAR 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance	94,692	Personnel	-
Grant (Administration) Revenue	53,268	Maintenance and Operations	143,219
Grant (Program) Revenue	213,073	Internal Service Fund Allocations	-
		Overhead	-
		Capital Improvement Projects	130,430
Total Funding	361,033	Total Expenditures	273,649

Excess (Deficit) = $87,384

Operating Excess (Deficit)[1] = ($7,308)

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

HOUSING AUTHORITY FINANCIAL SUMMARY
FISCAL YEAR 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance	524,703	Personnel	290,680
Grant - Administration	527,824	Maintenance and Operations	67,115
Grant - Program/HAP	5,560,685	Internal Service Fund Allocations	37,041
		Overhead	109,609
		Other Program Expenditures	5,560,685
Total Funding	6,613,212	Total Expenditures	6,065,130

Excess (Deficit) = $548,082

Operating Excess (Deficit)[1] = $23,379

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

SEASIDE LAGOON FINANCIAL SUMMARY
FISCAL YEAR 2012-2013

Funding		*Expenditures*	
Entrance Fees - Daily Admissions	298,175	Personnel - Program	202,098
Entrance Fees - Party Rentals	50,000	Personnel - Maintenance	197,322
		Maintenance and Operations	118,670
		Internal Service Fund Allocations	17,244
		Overhead	45,920
Total Funding	348,175	Total Expenditures	581,254

Excess (Deficit) = ($233,079)

Operating Excess (Deficit)[1] = ($233,079)

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

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

REDONDO BEACH PERFORMING ARTS CENTER FINANCIAL SUMMARY

FISCAL YEAR 2012-2013

Funding		*Expenditures*	
Rents & Percentages	390,443	Personnel	434,476
Other Fees	355,000	Maintenance and Operations	122,180
		Internal Service Funds	431,856
		Overhead	54,815
Total Funding	745,443	Total Expenditures	1,043,327

Excess (Deficit) = ($297,884)

Operating Excess (Deficit)[1] = ($297,884)

[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 DAY CAMP FINANCIAL SUMMARY
FISCAL YEAR 2012-2013

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 2012-2013

Funding		*Expenditures*	
Parking Revenue	$ 1,840,000	Parking Equipment and Maintenance	$ 127,733
Leasehold Rental[1]	391,000	Parking Consultant	10,000
		Other Maintenance and Operations	343,890
		Personnel (Public Works)	207,569
		Harbor Administration [2]	15,000
		Property Insurance	175,000
		Capital Improvement Projects[3]	250,000
Total Funding	$ 2,231,000	Total Expenditures	$ 1,129,192

Excess (Deficit) = $1,101,808

Operating Excess (Deficit) [4] = $1,351,808

[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 2012-2013

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 Christmans - when it falls on a Thursday).
- Four to six volunteers participating each week.

SUCCESSOR AGENCY TO THE DISSOLVED REDEVELOPMENT AGENCY

FISCAL YEAR 2012-2013

Funding		*Expenditures*	
Beginning Fund Balance	-	Bank of the West Bank Bonds	286,590
Property Tax Trust Fund	1,116,600	1996 Tax Allocation Bonds	825,175
Administrative Allowance	250,000	Harbor Debt[1]	-
		Transfer Out for Admin Costs[2]	250,000
		County Deferral Loans[3]	-
		Arbitrage Rebate Calculations	2,250
		Bond Trustee Fees	2,585
Total Funding	1,366,600	Total Expenditures	1,366,600

Excess (Deficit) = $0

Operating Excess (Deficit) [4] = $0

[1]The full amount of the debt outstanding ($7,878,526) was included on the FY11-12 Recognized Obligation Payment Schedule (ROPS), and therefore it is expected that sufficient property tax trust fund revenues will be received to extinguish the debt. However if sufficient revenue is not received, any remaining unpaid portion of the debt will be carried over into FY12-13.

[2] Administration Costs

Personnel	$	103,599
Legal Fees		56,000
Training/Meetings		2,500
Mileage Reimbursement		100
Postage		250
Office Supplies		50
Property Tax Consulting		1,981
Audit Services		7,285
Investment Custodial Services		3,500
Internal Service Fund/Overhead		74,735
	$	250,000

[3]The full amount of the debt outstanding ($14,103,786) was included on the FY11-12 ROPS, and therefore it is expected that sufficient property tax trust fund revenues will be received to extinguish the debt. However if sufficient revenue is not received, any remaining unpaid portion of the debt will be carried over into FY12-13.

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

GENERAL FUND THREE-YEAR FINANCIAL PLAN
2012-13 THROUGH 2014-15

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

	2012/13 Proposed Budget	2013/14 Forecast	2014/15 Forecast
General Fund			
Revenue			
Property Tax	$ 19,200,000	$ 19,584,000	$ 19,975,680
Sales Tax	10,177,000	10,482,310	10,796,779
Utility Users Tax	8,000,000	8,160,000	8,323,200
Property Tax in Lieu of VLF	5,500,000	5,610,000	5,722,200
Transient Occupancy Tax	3,450,000	3,553,500	3,660,105
Franchise Fees	1,875,000	1,893,750	1,912,688
Property Transfer Tax	1,450,000	1,464,500	1,479,145
Parking Citations	1,260,400	1,310,816	1,363,249
Business License Tax	1,250,000	1,250,000	1,250,000
Parking Meter Fees	1,230,989	1,267,919	1,305,958
Other	8,816,725	8,993,060	9,172,921
Total Revenue from Outside Sources	**$ 62,210,114**	**$ 63,569,855**	**$ 64,961,925**
Overhead Charges	6,249,628	6,406,170	6,418,240
Successor Agency Reimbursement	250,000	250,000	250,000
Harbor Tidelands Property Tax in Lieu	82,190	83,834	85,512
Total Revenue	**$ 68,791,932**	**$ 70,309,859**	**$ 71,715,677**
Expenditures			
Personnel	$ 45,130,349	$ 46,260,780	$ 46,347,932
Maintenance & Operations	6,860,418	6,997,626	7,137,579
Internal Service Fund Allocations	16,169,295	16,574,306	16,605,532
Capital Outlay	-	-	-
Total Expenditures	**$ 68,160,062**	**$ 69,832,712**	**$ 70,091,043**
Preliminary Excess (Deficit)	**$ 631,870**	**$ 477,147**	**$ 1,624,634**
Other Considerations:			
Subsidize Street Landscaping and Lighting District	(977,219)	(1,001,200)	(1,004,904)
Fund Recommended Decision Packages	3,373	-	-
Drawdown on CalPERS Reserve	393,489	616,315	74,643
Increase Fees	47,070	47,070	47,070
Fund Future Capital Improvement Projects	-	-	(719,922)
Budget Excess (Deficit)	**$ 98,583**	**$ 139,332**	**$ 21,521**
Change in Contingency Reserve (Excluded from Budget)	$ -	$ (139,332)	$ (21,521)
Final Excess (Deficit)	**$ 98,583**	**$ -**	**$ -**

FINANCIAL HIGHLIGHTS - GENERAL FUND

Best Case Scenario Projections

	2012/13 Proposed Budget	2013/14 Forecast	2014/15 Forecast
General Fund			
Revenue			
Property Tax	$ 19,200,000	$ 19,968,000	$ 20,766,720
Sales Tax	10,177,000	10,584,080	11,007,443
Utility Users Tax	8,000,000	8,400,000	8,820,000
Property Tax in Lieu of VLF	5,500,000	5,720,000	5,948,800
Transient Occupancy Tax	3,450,000	3,657,000	3,876,420
Franchise Fees	1,875,000	1,950,000	2,028,000
Property Transfer Tax	1,450,000	1,493,500	1,538,305
Parking Citations	1,260,400	1,361,232	1,470,131
Business License Tax	1,250,000	1,287,500	1,326,125
Parking Meter Fees	1,230,989	1,292,538	1,357,165
Other	8,816,725	9,081,227	9,353,664
Total Revenue from Outside Sources	**$ 62,210,114**	**$ 64,795,077**	**$ 67,492,773**
Overhead Charges	6,249,628	6,581,884	6,808,846
Successor Agency Reimbursement	250,000	250,000	250,000
Harbor Tidelands Property Tax in Lieu	82,190	83,834	85,511
Total Revenue	**$ 68,791,932**	**$ 71,710,795**	**$ 74,637,130**
Expenditures			
Personnel	$ 45,130,349	$ 47,529,661	$ 49,168,619
Maintenance & Operations	6,860,418	6,860,418	6,860,418
Internal Service Fund Allocations	16,169,295	17,028,920	17,616,126
Capital Outlay	-	-	-
Total Expenditures	**$ 68,160,062**	**$ 71,418,999**	**$ 73,645,163**
Preliminary Excess (Deficit)	**$ 631,870**	**$ 291,796**	**$ 991,967**
Other Considerations:			
Subsidize Street Landscaping and Lighting District	(977,219)	(1,023,943)	(1,055,860)
Fund Recommended Decision Packages	3,373	-	-
Drawdown on CalPERS Reserve	393,489	909,476	395,732
Increase Fees	47,070	94,140	94,140
Fund Future Capital Improvement Projects	-	-	(240,540)
Budget Excess (Deficit)	**$ 98,583**	**$ 271,469**	**$ 185,439**
Change in Contingency Reserve (Excluded from Budget)	$ -	$ (271,469)	$ (185,439)
Final Excess (Deficit)	**$ 98,583**	**$ -**	**$ -**

FINANCIAL HIGHLIGHTS - GENERAL FUND

Worst Case Scenario Projections

	2012/13 Proposed Budget	2013/14 Forecast	2014/15 Forecast
General Fund			
Revenue			
Property Tax	$ 19,200,000	$ 19,008,000	$ 18,817,920
Sales Tax	10,177,000	9,871,690	9,575,539
Utility Users Tax	8,000,000	7,840,000	7,683,200
Property Tax in Lieu of VLF	5,500,000	5,445,000	5,390,550
Transient Occupancy Tax	3,450,000	3,346,500	3,246,105
Franchise Fees	1,875,000	1,856,250	1,837,688
Property Transfer Tax	1,450,000	1,435,500	1,421,145
Parking Citations	1,260,400	1,260,400	1,260,400
Business License Tax	1,250,000	1,212,500	1,176,125
Parking Meter Fees	1,230,989	1,230,989	1,230,989
Other	8,816,725	8,684,474	8,554,207
Total Revenue from Outside Sources	**$ 62,210,114**	**$ 61,191,303**	**$ 60,193,868**
Overhead Charges	6,249,628	6,285,601	6,104,808
Successor Agency Reimbursement	250,000	250,000	250,000
Harbor Tidelands Property Tax in Lieu	82,190	83,834	85,511
Total Revenue	**$ 68,791,932**	**$ 67,810,738**	**$ 66,634,187**
Expenditures			
Personnel	$ 45,130,349	$ 45,390,122	$ 44,084,564
Maintenance & Operations	6,860,418	7,203,439	8,159,867
Internal Service Fund Allocations	16,169,295	16,169,295	16,169,295
Capital Outlay	-	-	-
Total Expenditures	**$ 68,160,062**	**$ 68,762,856**	**$ 68,413,726**
Preliminary Excess (Deficit)	**$ 631,870**	**$ (952,118)**	**$ (1,779,539)**
Other Considerations:			
Subsidize Street Landscaping and Lighting District	(977,219)	(985,861)	(980,855)
Fund Recommended Decision Packages	3,373	(250,000)	(250,000)
Drawdown on CalPERS Reserve	393,489	806,205	131,880
Increase Fees	47,070	-	-
Fund Future Capital Improvement Projects	-	-	-
Budget Excess (Deficit)	**$ 98,583**	**$ (1,381,774)**	**$ (2,878,514)**
Change in Contingency Reserve (Excluded from Budget)	$ -	$ 1,381,774	$ 2,878,514
Final Excess (Deficit)	**$ 98,583**	**$ -**	**$ -**

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OVERVIEW OF ESTIMATED REVENUES

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

GENERAL FUND

General Fund revenue from outside sources for FY 2012-13 is estimated at $62,281,227 representing an increase of $848,861 from the FY 2011-12 midyear amount. Significant operating revenue sources include: taxes, projected to increase $951,000, or 1.9%; ; licenses and permits anticipated to increase 6.1% primarily due to remodels and other home improvement construction; fines and forfeitures projected to decrease 5.3% due to fewer restitution payments; use of money and property revenue expected to decrease 2.4% due to lower interest rates and a recessive economy; intergovernmental revenues expected to be zero, as Federal and State governments struggle financially; charges for services estimated to remain flat; and other revenues should increase $15,131, or 1.5%, due to increases in program donations.

Revenue from overhead is derived from sources internal to the City. The FY 2012-13 amount of $6,249,628 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 2012-13 operating revenues compared to FY 2011-12 midyear amounts, unless otherwise indicated.

Property Tax revenue for FY 2012-13 is projected to increase by $100,000, or 0.5%, to $19,200,000, excluding property tax in lieu of VLF and homeowners' exemptions. This increase has its roots in a slowly recovering economy reflecting improvement in the housing market. As well, to comply with Proposition 13, the FY 2012-13 estimate includes a positive CPI adjustment. The positive FY 2011-12 CPI adjustment also favorably impacts the State's allocation 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 $85,000, to $5,500,000 in FY 2012-13. 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 $822,000, or 8.8%, to $10,177,000. 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 remain flat as increasing energy costs are offset by less usage. 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 increase by 0.6%, or $20,000, to $3,450,000. This modest upswing is driven by more personal travel as the economy improves. Rising energy costs and continuing high (though decreasing) unemployment will continue to depress the travel industry. 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 $345,000 projected for FY 2012-13, is dedicated to funding tourism promotional and service activities of the Redondo Beach Visitors' Bureau.

Franchise Fees are projected to decrease by $20,000, or 1.1%, to $1,875,000 for FY 2012-13. 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 2012-13, 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 2012-13 at $1,250,000. Construction, retail and dining establishment activities appear to be stabilizing.

Property Transfer Tax revenue for FY 2012-13 is projected at $1,450,000, a decrease of $8,000, or 1.0%. 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 2012-13. 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.

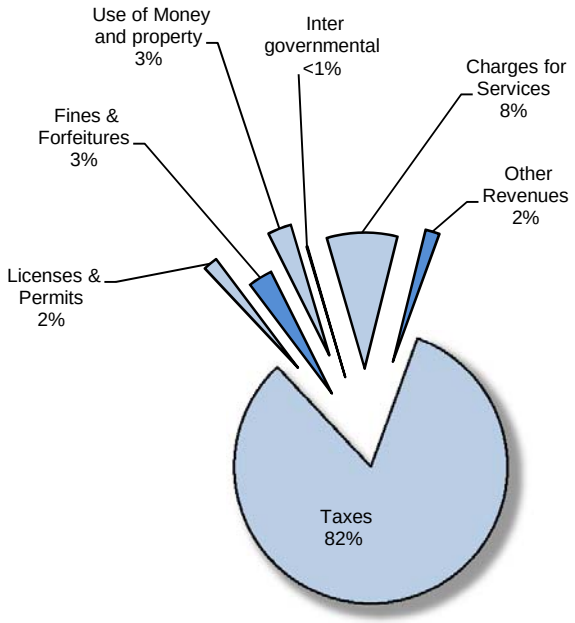
Investment Earnings for the General Fund for FY 2012-13 are projected to decrease by $70,000, or 10.4%, to $600,000. This decline is attributable to lower interest rates within the investment marketplace, a reduction in the overall size of the portfolio and the financial unfeasibility of the annual TRANs 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 2012-13 adopted General Fund operating revenues compared with the FY 2011-12 midyear budget operating revenues:

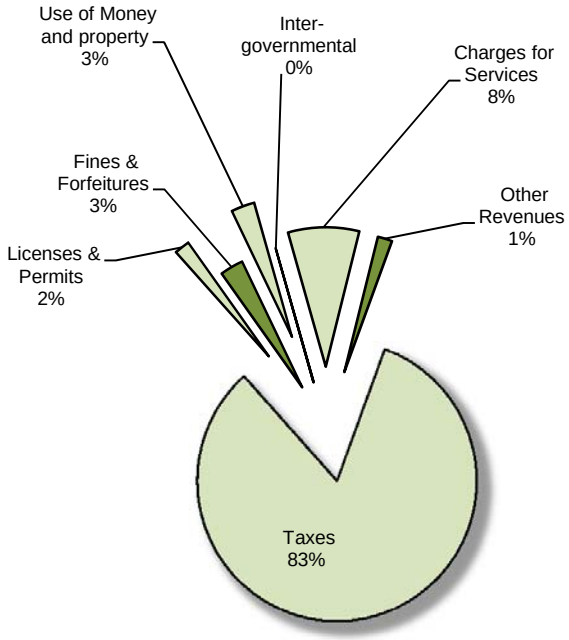
General Fund	Midyear 2011-12	Adopted 2012-13	Increase/ (Decrease)	
Taxes	50,650,000	51,601,000	951,000	1.9%
Licenses & Permits	1,052,885	1,116,620	63,735	6.1%
Fines & Forfeitures	1,780,900	1,685,900	(95,000)	(5.3%)
Use of Money and Property	1,729,960	1,688,563	(41,397)	(2.4%)
Intergovernmental	43,027	-	(43,027)	(100.0%)
Charges for Services	5,141,900	5,140,319	(1,581)	(0.0%)
Other Revenues	1,033,694	1,048,825	15,131	1.5%
Revenue From Outside Sources	61,432,366	62,281,227	848,861	1.4%
Overhead	6,249,628	6,249,628	-	0.0%
Total General Fund	67,681,994	68,530,855	848,861	1.3%

GENERAL FUND REVENUES
FROM OUTSIDE SOURCES

Midyear Revenues
FY 2011-12



Adopted Revenues
FY 2012-13



SPECIAL REVENUE FUNDS

All Special Revenue Funds are for a specific purpose and are not available for other programs. The combined projected revenue in the Special Revenue Funds is $15,068,175, decreasing from the FY 2011-12 midyear budget by $4,683,738 or 23.7%. 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 $3,293,139, or 62.2%. 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 that directly impact 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. Please note that adopted FY 2012-13 revenues are compared to FY 2011-12 midyear amounts unless otherwise indicated.

Harbor Tidelands Fund: Based on projections provided by Harbor staff, revenues for FY 2012-13 in the Harbor Tidelands Fund including parking revenue, lease revenue, investment earnings and miscellaneous revenue, are projected at $5,293,187, down $187,543, or 3.4%.

Harbor Uplands Fund: Based on projections provided by Harbor staff, revenues for FY 2012-13 in the Harbor Uplands Fund including parking revenue, lease revenue, investment earnings and miscellaneous revenue, are projected at $3,767,288, down $99,262, or 2.6%.

Solid Waste Fund: FY 2012-13 revenues for the Solid Waste Fund are expected to increase slightly, $31,155, or 0.9% to $3,568,382.

Wastewater Fund: FY 2012-13 revenues are projected to increase by $934,600 or 37.7% to $3,416,018 primarily due to rate increases, approved by Council in 2012.

Transit Fund: FY 2012-13 revenues are expected to decrease slightly by $2,807 or 0.12% to 2,296,253. Revenue for Beach City Transit reflects current information available from outside funding sources. As an example, Transit Revenue from Other Governments reflects the funding the City will receive from El Segundo, Hermosa Beach, and Manhattan Beach for Line 109. Staff has estimated a lower amount for this funding source in 2012-13 because the City will receive additional monies for Transit Operations from Metro. Additionally, in FY 2012-13, the Fixed Route Fare Revenues are conservatively projected based on actuals in FY 2011-12 and reflect the planned service changes (cancellation of Route 104) previously authorized.

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, Vehicle Replacement Funds, and Printing and and Graphics Fund, 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 2012-13 is estimated to be $4,086,515, down $333,015 or 7.5% from FY 2011-12 midyear budget.

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. This fund increased by $64,900, or 2.2%, to $3,011,124 and remains essentially flat when compared to the FY 2011-12 midyear budget.

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. On February 1, 2012 Printing and Graphics was merged with Information Technology and will be part of the allocation from that department with the FY 2012-13 update at midyear.

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 2011-12	Midyear 2011-12	Adopted 2012-13	Increase/ (Decrease)	
General Fund:					
Taxes	49,734,062	50,650,000	51,601,000	951,000	1.9%
Licenses and Permits	1,042,420	1,052,885	1,116,620	63,735	6.1%
Fines and Forfeitures	1,780,900	1,780,900	1,685,900	(95,000)	(5.3%)
Use of Money and Property	1,769,960	1,729,960	1,688,563	(41,397)	(2.4%)
Intergovernmental	220,360	43,027	-	(43,027)	(100.0%)
Charges for Services	5,177,690	5,141,900	5,140,319	(1,581)	(0.0%)
Other Revenues	1,025,629	1,033,694	1,048,825	15,131	1.5%
Overhead	6,383,731	6,249,628	6,249,628	-	0.0%
Total General Fund	67,134,752	67,681,994	68,530,855	848,861	1.3%
State Gas Tax	1,766,700	1,766,500	1,764,371	(2,129)	(0.1%)
Storm Drain Improvement	35,000	35,000	35,000	-	0.0%
Street Landscaping and Lighting	1,603,500	1,603,500	1,600,500	(3,000)	(0.2%)
Local Transportation Tax	32,815	32,815	90,859	58,044	176.9%
Proposition A	950,399	949,699	985,995	36,296	3.8%
Proposition C	797,548	796,548	825,749	29,201	3.7%
Measure R	583,166	583,166	606,502	23,336	4.0%
Air Quality Improvement	78,700	78,600	78,800	200	0.3%
Intergovernmental Grants	4,780,102	5,297,938	2,004,799	(3,293,139)	(62.2%)
Comm Develop Block Grant	369,894	377,738	266,341	(111,397)	(29.5%)
Housing Authority	6,088,509	6,088,509	6,088,509	-	0.0%
Parks and Recreation Facilities	10,000	16,000	15,000	(1,000)	(6.3%)
Narcotic Forfeiture and Seizure	104,000	63,800	106,400	42,600	66.8%
Subdivision Park Trust	75,000	150,000	150,000	-	0.0%
Disaster Recovery	62,100	22,100	21,200	(900)	(4.1%)
Capital Projects	390,000	1,890,000	428,150	(1,461,850)	(77.3%)
Harbor Tidelands	5,481,230	5,480,730	5,293,187	(187,543)	(3.4%)
Harbor Uplands	3,838,550	3,866,550	3,767,288	(99,262)	(2.6%)
Solid Waste	3,515,576	3,537,227	3,568,382	31,155	0.9%
Wastewater	2,453,795	2,481,418	3,416,018	934,600	37.7%
Transit	2,292,295	2,299,060	2,296,253	(2,807)	(0.1%)
Self-Insurance Program	3,650,849	4,419,530	4,086,515	(333,015)	(7.5%)
Vehicle Replacement	2,975,831	2,946,224	3,011,124	64,900	2.2%
Building Occupancy	2,239,558	2,289,652	2,289,652	-	0.0%
Information Technology	2,774,113	2,379,441	2,379,441	-	0.0%
Printing and Graphics	242,023	242,004	-	(242,004)	(100.0%)
Emergency Communications	2,687,303	2,600,465	2,600,465	-	0.0%
Major Facilities Repair	108,868	115,017	115,017	-	0.0%
Total Before Adjustments	117,122,176	120,091,225	116,422,372	(3,668,853)	(3.1%)
Less: Internal Svc Funds/Overhead	20,536,409	20,774,572	20,381,211	(393,361)	(1.9%)
Total City	96,585,767	99,316,653	96,041,161	(3,275,492)	(3.3%)
Redevelopment Agency	6,621,634	6,621,634	-	(6,621,634)	(100.0%)
Successor Agency	-	-	1,366,600	1,366,600	n/a
Community Financing Authority	-	-	329,337	329,337	n/a
Grand Total	103,207,401	105,938,287	97,737,098	(8,201,189)	(7.7%)

GENERAL FUND PROPERTY TAX

Description

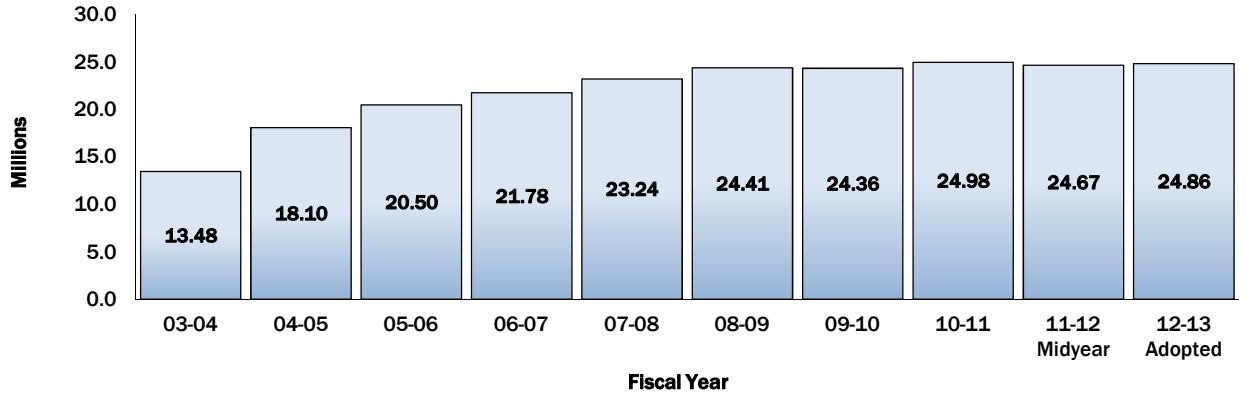
Property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (moveable property) located within the City. Property is assessed by the County Assessor except for certain public utility properties which are assessed by the State 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, even with the CPI used in Proposition 13 property value calculation negative, property tax revenue rose.

Outlook

Property tax revenue for FY 2012-13 is projected to increase by $100,000, or 0.5%, to $19,200,000, excluding property tax in lieu of VLF and homeowners' exemption. The major contributors to this rise will be an improving economy and stabilizing housing market. While homeowners' exemption is predicted flat, property tax in lieu of VLF will increase by $85,000 (1.6%) to $5,500,000 similar to 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

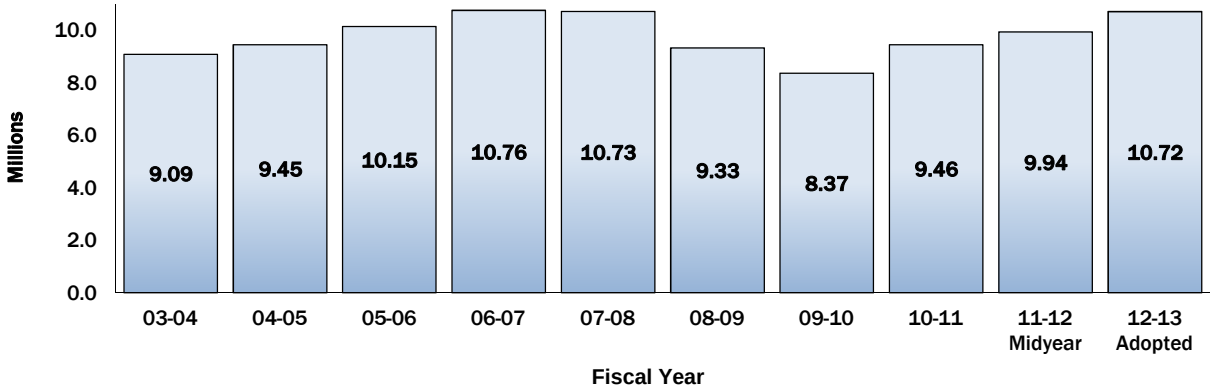
Sales and use tax is imposed upon most retail transactions. The Los Angeles County rate is currently 9.75% of the sale price of taxable goods and services sold at retail in Redondo Beach. The City receives 1.0% of the taxable sales while the remainder is allocated to the State, the County and various 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 2012-13. Sales and use tax revenue is somewhat cyclical in nature, responding to local and state economic trends. Since 2010 we have seen a steady uptick in sales tax revenue, growing approximately 13% in FY 2010-11 and approximately 5% in FY 2011-12. For FY 2012-13, we are projecting an increase of 8.8%, which reflects signs of an improving economy.

Outlook

Sales and use tax revenue exclusive of PSAF is projected to increase by $822,000, or 8.8%, from midyear 2011-12 to $10,177,000, while PSAF Revenue is expected to decrease by $48,000. The increase in sales and use tax is driven by new businesses bringing in sales to Redondo. 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; improving 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

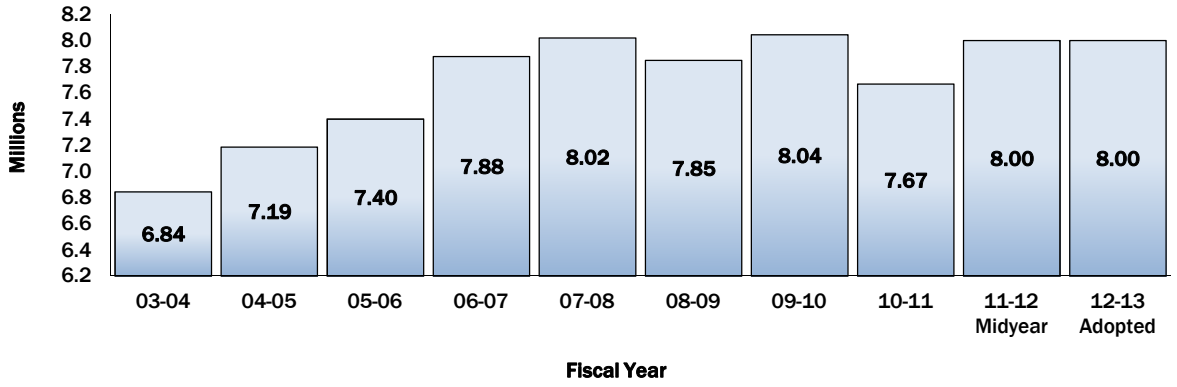
The utility users' tax (UUT) is imposed on consumers of electric, gas, cable television, water and telephone services. Since 1969, most residents and nearly all businesses in the City pay the UUT, which is imposed at 4.75%.

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

Utility users' tax (UUT) revenue for FY 2012-13 is projected to remain flat at 8,000,000. This is attributable to increases in energy costs being offset by conservation.



GENERAL FUND TRANSIENT OCCUPANCY TAX

Description

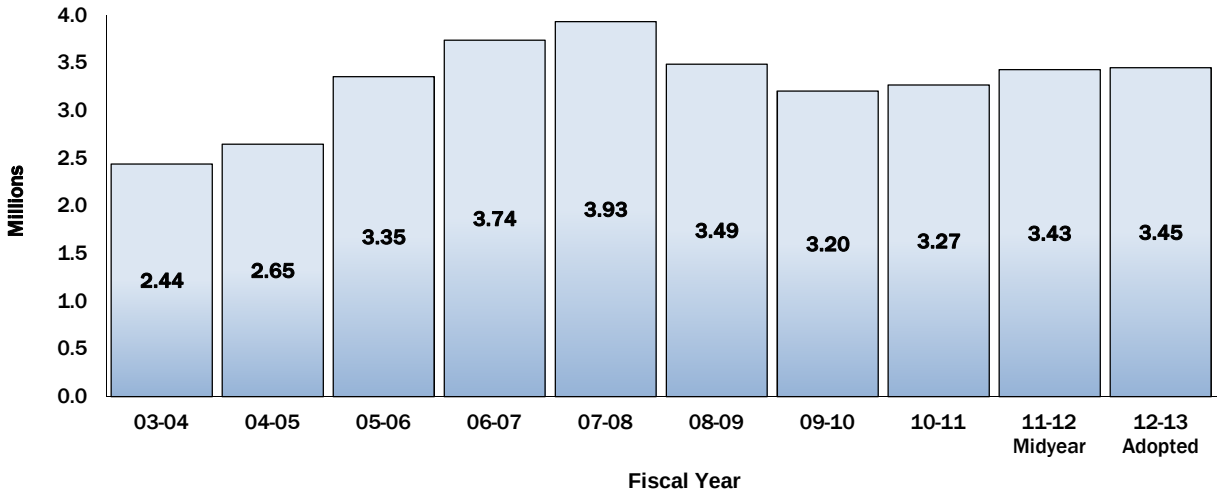
Transient occupancy tax (TOT) is imposed on occupants of hotel, motel, inn, tourist home or other lodging facilities unless such occupancy is for 30 days or longer. The tax is applied to the customer's lodging bill.

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 2012-13 TOT revenue is projected to increase by $20,000 or 0.6% from prior midyear levels to $3,450,000. This reflects the recovering economy, but the travel industry still suffers from rising energy costs, continuing high (though decreasing) unemployment, the Euro's drop in value against the dollar, and Japan's recovery from earthquake damage.



GENERAL FUND FRANCHISE FEES

Description

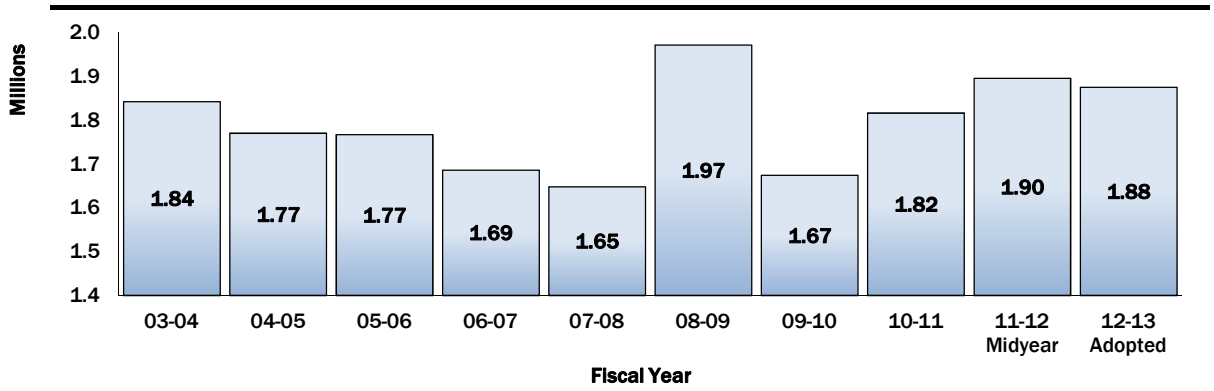
Franchise fees are imposed upon privately-owned utility companies for the privilege of using City streets or rights-of-way. The fees are based on a percentage of each utility company's gross receipts.

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 decrease by $20,000, or 1.1%, to $1,875,000 for FY 2012-13 from midyear FY 2011-12. 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 2012-13, 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

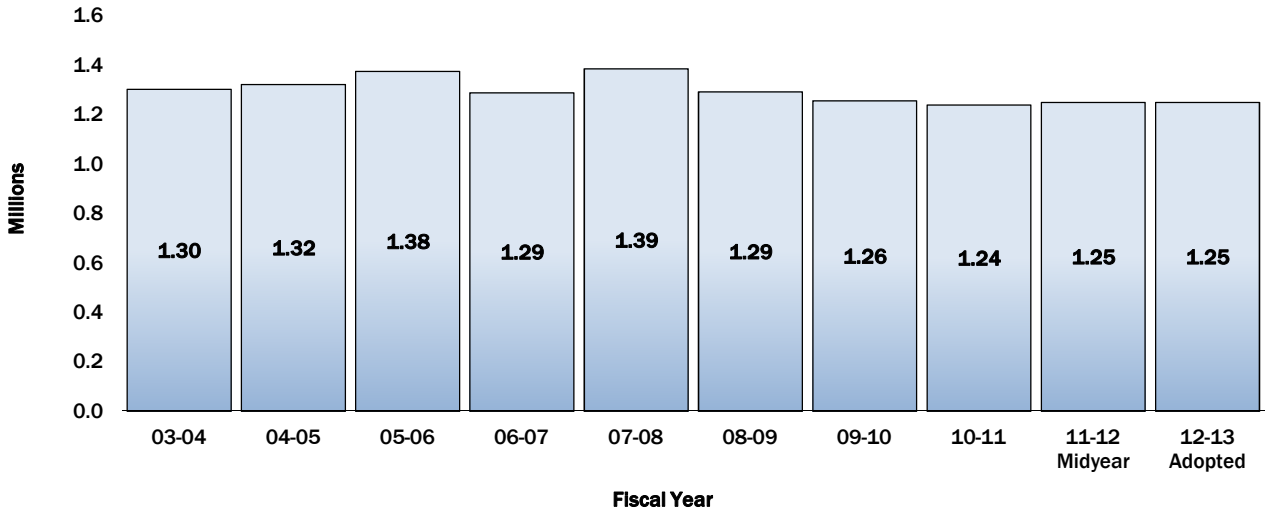
Business license tax is imposed on commercial establishments for the privilege of conducting business within the City. The majority of the tax is levied using two factors - a flat rate system and a per employee charge.

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 2012-13 revenue estimate of $1,250,000 remains flat. Construction, retail and dining establishment activities appear to be stabilizing.



GENERAL FUND PROPERTY TRANSFER TAX

Description

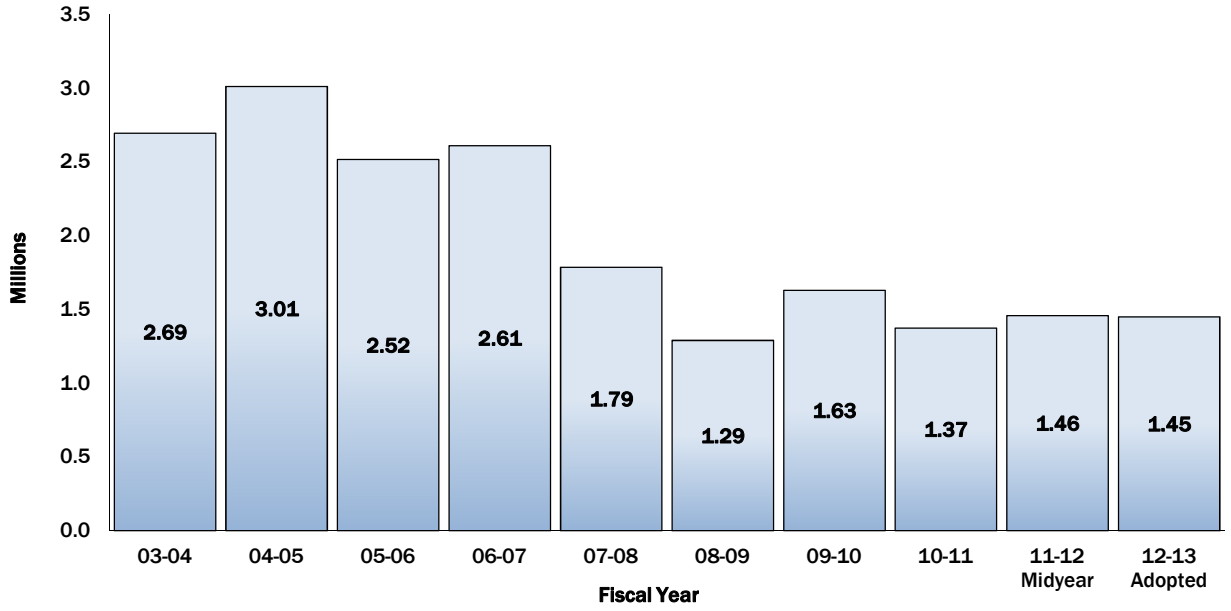
Property transfer tax is imposed on any conveyance of real property when a change in "deed" is filed with the County Registrar-Recorder.

Background

The City's tax rate is $1.10 per $500 in sale value and fluctuate with the sale of property in Redondo Beach. 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 $8,000 from midyear to $1,450,000. The poor performance of this cyclical revenue source experienced over the past year is projected to continue into FY 2012-13. 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

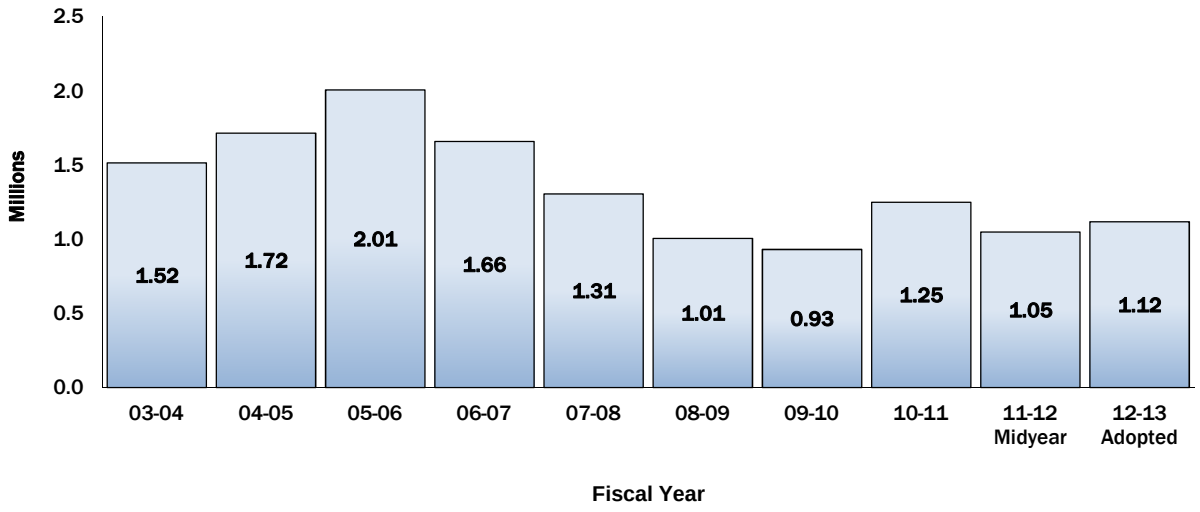
These fees are imposed for the processing of all construction activity permits, bicycle and canine permits, and preferential parking permits.

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 $63,735 or 6.1% to $1,116,620 in this revenue source in FY 2012-13. 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

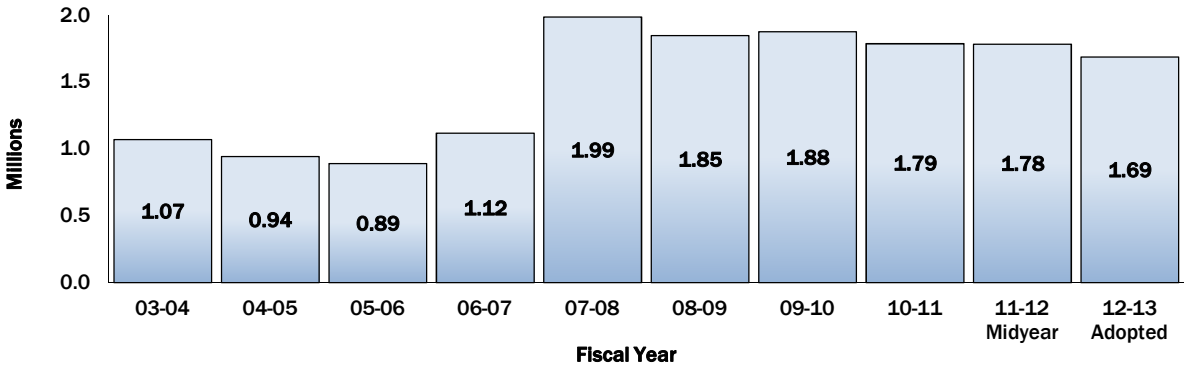
Fines are imposed on persons receiving tickets for vehicle code and/or parking violations in the City. In addition, reimbursements are required through the courts for direct billing of police services associated with arresting offenders or criminals.

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 2012-13 show fines and forfeitures revenue decreasing by $95,000 to $1,685,900. Fewer restitution payments account for the total decrease.



GENERAL FUND USE OF MONEY AND PROPERTY

Description

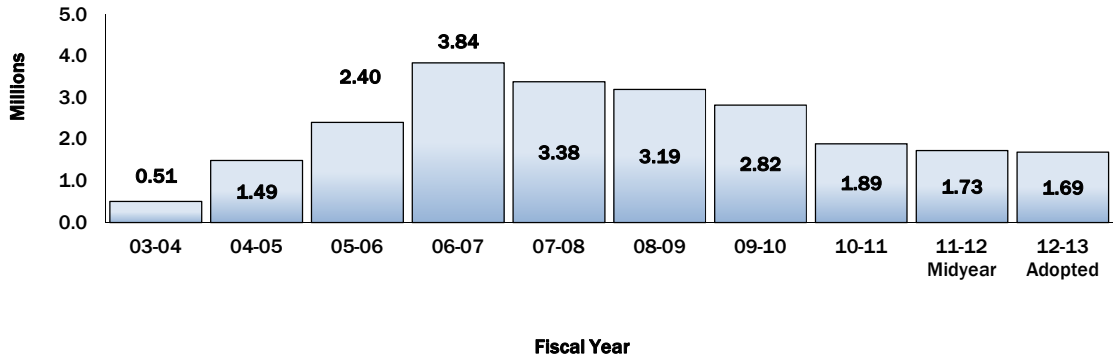
Use of money and property revenue is derived from two sources: (1) The investment and management of City surplus funds in accordance with State law, the City Charter, and the City's investment policy, and (2) The use of various City facilities, including Alta Vista tennis and racquetball courts, Aviation,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

Background

The City invests surplus funds based upon requirements of the California Government Code, City Charter, and 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 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.

Outlook

The use of money and property for the General Fund for FY 2012-13 is projected to decline by $41,397, or 2.4%, to $1,688,563. This decline is attributable to a moderate reduction in investment income and a reduction in rents and percentages of $28,603. The estimate of investment income for FY 2012-13 is $600,000, reflecting a reduction of 10.4%, or $70,000, below mid-year 2011-12. This estimate is conservatively postured based upon a reduced level of funds within the 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 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 2012-13 impacts investment income generated from three major components of the 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 maturity range.



GENERAL FUND INTERGOVERNMENTAL

Description

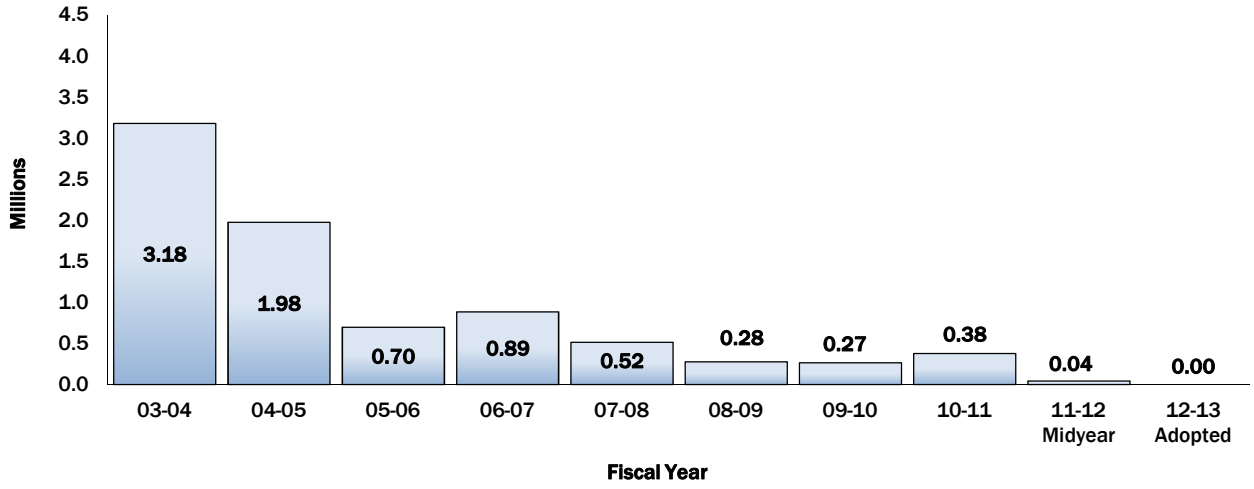
Intergovernmental revenue comes from other governmental agencies. The majority of this revenue is received from State subventions. Examples include motor vehicle (registration) in-lieu tax (MVIL), SB90 reimbursements, and the California Library Services Act.

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

Intergovernmental revenue for FY 2012-13 is estimated to be zero reflecting a decrease in revenue of $43,027 from midyear, $34,000 from motor vehicle/ in lieu and $9,027 from State library allocation. This reflects financial difficulty at the State and Federal levels restricting grant and funding.



GENERAL FUND CHARGES FOR SERVICES

Description

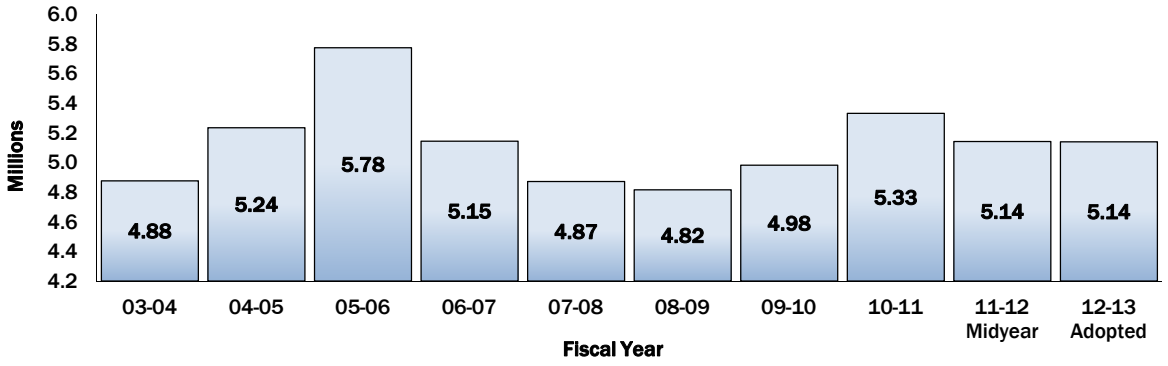
The City collects fees from users of, or participants in, City-provided services, such as plan checking, engineering services, parking meter fees, fire inspections, police booking fees, stand-by at special events, and recreational and cultural activities.

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 2012-13, forecasted revenue for charges for services will remain level with many of the revenue sources remaining relatively flat. Increases in building and engineering fees, other building fee and parking meter fees will be balanced by declines in police service fees and recreation users pay revenue.



REVENUE DETAIL
FISCAL YEARS 2008-2013

Fund	Actual 2008-09	Actual 2009-10	Actual 2010-11	Midyear 2011-12	Adopted 2012-13
GENERAL FUND:					
Taxes:					
Property Tax	19,002,928	18,899,214	19,416,007	19,100,000	19,200,000
Property Tax In Lieu Of VLF	5,246,175	5,306,121	5,403,259	5,415,000	5,500,000
Homeowners' Exemption	155,736	156,595	160,577	159,000	159,000
Sales and Use Tax	8,768,252	7,839,179	8,902,151	9,355,000	10,177,000
Public Safety Augumentation Fund	561,620	533,696	555,581	588,000	540,000
Utility Users' Tax	7,848,157	8,043,207	7,667,130	8,000,000	8,000,000
Transient Occupancy Tax	3,485,290	3,204,044	3,267,209	3,430,000	3,450,000
Franchise Fees	1,970,548	1,673,632	1,816,314	1,895,000	1,875,000
Business License Tax	1,293,056	1,256,462	1,240,024	1,250,000	1,250,000
Property Transfer Tax	1,289,860	1,630,015	1,373,600	1,458,000	1,450,000
Sub-total	**49,621,622**	**48,542,165**	**49,801,852**	**50,650,000**	**51,601,000**
Licenses and Permits:					
Construction/Excavation Permits	785,247	699,090	988,173	810,000	850,000
Street/Curb/Parking Permits	129,683	131,308	152,333	150,500	174,500
Miscellaneous Licenses/Permits	91,145	100,125	108,410	92,385	92,120
Sub-total	**1,006,075**	**930,523**	**1,248,916**	**1,052,885**	**1,116,620**
Fines and Forfeitures:					
Parking Citations	1,260,752	1,221,829	1,269,437	1,260,400	1,260,400
Vehicle Code Fines	437,768	338,883	360,483	300,000	300,000
Restitution	147,317	314,575	155,147	220,500	125,500
Sub-total	**1,845,837**	**1,875,287**	**1,785,067**	**1,780,900**	**1,685,900**
Use of Money and Property:					
Investment Earnings	1,781,175	1,542,262	654,177	670,000	600,000
Rents and Percentages	1,412,958	1,279,020	1,238,731	1,059,960	1,088,563
Sub-total	**3,194,133**	**2,821,282**	**1,892,908**	**1,729,960**	**1,688,563**
Intergovernmental:					
Motor Vehicle/In-Lieu	205,403	198,745	310,907	34,000	-
State Library Allocation	72,821	48,753	30,391	9,027	-
SB90 State Mandated Cost Reimb.	-	19,805	37,766	-	-
Sub-total	**278,224**	**267,303**	**379,064**	**43,027**	**-**

REVENUE DETAIL
FISCAL YEARS 2008-2013

Fund	Actual 2008-09	Actual 2009-10	Actual 2010-11	Midyear 2011-12	Adopted 2012-13
Charges for Services:					
Administrative Fees	49,654	25,099	57,470	49,340	39,180
Parking Meter Fees	1,049,565	1,218,095	1,262,489	1,214,700	1,230,989
Police Service Fees	609,179	513,961	518,368	465,700	417,400
Fire Service Fees	220,030	251,464	262,223	271,310	276,500
Library Book Fines And Fees	140,568	119,274	131,419	120,100	121,750
Recreation Users Pay	1,456,094	1,441,942	1,455,244	1,326,500	1,306,500
Planning Fees	131,236	185,360	155,906	150,000	157,500
Building & Engineering Fees	682,268	801,897	1,018,507	979,500	1,003,500
State Energy Fees	63,200	85,143	107,642	85,000	90,000
Other Building Fees	409,979	325,391	359,721	453,750	471,000
Public Works Fees	5,462	14,394	4,345	26,000	26,000
Sub-total	**4,817,235**	**4,982,020**	**5,333,334**	**5,141,900**	**5,140,319**
Other Revenue:					
Miscellaneous Revenue	171,558	285,568	96,307	952,540	952,525
Program Donations	121,044	170,251	200,094	81,154	96,300
Sub-total	**292,602**	**455,819**	**296,401**	**1,033,694**	**1,048,825**
REVENUE FROM OUTSIDE SOURCES	**61,055,728**	**59,874,399**	**60,737,542**	**61,432,366**	**62,281,227**
Overhead					
Overhead Charges	6,549,629	6,681,277	6,383,731	6,249,628	6,249,628
Sub-total	**6,549,629**	**6,681,277**	**6,383,731**	**6,249,628**	**6,249,628**
TOTAL GENERAL FUND	**67,605,357**	**66,555,676**	**67,121,273**	**67,681,994**	**68,530,855**

REVENUE DETAIL
FISCAL YEARS 2008-2013

Fund	Actual 2008-09	Actual 2009-10	Actual 2010-11	Midyear 2011-12	Adopted 2012-13
TRAFFIC CONGESTION RELIEF FUND:					
Use of Money and Property	18,742	32,098	5,440	-	-
Intergovernmental	512,768	612,879	-	-	-
TOTAL TRAFFIC CONGESTION RELIEF FUND	**531,510**	**644,977**	**5,440**	**-**	**-**
STATE GAS TAX FUND:					
Taxes	1,066,706	1,088,913	1,677,750	1,763,200	1,757,871
Use of Money and Property	18,997	16,993	333	2,800	2,500
Other Revenue	-	11,808	3,154	500	4,000
TOTAL STATE GAS TAX FUND	**1,085,703**	**1,117,714**	**1,681,237**	**1,766,500**	**1,764,371**
STORM DRAIN IMPROVEMENT FUND:					
Charges For Services	4,520	14,960	41,458	35,000	35,000
TOTAL STORM DRAIN IMPROVEMENT FUND	**4,520**	**14,960**	**41,458**	**35,000**	**35,000**
STREET LANDSCAPING/LIGHTING FUND:					
Use of Money and Property	108	1,761	-	-	-
Charges For Services	1,552,734	1,585,960	1,563,196	1,568,500	1,600,500
Other Revenue	-	11,000	-	35,000	-
TOTAL STREET LANDSCAPING AND LIGHTING FUND	**1,552,842**	**1,598,721**	**1,563,196**	**1,603,500**	**1,600,500**
LOCAL TRANSPORTATION TAX FUND:					
Intergovernmental	-	6,663	39,699	32,815	90,859
TOTAL LOCAL TRANSPORTATION TAX FUND	**-**	**6,663**	**39,699**	**32,815**	**90,859**
PROPOSITION A FUND:					
Use of Money and Property	56,951	47,993	30,759	12,300	11,100
Intergovernmental	898,553	858,629	914,895	937,399	974,895
TOTAL PROPOSITION A FUND	**955,504**	**906,622**	**945,654**	**949,699**	**985,995**
PROPOSITION C FUND:					
Use of Money and Property	83,940	102,849	61,390	19,000	17,100
Intergovernmental	749,854	712,270	760,171	777,548	808,649
TOTAL PROPOSITION C FUND	**833,794**	**815,119**	**821,561**	**796,548**	**825,749**
MEASURE R FUND:					
Taxes	-	428,556	564,866	583,166	606,502
Intergovernmental	-	3,891	-	-	-
TOTAL MEASURE R FUND	**-**	**432,447**	**564,866**	**583,166**	**606,502**
AIR QUALITY IMPROVEMENT FUND:					
Use of Money and Property	4,703	5,675	2,735	900	800
Intergovernmental	78,771	97,692	74,816	77,700	78,000
TOTAL AIR QUALITY IMPROVEMENT FUND	**83,474**	**103,367**	**77,551**	**78,600**	**78,800**

REVENUE DETAIL
FISCAL YEARS 2008-2013

Fund	Actual 2008-09	Actual 2009-10	Actual 2010-11	Midyear 2011-12	Adopted 2012-13
INTERGOVERNMENTAL GRANTS FUND:					
Intergovernmental	2,598,588	2,805,804	3,554,377	5,297,938	2,004,799
TOTAL INTERGOVERNMENTAL GRANTS FUND	**2,598,588**	**2,805,804**	**3,554,377**	**5,297,938**	**2,004,799**
SOUTH BAY YOUTH PROJECT FUND:					
Intergovernmental	137,096	-	-	-	-
TOTAL SOUTH BAY YOUTH PROJECT FUND	**137,096**	**-**	**-**	**-**	**-**
COM DEV BLOCK GRANT FUND:					
Intergovernmental	442,886	406,879	346,782	377,738	266,341
Other Revenue	22,800	10,640	15,660	-	-
TOTAL COM DEV BLOCK GRANT FUND	**465,686**	**417,519**	**362,442**	**377,738**	**266,341**
WORKFORCE INVESTMENT ACT FUND:					
Intergovernmental	89,935	-	-	-	-
TOTAL WORKFORCE INVESTMENT ACT FUND	**89,935**	**-**	**-**	**-**	**-**
HOUSING AUTHORITY FUND:					
Use of Money and Property	4,135	1,018	954	-	-
Other Revenue	86,509	96,940	-	-	-
Intergovernmental	5,892,230	6,192,724	6,215,361	6,088,509	6,088,509
TOTAL HOUSING AUTHORITY FUND	**5,982,874**	**6,290,682**	**6,216,315**	**6,088,509**	**6,088,509**
PARKS AND REC FACILITIES FUND:					
Taxes	11,200	11,200	12,800	16,000	15,000
TOTAL PARKS AND REC FACILITIES FUND	**11,200**	**11,200**	**12,800**	**16,000**	**15,000**
NARCOTIC FORF/SEIZURE FUND:					
Fines And Forfeitures	415,115	3,902	281,555	60,000	103,000
Use of Money and Property	32,081	39,489	21,192	3,800	3,400
TOTAL NARCOTIC FORF AND SEIZURE FUND:	**447,196**	**43,391**	**302,747**	**63,800**	**106,400**

REVENUE DETAIL
FISCAL YEARS 2008-2013

Fund	Actual 2008-09	Actual 2009-10	Actual 2010-11	Midyear 2011-12	Adopted 2012-13
SUBDIVISION PARK TRUST FUND:					
Use of Money and Property	1,051	5,423	-	-	-
Other Revenue	75,000	105,000	88,827	150,000	150,000
TOTAL SUBDIVISION PARK TRUST FUND	**76,051**	**110,423**	**88,827**	**150,000**	**150,000**
DISASTER RECOVERY FUND:					
Charges For Services	-	2,430	740	2,100	1,200
Other Revenue	261,415	146,712	61,152	20,000	20,000
TOTAL DISASTER RECOVERY FUND	**261,415**	**149,142**	**61,892**	**22,100**	**21,200**
TOTAL SPECIAL REVENUE FUNDS	**15,117,388**	**15,468,751**	**16,340,062**	**17,861,913**	**14,640,025**
PIER PARK ST REHAB FUND:					
Use of Money and Property	49	33	621	-	-
TOTAL PIER PARK ST REHAB FUND	**49**	**33**	**621**	**-**	**-**
CAPITAL PROJECTS FUND:					
Taxes	103,527	173,887	197,112	140,000	140,000
Intergovernmental	-	283,400	-	250,000	254,150
Other Revenue	61,500	1,000	819,041	1,500,000	34,000
TOTAL CAPITAL PROJECTS FUND	**165,027**	**458,287**	**1,016,153**	**1,890,000**	**428,150**
TOTAL GOVERNMENTAL FUNDS	**82,887,821**	**82,482,747**	**84,478,109**	**87,433,907**	**83,599,030**
HARBOR TIDELANDS FUND:					
Use of Money and Property	5,038,125	4,955,128	4,846,865	4,243,630	4,263,000
Intergovernmental	99,181	-	-	-	-
Charges For Services	829,740	1,072,884	904,293	1,073,100	992,057
Other Revenue	10,455	2,579	33,282	164,000	38,130
TOTAL HARBOR TIDELANDS FUND	**5,977,501**	**6,030,591**	**5,784,440**	**5,480,730**	**5,293,187**
HARBOR UPLANDS FUND:					
Use of Money and Property	2,275,520	2,298,261	2,089,392	1,998,000	2,009,000
Charges for Services	1,956,525	1,777,382	1,638,095	1,866,550	1,757,288
Other Revenue	7,714	1,342	8,075	2,000	1,000
TOTAL HARBOR UPLANDS FUND	**4,239,759**	**4,076,985**	**3,735,562**	**3,866,550**	**3,767,288**

REVENUE DETAIL
FISCAL YEARS 2008-2013

Fund	Actual 2008-09	Actual 2009-10	Actual 2010-11	Midyear 2011-12	Adopted 2012-13
SOLID WASTE FUND:					
Licenses And Permits	9,339	8,569	10,060	13,000	10,000
Intergovernmental	63,331	17,769	1,742	50,548	33,928
Charges for Services	2,992,476	3,356,843	3,444,779	3,323,679	3,372,054
Other Revenue	97,536	85,066	251,736	150,000	152,400
TOTAL SOLID WASTE FUND	**3,162,682**	**3,468,247**	**3,708,317**	**3,537,227**	**3,568,382**
WASTEWATER FUND:					
Use of Money and Property	207,922	97,669	73,284	23,800	21,400
Charges For Services	2,293,089	2,437,816	2,444,086	2,440,000	3,377,000
Other Revenue	15,000	5,356	18,795	17,618	17,618
TOTAL WASTEWATER FUND	**2,516,011**	**2,540,841**	**2,536,165**	**2,481,418**	**3,416,018**
TRANSIT FUND:					
Intergovernmental	755,236	1,850,970	1,221,881	1,733,591	1,771,164
Charges For Services	569,339	503,317	519,082	563,969	496,200
Other Revenue	17,089	1,595	8,351	1,500	28,889
TOTAL TRANSIT FUND	**1,341,664**	**2,355,882**	**1,749,314**	**2,299,060**	**2,296,253**
TOTAL ENTERPRISE FUNDS	**17,237,617**	**18,472,546**	**17,513,798**	**17,664,985**	**18,341,128**
SELF-INSURANCE PROGRAM FUND:					
Charges For Services	5,072,527	4,472,025	3,579,197	4,056,923	4,036,515
Other Revenue	5,625	204	-	362,607	50,000
TOTAL SELF-INSURANCE PROGRAM FUND	**5,078,152**	**4,472,229**	**3,579,197**	**4,419,530**	**4,086,515**
VEHICLE REPLACEMENT FUND:					
Charges For Services	2,826,302	2,879,548	2,853,431	2,853,824	2,823,824
Other Revenue	70,519	59,847	203,946	92,400	187,300
TOTAL VEHICLE REPLACEMENT FUND	**2,896,821**	**2,939,395**	**3,057,377**	**2,946,224**	**3,011,124**
BUILDING OCCUPANCY FUND:					
Charges For Services	2,683,393	3,121,591	2,239,558	2,289,652	2,289,652
TOTAL BUILDING OCCUPANCY FUND	**2,683,393**	**3,121,591**	**2,239,558**	**2,289,652**	**2,289,652**
INFORMATION TECHNOLOGY FUND:					
Charges For Services	2,564,268	2,778,082	2,774,113	2,379,441	2,379,441
Other Revenue	2,910	3,152	3,695	-	-
TOTAL INFORMATION TECHNOLOGY FUND	**2,567,178**	**2,781,234**	**2,777,808**	**2,379,441**	**2,379,441**

REVENUE DETAIL
FISCAL YEARS 2008-2013

Fund	Actual 2008-09	Actual 2009-10	Actual 2010-11	Midyear 2011-12	Adopted 2012-13
PRINTING & GRAPHICS FUND:					
Charges For Services	316,472	386,522	242,111	242,004	-
TOTAL PRINTING & GRAPHICS FUND	**316,472**	**386,522**	**242,111**	**242,004**	**-**
EMERGENCY COMMUNICATIONS FUND :					
Charges For Services	2,046,212	2,213,811	2,235,104	2,148,266	2,148,266
Other Revenue	468,091	468,090	452,199	452,199	452,199
TOTAL EMERGENCY COMMUNICATIONS FUND	**2,514,303**	**2,681,901**	**2,687,303**	**2,600,465**	**2,600,465**
MAJOR FACILITIES REPAIR FUND:					
Charges For Services	-	101,748	108,868	115,017	115,017
TOTAL MAJOR FACILITIES REPAIR FUND	**-**	101,748	108,868	**115,017**	**115,017**
TOTAL INTERNAL SERVICE FUNDS	**16,056,319**	**16,484,620**	**14,692,222**	**14,992,333**	**14,482,214**
LESS: INTERNAL CHARGES/OVERHEAD	22,176,674	22,669,106	20,514,894	20,774,572	20,381,211
TOTAL CITY	**94,005,083**	**94,770,807**	**96,169,235**	**99,316,653**	**97,737,098**
TOTAL REDEVELOPMENT AGENCY	**10,038,848**	**6,775,638**	**3,868,187**	**6,621,634**	**-**
TOTAL SUCCESSOR AGENCY	**-**	**-**	**-**	**-**	**1,366,600**
TOTAL COMMUNITY FINANCING AUTHORITY	**-**	**-**	**-**	**-**	**329,337**
GRAND TOTAL	**104,043,931**	**101,546,445**	**100,037,422**	**105,938,287**	**97,737,098**

OVERVIEW OF APPROPRIATIONS

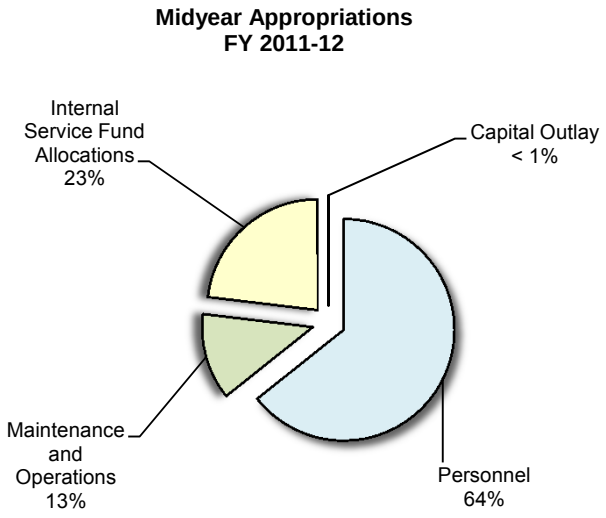
GENERAL FUND

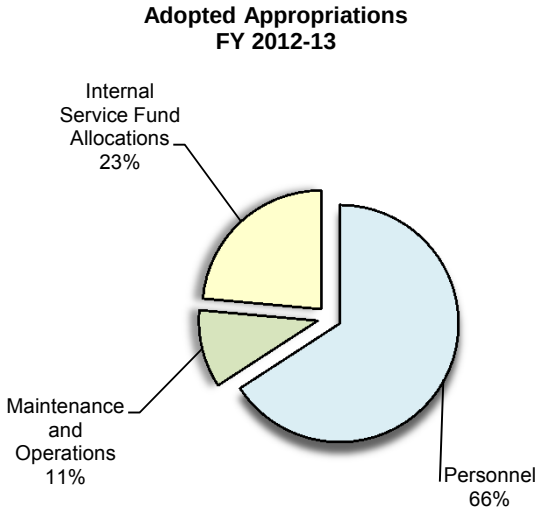
The summary that follows reflects fund appropriations to City departments for the current budget year (FY 2012-13). Although appropriations originate from all funds of the City, the significant fund is the General Fund. Before consideration of transfers-out, General Fund appropriations are $68,582,738, a decrease of 1.5%, or $1,406,191 from midyear. This is mainly due to a decrease in maintenance and operations from the midyear budget which reflects carryover appropriations.

Below is a summary of the FY 2012-13 adopted General Fund expenditures compared with the FY 2011-12 midyear budget:

Appropriation Category	Midyear 2011-12	Adopted 2012-13	Increase/ (Decrease)	
Personnel	$ 44,770,150	$ 45,141,700	$ 371,550	0.8%
Maintenance and Operations	8,766,343	7,271,743	(1,494,600)	(17.0%)
Internal Service Fund Allocations	16,085,788	16,169,295	83,507	0.5%
Capital Outlay	6,648	-	(6,648)	(100.0%)
Subtotal	*69,628,929*	*68,582,738*	*(1,046,191)*	(1.5%)
Transfers-Out	*2,779,571*	*873,500*	*(1,906,071)*	(68.6%)
Total	**72,408,500**	**69,456,238**	**(2,952,262)**	**(4.1%)**

GENERAL FUND APPROPRIATIONS





Personnel costs in the General Fund increased $371,550 or 0.8%. The FY 2012-13 adopted personnel amounts reflect:

- Continuing implementation of Fiscal Year 2011-12 Memorandums of Understanding.
- Employer contribution rate increases to the Public Employees Retirement System (PERS) from 14.080% to 14.526% for the miscellaneous group and from 38.386% to 40.391% 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 2012-13 personnel amounts are 21.526% and 49.391%. As negotiated, some bargaining group's employees are paying a portion (from 3.37% to 5.1% depending on the bargaining group) of the employer contributions.
- No medical insurance adjustments as they will not be made until FY 2012-13 midyear for rate increases effective in January 2013.
- Other Post-Employment Benefits (OPEB) contributions of 4.4% (a rate of 4.5% had been used since FY 2008-09) of applicable payroll expenditures, pursuant to the actuarial valuation completed in December 2011.

The FY 2011-12 maintenance and operations midyear budget is much higher than the FY 2012-13 because the midyear budget also reflects carryover appropriations of $1.7 million, including carryover encumbrances of about $428 thousand. These carryovers increase the FY 2011-12 amounts and will not be included in FY 2012-13 until year-end adjustments are made.

The FY 2011-12 midyear internal service fund allocations were based on the last completed fiscal year's (FY 2010-11) actual expenses and were prepared just prior to midyear. These allocations will be updated again with the midyear 2012-13 budget review (using actual expenses of FY 2011-12). With the transfer of the printing operations from the Printing and Graphics Fund to the Information Technology Fund, printing and graphics charges are not included for FY 2012-13. They will be part of the information technology charges with the midyear update..

SPECIAL REVENUE FUNDS

The combined appropriations in the FY 2012-13 Adopted Budget Special Revenue Funds are approximately $15.9 million, a decrease of approximately $18.8 million or 54.1% from midyear. This variation is attributable to capital project appropriations both in FY 2011-12 and FY 2012-13, 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 2012-13 are estimated at approximately $6.5 million, a decrease of 50.5% from midyear. The inclusion of carryover capital improvement projects in the FY 2011-12 midyear appropriations accounts for a majority of the decrease.

Harbor Uplands Fund:

Appropriations for FY 2012-13 are budgeted at approximately $4.0 million, down 40.3%, from FY 2011-12 midyear budgeted amounts. The inclusion of carryover capital improvement projects in the FY 2011-12 midyear appropriations accounts for the decrease.

Solid Waste Fund:

Appropriations for FY 2012-13 are budgeted at approximately $3.5 million, down $73,237, or 2.0%, from FY 2011-12 budgeted amounts. Prior year one-time appropriations for equipment purchases have been removed from the FY 2012-13 budgeted amounts, accounting for the decrease.

Wastewater Fund:

Appropriations for FY 2012-13 are budgeted at approximately $7.4 million, up $645,960 or 9.6% from FY 2011-12 budgeted amounts. The inclusion of various contracts and professional services in the FY 2012-13 adopted budget appropriations accounts for a majority of the increase.

Transit Fund:

Appropriations for FY 2012-13 are budgeted at approximately $3.7 million, down $100,920 or 2.6% from FY 2011-12 budgeted amounts. The inclusion of equipment purchases in the FY 2011-12 midyear appropriations accounts for a majority of the decrease.

INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City. The total FY 2012-13 appropriations for the Internal Service Funds are approximately $15.2 million. This amount decreased by approximately $2.2 million from FY 2011-12 budgeted amounts. The decreases are primarily due to the inclusion of one-time appropriations for liability claims and carryover appropriations in the FY 2011-12 midyear budgeted amounts.

TWO-YEAR COMPARISON OF APPROPRIATIONS BY FUND

Fund	Adopted 2011-12	Midyear 2011-12	Adopted 2012-13	Increase/ (Decrease)	
General Fund	67,165,356	69,628,929	68,582,738	(1,046,191)	(1.5%)
Traffic Congestion Relief	-	-	-	-	0.0%
State Gas Tax	1,401,885	1,403,596	1,422,423	18,827	1.3%
Storm Drain Improvement	30,000	265,261	30,000	(235,261)	(88.7%)
Street Landscaping and Lighting	2,559,060	2,696,179	2,558,149	(138,030)	(5.1%)
Local Transportation Tax	-	34,252	80,000	45,748	133.6%
Proposition C	700,853	4,124,330	511,640	(3,612,690)	(87.6%)
Measure R	558,000	978,261	560,000	(418,261)	(42.8%)
Air Quality Improvement	231,400	231,015	65,314	(165,701)	(71.7%)
Intergovernmental Grants	4,780,102	13,322,209	2,004,799	(11,317,410)	(85.0%)
Comm Develop Block Grant	379,266	460,842	273,649	(187,193)	(40.6%)
Housing Authority	6,128,360	6,155,299	6,065,130	(90,169)	(1.5%)
Parks and Recreation Facilities	29,000	29,000	-	(29,000)	(100.0%)
Narcotic Forfeiture and Seizure	64,890	177,003	194,432	17,429	9.8%
Subdivision Park Trust	210,000	313,316	164,000	(149,316)	(47.7%)
Disaster Recovery	17,060	17,060	17,060	-	0.0%
Capital Projects	1,543,924	4,492,006	1,980,549	(2,511,457)	(55.9%)
Harbor Tidelands	5,835,573	13,206,272	6,532,472	(6,673,800)	(50.5%)
Harbor Uplands	4,726,457	6,695,488	3,995,461	(2,700,027)	(40.3%)
Solid Waste	3,507,018	3,573,000	3,499,763	(73,237)	(2.0%)
Wastewater	2,047,063	6,719,516	7,365,476	645,960	9.6%
Transit	3,643,449	3,818,416	3,717,496	(100,920)	(2.6%)
Self-Insurance Program	4,344,850	5,602,053	4,354,180	(1,247,873)	(22.3%)
Vehicle Replacement	2,130,532	2,410,319	2,516,733	106,414	4.4%
Building Occupancy	2,806,874	2,845,738	2,706,836	(138,902)	(4.9%)
Information Technology	2,848,718	2,990,992	3,189,631	198,639	6.6%
Printing and Graphics	296,028	178,410	-	(178,410)	(100.0%)
Emergency Communications	2,468,893	3,346,485	2,428,809	(917,676)	(27.4%)
Total Before Adjustments	**120,454,611**	**155,715,247**	**124,816,740**	(30,898,507)	(19.8%)
Less: Internal Svc Funds/Overhead	20,536,409	20,774,572	20,381,211	(393,361)	(1.9%)
Total City	**99,918,202**	**134,940,675**	**104,435,529**	(30,505,146)	(22.6%)
Redevelopment Agency	7,207,572	7,207,572	-	-	(0.0%)
Successor Agency	-	-	1,116,600	1,116,600	n/a
Community Financing Authority	-	-	329,337	329,337	n/a
Grand Total	**107,125,774**	**142,148,247**	**105,881,466**	(36,266,781)	(25.5%)

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APPROPRIATIONS SUMMARY BY DEPARTMENT / BY FUND
FISCAL YEAR 2012-2013

Fund	Mayor & City Council	City Clerk	City Treasurer	City Attorney	City Manager	Information Technology	Human Resources	Financial Services	Police
General Fund	774,472	972,248	436,971	2,296,421	1,694,934	-	581,192	2,859,938	28,369,123
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	-	-	-	-	-	-	-	-	194,432
Subdivision Park Trust	-	-	-	-	-	-	-	-	-
Disaster Recovery	-	-	-	-	-	-	-	-	-
CalPERS Reserve	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-
Harbor Tidelands	6,702	-	-	43,011	32,713	-	-	-	32,000
Harbor Uplands	12,980	-	-	49,583	32,713	-	-	-	1,458,284
Solid Waste	-	-	-	-	-	-	-	-	-
Wastewater	-	-	-	-	-	-	-	-	-
Transit	-	-	-	-	-	-	-	-	-
Self-Insurance Program	-	-	-	-	-	-	4,333,180	-	-
Vehicle Replacement	-	-	-	-	-	-	-	-	-
Building Occupancy	-	-	-	-	-	-	-	-	-
Information Technology	-	-	-	-	-	3,189,631	-	-	-
Printing & Graphics	-	-	-	-	-	-	-	-	-
Emergency Communications	-	-	-	-	-	-	-	-	2,428,809
Major Facilities Repair	-	-	-	-	-	-	-	-	-
Community Financing Authority	-	-	-	-	-	-	-	-	-
Department Total	794,154	972,248	436,971	2,389,015	1,760,360	3,189,631	4,914,372	2,859,938	32,505,868

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. Community Financing Authority (CFA) expenditures also must be eliminated from the totals, as the CFA is separate from the City.

APPROPRIATIONS SUMMARY BY DEPARTMENT / BY FUND
FISCAL YEAR 2012-2013

Fire	Public Library	Rec., Transit & Comm. Svcs.	Planning	Engineering & Bldg Svcs	Waterfront & Econ. Dev.	Public Works	Capital Improv Projects	For Total City*	Total City
14,054,410	3,535,969	5,240,849	984,531	2,894,507	280,181	3,606,992	-	(6,233,679)	62,349,059
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	1,422,423	-	-	1,422,423
-	-	-	-	-	-	-	30,000	-	30,000
-	-	-	-	81,009	-	2,477,140	-	-	2,558,149
-	-	-	-	-	-	-	80,000	-	80,000
-	-	-	-	-	-	-	-	-	-
-	-	535	-	1,105	-	-	510,000	-	511,640
-	-	-	-	-	-	-	560,000	-	560,000
-	-	65,314	-	-	-	-	-	-	65,314
48,000	-	1,049,334	-	-	-	69,745	814,500	-	2,004,799
-	-	143,219	-	-	-	-	130,430	-	273,649
-	-	6,065,130	-	-	-	-	-	-	6,065,130
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	194,432
-	-	-	-	-	-	-	164,000	-	164,000
17,060	-	-	-	-	-	-	-	-	17,060
-	-	-	-	-	-	-	-	-	-
-	-	-	-	123,549	-	-	1,857,000	-	1,980,549
1,643,429	-	459,398	-	6,405	1,134,836	1,768,978	1,405,000	-	6,532,472
-	-	-	-	5,703	899,376	1,386,822	150,000	-	3,995,461
224,753	-	-	-	-	-	3,275,010	-	-	3,499,763
-	-	-	-	1,153,045	-	1,665,731	4,546,700	(17,618)	7,347,858
-	-	3,717,496	-	-	-	-	-	-	3,717,496
21,000	-	-	-	-	-	-	-	(3,921,515)	432,665
-	-	-	-	-	-	2,516,733	-	(2,823,824)	(307,091)
-	-	-	-	-	-	2,706,836	-	(2,404,669)	302,167
-	-	-	-	-	-	-	-	(2,379,441)	810,190
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	(2,600,465)	(171,656)
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	38,289	-	-	(38,289)	-
16,008,652	3,535,969	16,741,275	984,531	4,265,323	2,352,682	20,896,410	10,247,630	(20,419,500)	104,435,529

APPROPRIATIONS SUMMARY BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2012-2013

Department	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total [1]
Mayor and City Council	350,176	310,983	132,995	-	**794,154**
City Clerk	540,367	342,628	89,253	-	**972,248**
City Treasurer	353,273	47,910	35,788	-	**436,971**
City Attorney	1,635,650	537,333	216,032	-	**2,389,015**
City Manager	782,451	834,479	143,430	-	**1,760,360**
Information Technology	822,655	1,462,740	353,938	550,298	**3,189,631** [2]
Human Resources	452,560	4,355,719	106,093	-	**4,914,372** [2]
Financial Services	1,533,530	1,065,838	260,570	-	**2,859,938** [2]
Police	23,024,635	1,229,850	8,101,841	149,542	**32,505,868** [2]
Fire	12,622,581	478,891	2,907,180	-	**16,008,652**
Public Library	1,773,995	414,634	1,347,340	-	**3,535,969**
Rec., Transit and Comm. Svcs.	3,061,270	9,982,022	2,392,983	1,305,000	**16,741,275**
Planning	763,294	55,479	165,758	-	**984,531**
Engineering & Building Svcs	2,507,270	1,224,953	533,100	-	**4,265,323**
Waterfront and Econ. Develop.	446,066	1,211,064	695,552	-	**2,352,682**
Public Works	8,228,145	8,885,158	2,915,307	867,800	**20,896,410** [2]
Total Before Adjustments	**58,897,918**	**32,439,681**	**20,397,160**	**2,872,640**	**114,607,399**
Less: Internal Svc Funds/Overhead	-	-	(20,381,211)	-	**(20,381,211)** [2]
Community Financing Authority	-	(22,340)	(15,949)	-	**(38,289)**
Total Operating	**58,897,918**	**32,417,341**	**-**	**2,872,640**	**94,187,899** [2]
Capital Improvements	-	-	-	10,247,630	**10,247,630**
Total City	**58,897,918**	**32,417,341**	**-**	**13,120,270**	**104,435,529** [2]
Total Redevelopment Agency	**-**	**-**	**-**	**-**	**-**
Total Successor Agency	**-**	**1,116,600**	**-**	**-**	**1,116,600**
Total Comm. Financing Authority	**-**	**313,388**	**15,949**	**-**	**329,337**

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 2012-13

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
General Fund							
Mayor and City Council	Mayor & City Council	333,576	310,983	129,913	-	-	774,472
City Clerk Administration	City Clerk	495,867	102,923	86,659	-	-	685,449
City Clerk Elections	City Clerk	44,500	239,705	2,594	-	-	286,799
City Treasurer	City Treasurer	353,273	47,910	35,788	-	-	436,971
General Legal Administration	City Attorney	998,601	334,484	156,366	-	-	1,489,451
Prosecution	City Attorney	637,049	117,166	52,755	-	-	806,970
City Manager	City Manager	717,025	834,479	143,430	-	-	1,694,934
Employee Relations	Human Resources	276,395	225,040	79,757	-	-	581,192
Financial Services	Financial Services	1,533,530	1,065,838	260,570	-	-	2,859,938
Police Administration	Police	1,641,637	88,980	549,693	-	-	2,280,310
Patrol	Police	12,370,327	378,407	4,617,944	-	-	17,366,678
Investigations	Police	3,254,030	172,240	1,092,649	-	-	4,518,919
Management Services	Police	1,325,305	116,260	422,288	-	-	1,863,853
Administrative Services	Police	1,414,176	263,580	661,607	-	-	2,339,363
Fire Administration	Fire	503,778	45,280	262,396	-	-	811,454
Fire Prevention	Fire	621,491	13,781	238,153	-	-	873,425
Fire Operations	Fire	9,716,479	201,790	1,733,168	-	-	11,651,437
Fire Special Services	Fire	368,349	25,210	324,535	-	-	718,094
Public Library	Public Library	1,773,995	414,634	1,347,340	-	-	3,535,969
Rec., Transit and Comm Svcs. Administration	Rec., Transit and Comm. Svcs.	331,704	83,634	61,489	-	-	476,827
Recreation Services	Rec., Transit and Comm. Svcs.	1,028,253	737,271	1,091,384	-	-	2,856,908
Cultural and Performing Arts	Rec., Transit and Comm. Svcs.	586,261	167,178	605,579	-	-	1,359,018
Senior and Family Services	Rec., Transit and Comm. Svcs.	184,774	66,520	193,145	-	-	444,439
Transit	Rec., Transit and Comm. Svcs.	2,953	8,270	2,931	-	-	14,154
Community Dev Block Grant	Rec., Transit and Comm. Svcs.	-	-	89,503	-	-	89,503
Planning Services	Planning	666,234	48,903	138,541	-	-	853,678
Code Enforcement	Planning	97,060	6,576	27,217	-	-	130,853
Engineering Services	Eng. & Building Svcs	819,720	317,589	270,080	-	-	1,407,389
Building Services	Eng. & Building Svcs	1,104,435	140,591	242,092	-	-	1,487,118
Economic Development	Waterfront and Econ. Develop.	4,387	151,191	124,603	-	-	280,181
Public Works Administration	Public Works	285,156	19,630	127,853	-	-	432,639
Sewer/Storm Drain Maintenance	Public Works	88,388	49,800	42,426	-	-	180,614
Street Maintenance	Public Works	494,220	27,652	506,318	-	-	1,028,190
Parks Maintenance	Public Works	1,068,772	448,248	448,529	-	-	1,965,549
Total General Fund		45,141,700	7,271,743	16,169,295	-	-	68,582,738

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE

FISCAL YEAR 2012-13

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
State Gas Tax Fund							
Street Maintenance	Public Works	742,939	342,370	337,114	-	-	1,422,423
Total State Gas Tax Fund		742,939	342,370	337,114	-	-	1,422,423
Storm Drain Improvement Fund							
Wet Weather Bacterial TMDL Implementation	Capital Improvements	-	-	-	-	30,000	30,000
Total Storm Drain Improvement Fund		-	-	-	-	30,000	30,000
St Landscaping & Lighting Fund							
Engineering Services	Eng. & Building Svcs	47,153	30,000	3,856	-	-	81,009
Public Works Administration	Public Works	40,060	-	5,437	-	-	45,497
Street Maintenance	Public Works	319,820	926,909	98,195	-	-	1,344,924
Parks Maintenance	Public Works	571,608	337,231	177,880	-	-	1,086,719
Total St Landscaping & Lighting Fund		978,641	1,294,140	285,368	-	-	2,558,149
Local Transportation Tax Fund							
Citywide Curb Ramp Improvements		-	-	-	-	80,000	80,000
Total Local Transportation Tax Fund		-	-	-	-	80,000	80,000
Proposition C Fund							
Engineering Services	Eng. & Building Svcs	-	-	1,105	-	-	1,105
Transit	Rec., Transit and Comm. Svcs.	-	-	535	-	-	535
Beryl/190Th Signal Study	Capital Improvements	-	-	-	-	50,000	50,000
Beryl St Improvement - Flagler To 190Th	Capital Improvements	-	-	-	-	100,000	100,000
Kingsdale Resurfacing-182nd Grant	Capital Improvements	-	-	-	-	360,000	360,000
Total Proposition C Fund		-	-	1,640	-	510,000	511,640
Measure R Fund							
Residential Street Rehab	Capital Improvements	-	-	-	-	500,000	500,000
Bicycle Transp Plan Implementation	Capital Improvements	-	-	-	-	60,000	60,000
Total Measure R Fund		-	-	-	-	560,000	560,000

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE

FISCAL YEAR 2012-13

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Air Quality Improvement Fund							
Transit	Rec., Transit and Comm Svcs.	17,813	43,650	3,851	-	-	65,314
Total Air Quality Improvement Fund		17,813	43,650	3,851	-	-	65,314
Intergovernmental Grants Fund							
Patrol	Police	23,220	-	-	-	-	23,220
Fire Operations	Fire	-	48,000	-	-	-	48,000
Transit	Rec., Transit and Comm. Svcs.	-	-	-	1,049,334	-	1,049,334
Parks Maintenance	Public Works	69,745	-	-	-	-	69,745
Palos Verdes Blvd/PCH WB Turn lane	Capital Improvements	-	-	-	-	288,000	288,000
PCH/Torrance NB Right Turn Lane	Capital Improvements	-	-	-	-	526,500	526,500
Total Intergovernmental Grants Fund		92,965	48,000	-	1,049,334	814,500	2,004,799
Community Development Block Grant (CDBG) Fund							
Comm Dev Block Grant	Rec., Transit and Comm. Svcs.	-	143,219	-	-	-	143,219
Citywide Curb Ramp Improvements	Capital Improvements	-	-	-	-	130,430	130,430
Total Comm Dev Block Grant (CDBG) Fund		-	143,219	-	-	130,430	273,649
Housing Authority Fund							
Housing Authority	Rec., Transit and Comm. Svcs.	290,680	5,627,800	146,650	-	-	6,065,130
Total Housing Authority Fund		290,680	5,627,800	146,650	-	-	6,065,130
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	-	129,542	-	140,002
Total Narcotic Forfeiture & Seizure Fund		-	64,890	-	129,542	-	194,432

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2012-13

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Subdivision Park Trust Fund							
Aviation Gym Exterior Doors Replacement	Capital Improvements	-	-	-	-	37,000	37,000
RB Historical Museum Roof Replacement	Capital Improvements	-	-	-	-	70,000	70,000
Veterans Park Commiission Center Carpet/Tile	Capital Improvements	-	-	-	-	42,000	42,000
Wilderness Park Furnishings	Capital Improvements	-	-	-	-	15,000	15,000
Total Subdivision Park Trust Fund		-	-	-	-	164,000	164,000
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	123,549	-	-	-	-	123,549
Comprehensive City Identity Program	Capital Improvements	-	-	-	-	100,000	100,000
Path of History	Capital Improvements	-	-	-	-	4,000	4,000
New Police Facility	Capital Improvements	-	-	-	-	400,000	400,000
Rec., Transit and Comm. Srvcs. Relocation	Capital Improvements	-	-	-	-	33,000	33,000
RBTV Broadcast Facility Upgrades	Capital Improvements	-	-	-	-	580,000	580,000
Civic Center Basement Water Diversion	Capital Improvements	-	-	-	-	60,000	60,000
Veterans Park Memorial	Capital Improvements	-	-	-	-	30,000	30,000
Annual Roadway Maintenance	Capital Improvements	-	-	-	-	250,000	250,000
Carnelian/PCH Streetscape Improvements	Capital Improvements	-	-	-	-	100,000	100,000
Wet Weather Bacterial TMDL Implementation	Capital Improvements	-	-	-	-	100,000	100,000
Storm Water Permit/Reg Implementation	Capital Improvements	-	-	-	-	200,000	200,000
Total Capital Projects Fund		123,549	-	-	-	1,857,000	1,980,549
Harbor Tidelands Fund							
Mayor & City Council	Mayor & City Council	5,100	-	1,602	-	-	6,702
General Legal Administration	City Attorney	-	39,495	3,516	-	-	43,011
City Manager	City Manager	32,713	-	-	-	-	32,713
Patrol	Police	27,000	-	-	5,000	-	32,000
Fire Operations	Fire	1,266,523	92,910	283,996	-	-	1,643,429
Recreation Services	Rec., Transit and Comm. Svcs.	238,098	143,670	77,630	-	-	459,398
Engineering Services	Eng & Building Svcs	4,700	-	1,705	-	-	6,405
Waterfront	Waterfront and Econ. Develop.	220,836	703,680	210,320	-	-	1,134,836
Harbor/Pier Maintenance	Public Works	996,045	581,790	191,143	-	-	1,768,978
Comprehensive City Identity Program	Capital Improvements	-	-	-	-	100,000	100,000
Seaside Lagoon Rehab	Capital Improvements	-	-	-	-	300,000	300,000
Pier Storm Drain Improvements	Capital Improvements	-	-	-	-	250,000	250,000
Pier Parking Structures Repairs	Capital Improvements	-	-	-	-	100,000	100,000
Mole B Development	Capital Improvements	-	-	-	-	300,000	300,000

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2012-13

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Pier Parking Fire Main Repairs	Capital Improvements	-	-	-	-	50,000	50,000
Breakwater Rock Removal	Capital Improvements	-	-	-	-	200,000	200,000
Harbor Dredging	Capital Improvements	-	-	-	-	100,000	100,000
Mole B Development	Capital Improvements	-	-	-	-	5,000	5,000
Total Harbor Tidelands Fund		2,791,015	1,561,545	769,912	5,000	1,405,000	6,532,472
Harbor Uplands Fund							
Mayor & City Council	Mayor & City Council	11,500	-	1,480	-	-	12,980
General Legal Administration	City Attorney	-	46,188	3,395	-	-	49,583
City Manager	City Manager	32,713	-	-	-	-	32,713
Patrol	Police	801,130	9,310	280,196	15,000	-	1,105,636
Investigations	Police	197,643	-	47,485	-	-	245,128
Administrative Services	Police	88,014	-	19,506	-	-	107,520
Engineering Services	Eng & Building Svcs	4,700	-	1,003	-	-	5,703
Waterfront	Waterfront and Econ. Develop.	220,843	333,853	344,680	-	-	899,376
Harbor/Pier Maintenance	Public Works	690,540	512,720	183,562	-	-	1,386,822
Pier Parking Structures Repairs	Capital Improvements	-	-	-	-	100,000	100,000
Int'L Boardwalk Restroom Remodel	Capital Improvements	-	-	-	-	50,000	50,000
Total Harbor Uplands Fund		2,047,083	902,071	881,307	15,000	150,000	3,995,461
Solid Waste Fund							
Fire Prevention	Fire	145,961	13,860	64,932	-	-	224,753
Public Works Administration	Public Works	82,124	12,000	7,017	-	-	101,141
Solid Waste/Recycling	Public Works	378,107	2,490,996	142,446	-	-	3,011,549
Parks Maintenance	Public Works	132,973	-	29,347	-	-	162,320
Total Solid Waste Fund		739,165	2,516,856	243,742	-	-	3,499,763
Wastewater Fund							
Engineering Services	Eng. & Building Svcs	403,013	736,773	13,259	-	-	1,153,045
Public Works Administration	Public Works	67,250	-	9,416	-	-	76,666
Sewer/Storm Drain Maintenance	Public Works	678,252	739,070	171,743	-	-	1,589,065
Sanitary Sewers Facilities Rehab	Capital Improvements	-	-	-	-	410,000	410,000
Portofino Way Sewer Pump Station	Capital Improvements	-	-	-	-	1,636,700	1,636,700
Rindge Sanitary Sewer Pump Station	Capital Improvements	-	-	-	-	500,000	500,000
Sanitary Sewer Scada Alert System	Capital Improvements	-	-	-	-	1,500,000	1,500,000
Sanitary Sewer System Camera Inspection	Capital Improvements	-	-	-	-	500,000	500,000
Total Wastewater Fund		1,148,515	1,475,843	194,418	-	4,546,700	7,365,476

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE
FISCAL YEAR 2012-13

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Transit Fund							
Transit	Rec., Transit and Comm. Svcs.	380,734	2,960,810	120,286	255,666	-	3,717,496
Total Transit Fund		380,734	2,960,810	120,286	255,666	-	3,717,496
Self-Insurance Program Fund							
Risk Management	Human Resources	176,165	4,130,679	26,336	-	-	4,333,180
Fire Operations	Fire	-	21,000	-	-	-	21,000
Total Self-Insurance Program Fund		176,165	4,151,679	26,336	-	-	4,354,180
Vehicle Replacement Fund							
Fleet Services	Public Works	443,884	1,052,250	152,799	867,800	-	2,516,733
Total Vehicle Replacement Fund		443,884	1,052,250	152,799	867,800	-	2,516,733
Building Occupancy Fund							
Building Occupancy	Public Works	1,078,262	1,344,492	284,082	-	-	2,706,836
Total Building Occupancy Fund		1,078,262	1,344,492	284,082	-	-	2,706,836
Information Technology Fund							
Information Technology	Information Technology	822,655	1,462,740	353,938	550,298	-	3,189,631
Total Information Technology Fund		822,655	1,462,740	353,938	550,298	-	3,189,631
Printing & Graphics Fund							
Printing & Graphics	Information Technology	-	-	-	-	-	-
Total Printing & Graphics Fund		-	-	-	-	-	-
Emergency Communications Fund							
Administrative Services	Police	1,882,153	136,183	410,473	-	-	2,428,809
Total Emergency Communications Fund		1,882,153	136,183	410,473	-	-	2,428,809
Less Internal Service Funds / Overhead		-	-	(20,381,211)	-		(20,381,211)
TOTAL CITY		58,897,918	32,417,341	-	2,872,640	10,247,630	104,435,529

APPROPRIATIONS SUMMARY BY FUND/BY PROGRAM/BY DEPARTMENT / BY EXPENDITURE TYPE

FISCAL YEAR 2012-13

Program	Department	Personnel	Maint. & Operations	Internal Service	Capital Outlay	Capital Improv.	Total
Community Financing Authority							
Economic Development	Waterfront and Econ. Develop.	-	22,340	15,949	-	-	38,289
Total Community Financing Authority Admin		-	22,340	15,949	-	-	38,289
Successor Agency							
Successor Agency	Successor Agency	-	1,116,600	-	-	-	1,116,600
Successor Agency		-	1,116,600	-	-	-	1,116,600

FIVE-YEAR OVERVIEW OF DEPARTMENTAL APPROPRIATIONS
FISCAL YEARS 2008-09 TO 2012-13

Department	Actual 2008-09 [1]	Actual 2009-10 [1]	Actual 2010-11 [1]	Midyear 2011-12 [1]	Adopted 2012-13 [1]
Mayor and City Council	656,994	560,243	552,746	671,300	794,154
City Clerk	924,658	826,977	931,935	795,056	972,248
City Treasurer	676,367	425,123	412,112	436,423	436,971
City Attorney	2,509,179	2,390,349	2,425,368	3,612,175	2,389,015
City Manager	1,869,622	1,802,280	1,447,763	1,948,518	1,760,360
Information Technology	3,376,171 [2]	2,919,340 [2]	2,740,778 [2]	3,154,402 [2]	3,189,631 [2]
Human Resources	3,862,466 [2]	2,308,569 [2]	6,031,807 [2]	6,245,476 [2]	4,914,372 [2]
Financial Services	2,108,477 [2]	2,028,693 [2]	1,830,132 [2]	3,030,174 [2]	2,859,938 [2]
Police	32,664,554	31,732,660	31,288,572 [2]	34,030,916 [2]	32,505,868 [2]
Fire	16,810,054	16,639,258	15,900,961	15,977,058	16,008,652
Public Library	3,817,797	3,703,419	3,345,409	3,570,027	3,535,969
Recreation, Transit and Community Services	17,410,717	17,552,485	16,391,274	20,654,595	16,741,275
Planning	1,529,113	1,069,760	961,712	1,022,625	984,531
Engineeering and Building Services	4,463,907	3,817,167	3,628,367	4,402,974	4,265,323
Waterfront and Econ. Develop.	2,797,806	2,405,298	2,155,703	4,053,649	2,352,682
Public Works	20,971,536 [2]	20,256,006 [2]	20,144,197 [2]	20,912,423 [2]	20,896,410 [2]
Total Before Adjustments	**116,449,418** [2]	**110,437,627** [2]	**110,188,836** [2]	**124,517,791** [2]	**114,607,399** [2]
Less: Internal Svcs Funds/Overhead	(22,176,674) [2]	(22,669,106) [2]	(20,514,894) [2]	(20,774,572) [2]	(20,381,211) [2]
Redevelopment Admin.	(1,450,638)	(1,703,322)	(1,451,378)	(1,570,122)	(38,289)
Total Operating	**92,822,106** [2]	**86,065,199** [2]	**88,222,564** [2]	**102,173,097** [2]	**94,187,899** [2]
Capital Improvements	5,633,145	11,884,939	10,710,176	32,767,578	10,247,630
Total City	**98,455,251** [2]	**97,950,138** [2]	**98,932,740** [2]	**134,940,675** [2]	**104,435,529** [2]
Total Redevelopment Agency	**10,038,848**	**6,775,638**	**4,309,450**	**7,207,572**	**-**
Total Successor Agency	-	-	-	-	**1,116,600**
Total Comm Financing Authority	-	-	-	-	**329,337**

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 2008-09 TO 2012-13

Fund	Actual 2008-09	Actual 2009-10	Actual 2010-11	Midyear 2011-12	Adopted 2012-13
General	70,177,471	66,913,212	64,347,566	69,628,929	68,582,738
Traffic Congestion Relief	800,557	614,443	643,487	-	-
State Gas Tax	1,260,623	1,238,386	1,677,332	1,403,596	1,422,423
Storm Drain Improvement	(287,254)	464,955	88,295	265,261	30,000
Street Landscaping and Lighting	2,441,440	2,539,174	2,401,346	2,696,179	2,558,149
Local Transportation Tax	38,092	6,035	39,714	34,252	80,000
Proposition C	587,528	807,484	283,284	4,124,330	511,640
Measure R	-	-	800,000	978,261	560,000
Air Quality Improvement	96,702	43,488	71,568	231,015	65,314
Intergovernmental Grants	1,928,887	4,069,133	4,222,707	13,322,209	2,004,799
South Bay Youth Project	18,709	-	-	-	-
Comm Develop Block Grant	465,686	400,368	534,550	460,842	273,649
Workforce Investment Act	21,565	2,374	-	-	-
Housing Authority	6,476,784	6,533,347	6,521,895	6,155,299	6,065,130
Parks and Recreation Facilities	79,237	203,608	-	29,000	-
Narcotic Forfeiture and Seizure	100,296	104,199	138,102	177,003	194,432
Subdivision Park Trust	401,069	441,467	86,280	313,316	164,000
Disaster Recovery Fund	102,581	68,933	34,292	17,060	17,060
Capital Projects	2,455,032	5,413,925	3,106,473	4,492,006	1,980,549
Harbor Tidelands	5,360,523	5,372,720	5,415,811	13,206,272	6,532,472
Harbor Uplands	5,288,346	4,441,227	4,571,399	6,695,488	3,995,461
Solid Waste	3,228,499	3,364,549	3,574,516	3,573,000	3,499,763
Wastewater	2,092,247	2,207,317	2,476,972	6,719,516	7,365,476
Transit	3,064,326	2,984,417	3,102,331	3,818,416	3,717,496
Self-Insurance Program	3,190,673	2,029,976	5,427,211	5,602,053	4,354,180
Vehicle Replacement	2,523,680	2,402,471	2,312,843	2,410,319	2,516,733
Building Occupancy	2,827,082	2,457,038	2,437,363	2,845,738	2,706,836
Information Technology	2,995,795	2,610,472	2,485,036	2,990,992	3,189,631
Printing and Graphics	380,377	308,868	255,742	178,410	-
Emergency Communications	2,515,372	2,575,658	2,391,519	3,346,485	2,428,809
Total Before Adjustments	**120,631,925**	**120,619,244**	**119,447,634**	**155,715,247**	**124,816,740**
Less: Internal Svc Funds/Overhead	22,176,674	22,669,106	20,514,894	20,774,572	20,381,211
Total City	**98,455,251**	**97,950,138**	**98,932,740**	**134,940,675**	**104,435,529**
Total Redevelopment Agency	**10,038,848**	**6,775,638**	**4,309,450**	**7,207,572**	-
Total Successor Agency	-	-	-	-	**1,116,600**
Total Comm Financing Authority	-	-	-	-	**329,337**
Grand Total	**108,494,099**	**104,725,776**	**103,242,190**	**142,148,247**	**105,881,466**

HARBOR ENTERPRISE FUNDS SUMMARY
BY DEPARTMENT/BY EXPENDITURE TYPE
FISCAL YEAR 2012-13

Harbor Funds	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total
Harbor Tidelands:					
Department:					
Mayor & City Council	5,100	-	1,602	-	**6,702**
City Attorney	-	39,495	3,516	-	**43,011**
City Manager	32,713	-	-	-	**32,713**
Police	27,000	-	-	5,000	**32,000**
Fire	1,266,523	92,910	283,996	-	**1,643,429**
Recreation, Transit and Community Services	238,098	143,670	77,630	-	**459,398**
Engineering & Building Services	4,700	-	1,705	-	**6,405**
Waterfront and Econ. Develop.	220,836	703,680	210,320	-	**1,134,836**
Public Works	996,045	581,790	191,143	-	**1,768,978**
Total Operating	**2,791,015**	**1,561,545**	**769,912**	**5,000**	**5,127,472**
Capital Improvements	**-**	**-**	**-**	**1,405,000**	**1,405,000**
Total Harbor Tidelands Fund	**2,791,015**	**1,561,545**	**769,912**	**1,410,000**	**6,532,472**
Harbor Uplands:					
Department:					
Mayor & City Council	11,500	-	1,480	-	**12,980**
City Attorney	-	46,188	3,395	-	**49,583**
City Manager	32,713	-	-	-	**32,713**
Police	801,130	9,310	280,196	15,000	**1,105,636**
Investigations - Police	197,643	-	47,485	-	**245,128**
Administrative Services - Police	88,014	-	19,506	-	**107,520**
Engineering & Building Services	4,700	-	1,003	-	**5,703**
Waterfront and Econ. Develop.	220,843	333,853	344,680	-	**899,376**
Public Works	690,540	512,720	183,562	-	**1,386,822**
Total Operating	**2,047,083**	**902,071**	**881,307**	**15,000**	**3,845,461**
Capital Improvements	**-**	**-**	**-**	**150,000**	**150,000**
Total Harbor Uplands Fund	**2,047,083**	**902,071**	**881,307**	**165,000**	**3,995,461**
Total Harbor Enterprise:					
Department:					
Mayor & City Council	16,600	-	3,082	-	**19,682**
City Attorney	-	85,683	6,911	-	**92,594**
City Manager	65,426	-	-	-	**65,426**
Police	1,113,787	9,310	347,187	20,000	**1,490,284**
Fire	1,266,523	92,910	283,996	-	**1,643,429**
Recreation, Transit and Community Services	238,098	143,670	77,630	-	**459,398**
Engineering & Building Services	9,400	-	2,708	-	**12,108**
Waterfront and Econ. Develop.	441,679	1,037,533	555,000	-	**2,034,212**
Public Works	1,686,585	1,094,510	374,705	-	**3,155,800**
Total Operating	**4,838,098**	**2,463,616**	**1,651,219**	**20,000**	**8,972,933**
Capital Improvements	**-**	**-**	**-**	**1,555,000**	**1,555,000**
Total Harbor Enterprise Funds	**4,838,098**	**2,463,616**	**1,651,219**	**1,575,000**	**10,527,933**

SOLID WASTE ENTERPRISE FUND SUMMARY
BY DEPARTMENT/BY EXPENDITURE TYPE
FISCAL YEAR 2012-13

Solid Waste Fund	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total
Department:					
Fire	145,961	13,860	64,932	-	224,753
Public Works	593,204	2,502,996	178,810	-	3,275,010
Total Operating	**739,165**	**2,516,856**	**243,742**	**-**	**3,499,763**
Capital Improvements	-	-	-	-	-
Total Solid Waste Fund	**739,165**	**2,516,856**	**243,742**	**-**	**3,499,763**

WASTEWATER ENTERPRISE FUND SUMMARY
BY DEPARTMENT/BY EXPENDITURE TYPE
FISCAL YEAR 2012-13

Wastewater Fund	Personnel	Maintenance & Operations	Internal Service	Capital Outlay	Total
Department:					
Engineering & Building Services	403,013	736,773	13,259	-	1,153,045
Public Works	745,502	739,070	181,159	-	1,665,731
Total Operating	**1,148,515**	**1,475,843**	**194,418**	**-**	**2,818,776**
Capital Improvements	**-**	**-**	**-**	**4,546,700**	**4,546,700**
Total Wastewater Fund	**1,148,515**	**1,475,843**	**194,418**	**4,546,700**	**7,365,476**

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CITYWIDE ALLOCATED COSTS
BY DEPARTMENT/BY ALLOCATION TYPE
FISCAL YEAR 2012-13

Department	Unem-ployment	Vehicle Maint	Vehicle Replace	IT Maint	IT Replace	Comm. Equip Replace	Emergency Comm	Workers' Comp
Mayor & City Council	2,184	-	-	20,722	5,156	-	-	1,054
City Clerk	1,248	-	-	37,358	19,237	-	-	3,975
City Treasurer	624	-	-	11,616	2,578	-	-	1,736
City Attorney	2,496	-	-	54,675	10,742	-	-	8,364
City Manager	936	-	-	27,785	6,445	-	-	3,019
Information Technology	2,184	1,662	1,658	109,815	20,194	-	-	4,424
Human Resources	1,248	-	-	27,104	6,015	-	-	2,451
Financial Services	4,368	-	-	72,204	21,675	-	-	32,734
Police	48,360	632,873	391,796	564,738	167,453	270,893	2,017,814	675,925
Fire	19,656	240,803	380,236	208,656	47,064	139,421	130,452	398,601
Public Library	4,368	-	-	301,179	68,199	-	-	15,238
Rec., Transit and Comm. Srvcs.	7,176	5,948	2,548	150,433	34,601	-	-	33,830
Planning	1,878	2,993	2,978	40,772	9,049	-	-	17,907
Eng & Building Services	7,482	26,403	25,552	120,486	41,352	-	-	12,496
Waterfront and Econ. Develop.	936	-	-	17,424	5,710	-	-	1,748
Public Works	29,640	639,729	468,645	119,565	29,439	41,885	-	280,548
Total Allocated Costs	**134,784**	**1,550,411**	**1,273,413**	**1,884,532**	**494,909**	**452,199**	**2,148,266**	**1,494,050**

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 2012-13

Department	Liability Insurance	Building Occupancy	Major Fac Repr	Printing & Graphics	Sewer Fee	Overhead Charges	Total
Mayor and City Council	25,732	23,582	829	-	137	55,783	**135,179**
City Clerk	19,827	6,020	211	-	36	2,589	**90,501**
City Treasurer	15,084	4,541	160	-	73	-	**36,412**
City Attorney	42,661	13,152	462	-	73	85,903	**218,528**
City Manager	52,470	16,176	568	-	91	36,876	**144,366**
Information Technology	110,777	48,088	1,200	-	200	55,920	**356,122**
Human Resources	35,814	11,041	388	-	64	23,216	**107,341**
Financial Services	83,150	25,636	901	-	55	24,215	**264,938**
Police	537,529	302,929	2,925	-	1,032	2,535,934	**8,150,201**
Fire	62,783	152,928	3,697	-	536	1,142,003	**2,926,836**
Public Library	405,883	438,318	28,333	-	2,846	87,344	**1,351,708**
Rec., Transit and Comm. Srvcs.	230,148	1,094,811	27,286	-	11,479	801,899	**2,400,159**
Planning	32,968	9,820	350	-	118	48,803	**167,636**
Engineering and Building Services	91,380	28,516	998	-	155	185,762	**540,582**
Waterfront and Econ. Develop.	448,696	6,614	43,516	-	68	171,776	**696,488**
Public Works	232,563	107,480	3,193	-	655	991,605	**2,944,947**
Total Allocated Costs	**2,427,465**	**2,289,652**	**115,017**	**-**	**17,618**	**6,249,628**	**20,531,944**

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

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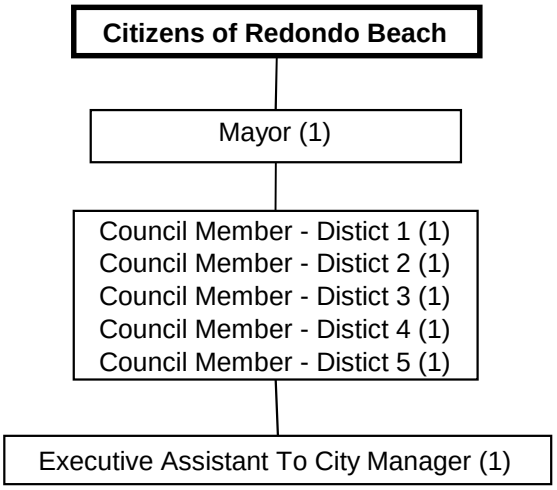
MAYOR AND CITY COUNCIL

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 2012-13



SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

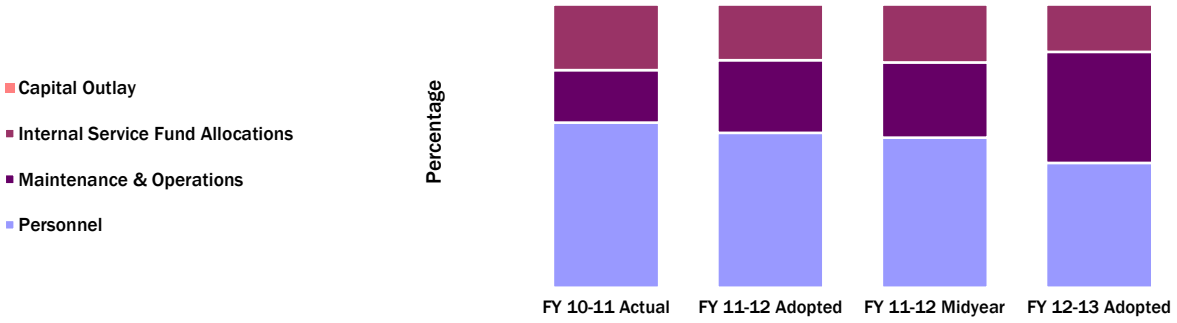
MAYOR AND CITY COUNCIL

1.00	Mayor
5.00	Council Member
1.00	Executive Assistant To City Manager
7.00	

TOTAL PERSONNEL: 7.00

MAYOR AND CITY COUNCIL

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	322,391	355,702	355,932	350,176	**(5,756)**	**(2%)**
Maintenance & Operations	102,673	166,433	178,549	310,983	**132,434**	**74%**
Internal Service Fund Allocations	127,682	127,682	136,819	132,995	**(3,824)**	**(3%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**552,746**	**649,817**	**671,300**	**794,154**	**122,854**	**18%**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	538,195	618,749	642,996	774,472	**131,476**	**20%**
Harbor Tidelands	2,037	7,137	6,702	6,702	**-**	**0%**
Harbor Uplands	1,881	13,381	12,980	12,980	**-**	**0%**
Redevelopment Agency	10,633	10,550	8,622	-	**(8,622)**	**(100%)**
TOTAL	**552,746**	**649,817**	**671,300**	**794,154**	**122,854**	**18%**

MAYOR AND CITY COUNCIL

Core Service Activities

Adopted FY 2011-12 (72%) Total Staff Hours: 1,500
Adopted FY 2012-13 (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, and Community Public Financing Authority.
- 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 60 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 regular 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.
- Coordinate Mayor's State of the City Breakfast, and two strategic plan workshops.

MAYOR AND CITY COUNCIL

Key Projects and Assignments

Adopted FY 2011-12 (15%) Total Staff Hours: 310
Adopted FY 2012-13 (15%) Total Staff Hours: 310

	Hours
▪ Adopt a legislative platform by February 2013.	20
▪ Present the annual State of the City address to the public by March 2013.	20
▪ Adopt the Annual Budget by June 2013.	100
▪ Adopt the Five-Year Capital Improvement Program by June 2013.	100
▪ Complete appointment of community members to boards and commissions by September 2012.	20
▪ Adopt Phase 2 of the Vitality City Program by June 2013.	30
▪ Coordinate with City Manager's office on Elected Official transition and orientation by June 2013.	20

Customer Service and Referrals

Adopted FY 2011-12 (13%) Total Staff Hours: 270
Adopted FY 2012-13 (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 2012-13

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 2012-13

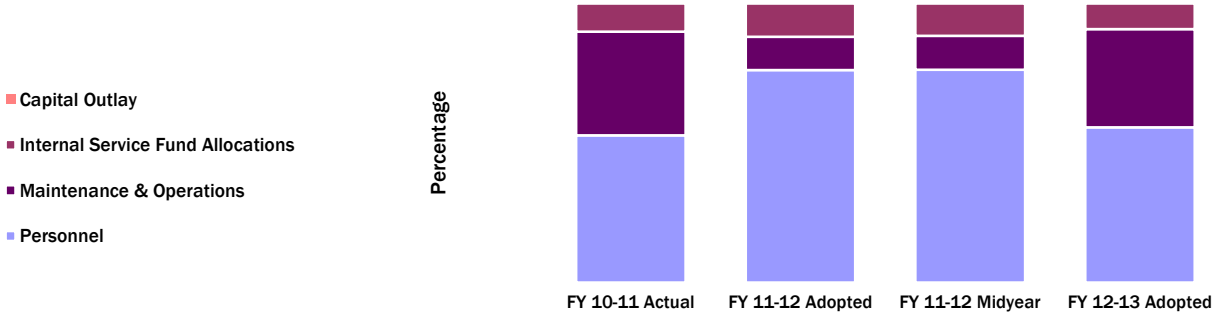
CITY CLERK

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	491,338	606,047	606,138	540,367	**(65,771)**	**(11%)**
Maintenance & Operations	346,198	95,353	96,934	342,628	**245,694**	**253%**
Internal Service Fund Allocations	94,399	94,399	91,984	89,253	**(2,731)**	**(3%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**931,935**	**795,799**	**795,056**	**972,248**	**177,192**	**22%**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	931,935	795,799	795,056	972,248	**177,192**	**22%**
TOTAL	**931,935**	**795,799**	**795,056**	**972,248**	**177,192**	**22%**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	489,938	606,047	606,138	495,867	**(110,271)**	**(18%)**
Maintenance & Operations	67,426	92,323	93,904	102,923	**9,019**	**10%**
Internal Service Fund Allocations	91,630	91,630	89,390	86,659	**(2,731)**	**(3%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**648,994**	**790,000**	**789,432**	**685,449**	**(103,983)**	**(13%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	648,994	790,000	789,432	685,449	**(103,983)**	**(13%)**
TOTAL	**648,994**	**790,000**	**789,432**	**685,449**	**(103,983)**	**(13%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,400	-	-	44,500	**44,500**	**n/a**
Maintenance & Operations	278,772	3,030	3,030	239,705	**236,675**	**7811%**
Internal Service Fund Allocations	2,769	2,769	2,594	2,594	**-**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**282,941**	**5,799**	**5,624**	**286,799**	**281,175**	**5000%**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	282,941	5,799	5,624	286,799	**281,175**	**5000%**
TOTAL	**282,941**	**5,799**	**5,624**	**286,799**	**281,175**	**5000%**

CITY CLERK

Core Service Activities

Adopted FY 2011-12 (53%) Total Staff Hours: 4,423
Adopted FY 2012-13 (20%) Total Staff Hours: 1,635

- 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 191 resolutions and 11 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 250 public requests and Council referrals.
- Accept, review and process over 40 City commission/board applications.
- Publish 89 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.
- Continue to assist the County in updating their current voter registration records for the City of Redondo Beach (total of 41,502 registered voters).
- Implement a "Move Naturally" break during the day to encourage the Vitality City principles and increased health awareness.
- Assist the County in obtaining polling locations, voter registration and election information for Federal, State and County Elections.

CITY CLERK

Key Projects and Assignments

Adopted FY 2011-12 (5%) Total Staff Hours: 400
Adopted FY 2012-13 (38%) Total Staff Hours: 3,150

	Hours
▪ Continue plans for Phase II of Council chambers improvements, including automation of the agenda process by August 2012.	1000
▪ Start implementation of the electronic agenda process for all boards and commission meetings by September 2012.	500
▪ Develop a plan to implement a public voter outreach program for the March 5th, 2013 General Election by December 2012.	150
▪ Facilitate the City's General Municipal Election, March 5, 2013, by March 2013.	1500

Customer Service and Referrals

Adopted FY 2011-12 (42%) Total Staff Hours: 3,497
Adopted FY 2012-13 (42%) Total Staff Hours: 3,535

- Respond to approximately 50 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 87 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 2012-13

City Treasurer Administration

City Treasurer (1)

Deputy City Treasurer (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

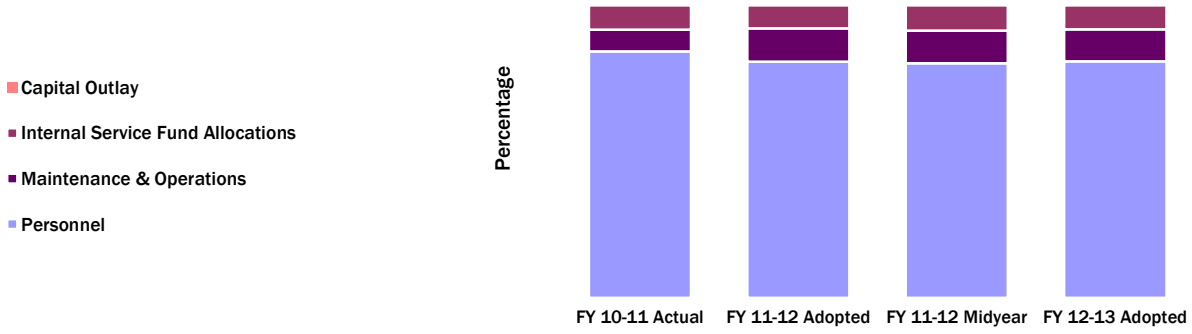
CITY TREASURER

1.00	City Treasurer
1.00	Deputy City Treasurer
2.00	

TOTAL PERSONNEL: 2.00

CITY TREASURER

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	347,098	349,976	349,976	353,273	**3,297**	**1%**
Maintenance & Operations	30,817	49,020	49,020	47,910	**(1,110)**	**(2%)**
Internal Service Fund Allocations	34,197	34,197	37,427	35,788	**(1,639)**	**(4%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**412,112**	**433,193**	**436,423**	**436,971**	**548**	**0%**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	412,112	433,193	436,423	436,971	**548**	**0%**
TOTAL	**412,112**	**433,193**	**436,423**	**436,971**	**548**	**0%**

CITY TREASURER

Core Service Activities

Adopted FY 2011-12 (81%) Total Staff Hours: 3,380
Adopted FY 2012-13 (81%) Total Staff Hours: 3,370

- 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, Public Financing Authority, and Redevelopment Successor 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 Successor 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 2011-12 (13%) Total Staff Hours: 520
Adopted FY 2012-13 (13%) Total Staff Hours: 540

	Hours
Implement comprehensive revision of Capital Improvement Program Cash Flow Management Plan by December 2012.	120
In coordination with City Manager and Financial Services, implement City Treasurer charter responsibility review program by January 2013.	120
If qualified, issue annual California Statewide Communities Development Authority FY 2013-14 Tax Revenue Anticipation Note (TRANs) by June 2013.	90
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 2013.	90

CITY TREASURER

- 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 2013. 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 2013. 60

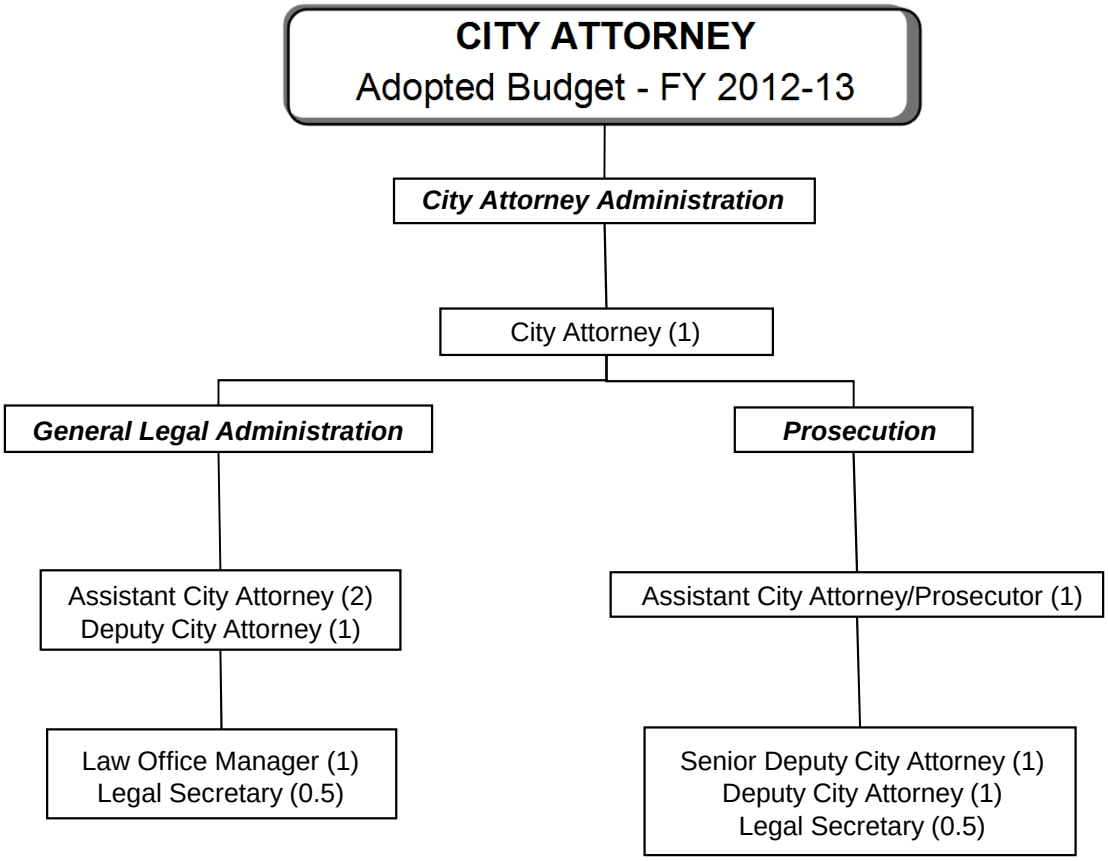
Customer Service and Referrals

Adopted	**FY 2011-12**	**(6%)**	**Total Staff Hours:**	**260**
Adopted	**FY 2012-13**	**(6%)**	**Total Staff Hours:**	**250**

- 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 2012-13
City Attorney Administration
City Attorney (1)
General Legal Administration
Prosecution
Assistant City Attorney (2)
Deputy City Attorney (1)
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 2012-13

CITY ATTORNEY

General Legal Administration

1.00	City Attorney
2.00	Assistant City Attorney
1.00	Deputy City Attorney
1.00	Law Office Manager
0.50	Legal Secretary
5.50	

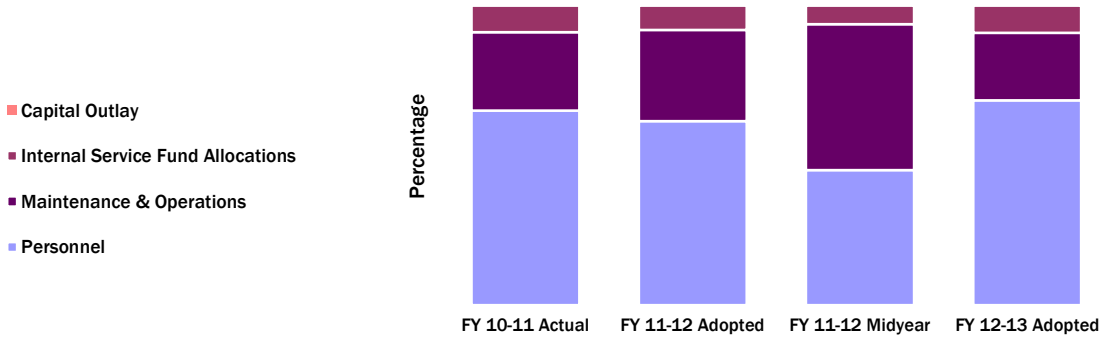
Prosecution

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: 9.00

CITY ATTORNEY

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,576,672	1,627,379	1,629,112	1,635,650	**6,538**	**0%**
Maintenance & Operations	634,765	807,333	1,762,115	537,333	**(1,224,782)**	**(70%)**
Internal Service Fund Allocations	213,931	213,931	220,948	216,032	**(4,916)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**2,425,368**	**2,648,643**	**3,612,175**	**2,389,015**	**(1,223,160)**	**(34%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	2,016,925	2,099,599	2,994,568	2,296,421	**(698,147)**	**(23%)**
Harbor Tidelands	200,132	245,114	335,120	43,011	**(292,109)**	**(87%)**
Harbor Uplands	94,409	171,780	197,146	49,583	**(147,563)**	**(75%)**
Redevelopment Agency	113,902	132,150	85,341	-	**(85,341)**	**(100%)**
TOTAL	**2,425,368**	**2,648,643**	**3,612,175**	**2,389,015**	**(1,223,160)**	**(34%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	961,130	1,008,264	1,008,264	998,601	**(9,663)**	**(1%)**
Maintenance & Operations	616,683	695,167	1,475,017	420,167	**(1,054,850)**	**(72%)**
Internal Service Fund Allocations	148,388	148,388	166,008	163,277	**(2,731)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,726,201**	**1,851,819**	**2,649,289**	**1,582,045**	**(1,067,244)**	**(40%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	1,317,758	1,302,775	2,031,682	1,489,451	**(542,231)**	**(27%)**
Harbor Tidelands	200,132	245,114	335,120	43,011	**(292,109)**	**(87%)**
Harbor Uplands	94,409	171,780	197,146	49,583	**(147,563)**	**(75%)**
Redevelopment Agency	113,902	132,150	85,341	-	**(85,341)**	**(100%)**
TOTAL	**1,726,201**	**1,851,819**	**2,649,289**	**1,582,045**	**(1,067,244)**	**(40%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	615,542	619,115	620,848	637,049	**16,201**	**3%**
Maintenance & Operations	18,082	112,166	287,098	117,166	**(169,932)**	**(59%)**
Internal Service Fund Allocations	65,543	65,543	54,940	52,755	**(2,185)**	**(4%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**699,167**	**796,824**	**962,886**	**806,970**	**(155,916)**	**(16%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	699,167	796,824	962,886	806,970	**(155,916)**	**(16%)**
TOTAL	**699,167**	**796,824**	**962,886**	**806,970**	**(155,916)**	**(16%)**

CITY ATTORNEY

Core Service Activities

Adopted FY 2011-12 (70%) Total Staff Hours: 11,648
Adopted FY 2012-13 (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 2011-12 (20%) Total Staff Hours: 3,328
Adopted FY 2012-13 (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 2013.
- Complete one community based special law enforcement project to target special threats to public safety by June 2013.
- 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 2013.
- Teach a segment on the role of the prosecutor in the criminal justice system at each Citizen's Academy conducted up to June 2013.

CITY ATTORNEY

Customer Service and Referrals

Adopted FY 2010-11 (10%) Total Staff Hours: 1,664
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 ensure implementation and administration of policies and programs adopted by the City Council.*

CITY MANAGER
Adopted Budget - FY 2012-13

City Manager Administration

City Manager (1)
Assistant City Manager (1)
Assistant to the City Manager (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

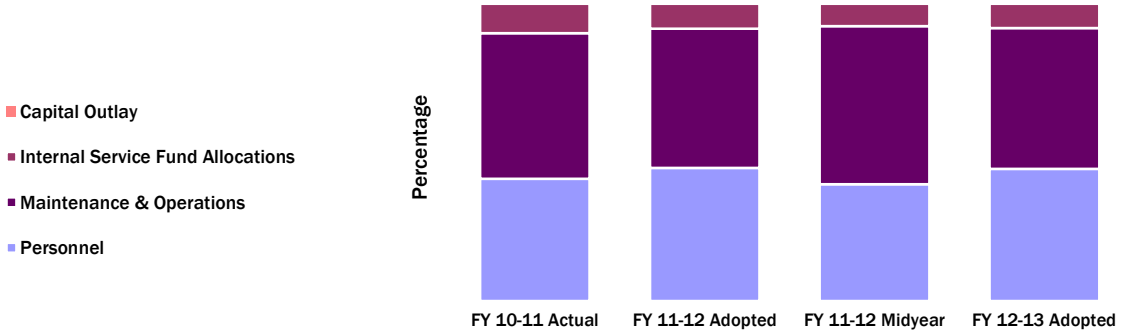
CITY MANAGER

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	595,201	765,648	765,721	782,451	**16,730**	**2%**
Maintenance & Operations	709,247	799,479	1,037,727	834,479	**(203,248)**	**(20%)**
Internal Service Fund Allocations	143,315	143,315	145,070	143,430	**(1,640)**	**(1%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,447,763**	**1,708,442**	**1,948,518**	**1,760,360**	**(188,158)**	**(10%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	1,268,432	1,515,391	1,837,574	1,694,934	**(142,640)**	**(8%)**
Information Technology	-	15,000	15,000	-	**(15,000)**	**(100%)**
Harbor Tidelands	-	-	-	32,713	**32,713**	**n/a**
Harbor Uplands	-	-	-	32,713	**32,713**	**n/a**
Redevelopment Agency	179,331	178,051	95,944	-	**(95,944)**	**(100%)**
TOTAL	**1,447,763**	**1,708,442**	**1,948,518**	**1,760,360**	**(188,158)**	**(10%)**

CITY MANAGER

Core Service Activities

Adopted FY 2011-12 (85%) Total Staff Hours: 5,300
Adopted FY 2012-13 (85%) 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 407 full-time and 405 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, Sustainable/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 10,000 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 annual employee appreciation breakfast and various yearly employee recognition events.
- Provide direction and administration assistance in operation of the Successor Agency to the Redevelopment Agency and Oversight Board.

Key Projects and Assignments

Adopted FY 2011-12 (12%) Total Staff Hours: 750
Adopted FY 2012-13 (13%) Total Staff Hours: 800

	Hours
Implement a strategy to address the City's PERS obligation by September 2012.	50
With North Redondo Beach Working Group, present to Council a strategic plan for Artesia Boulevard business improvement by September 2012.	50
Conduct the International Trade and Tourism workshop by July 2012.	50
Complete franchise agreements with all current pipeline companies by July 2012.	100
Begin construction of Regional South Bay Intermodal Transit Center project by June 2013.	75

CITY MANAGER

▪ Complete City Management Training and Succession Plan by September 2012.	75
▪ Complete Phase 2 of the Vitality City Implementation program by June 2013.	75
▪ Include ballot measure to fund Harbor Area Park by March 2013.	50
▪ Finalize hotel lease agreements for Marine Avenue site by July 2012.	75
▪ Complete RBUSD property transactions by July 2012.	100
▪ Complete Phase 1 of the Galleria Opportunities project by July 2012.	100

Customer Service and Referrals

Adopted FY 2011-12 (3%) Total Staff Hours: 190
Adopted FY 2012-13 (2%) Total Staff Hours: 140

- 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 and duplicating 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 2012-13

Information Technology Administration

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

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

SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

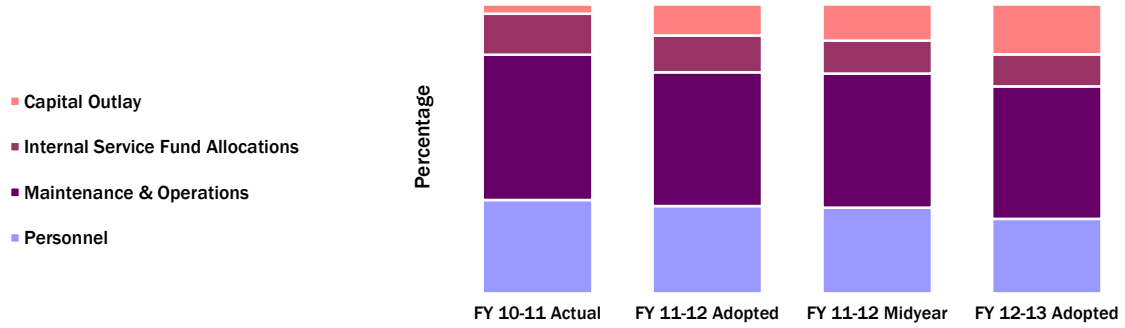
INFORMATION TECHNOLOGY

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

TOTAL PERSONNEL: 6.00

INFORMATION TECHNOLOGY

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	887,129	914,425	935,092	822,655	**(112,437)**	**(12%)**
Maintenance & Operations	1,376,351	1,397,309	1,465,453	1,462,740	**(2,713)**	**0%**
Internal Service Fund Allocations	388,515	383,084	357,844	353,938	**(3,906)**	**(1%)**
Capital Outlay	88,783	327,000	396,013	550,298	**154,285**	**39%**
TOTAL	**2,740,778**	**3,021,818**	**3,154,402**	**3,189,631**	**35,229**	**1%**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Information Technology	2,485,036	2,833,718	2,975,992	3,189,631	**213,639**	**7%**
Printing And Graphics	255,742	188,100	178,410	-	**(178,410)**	**(100%)**
TOTAL	**2,740,778**	**3,021,818**	**3,154,402**	**3,189,631**	**35,229**	**1%**

INFORMATION TECHNOLOGY

Core Service Activities

Adopted FY 2011-12 (22%) Total Staff Hours: 2,829
Adopted FY 2012-13 (25%) Total Staff Hours: 3,120

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, 40 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 34 physical network servers, 45 virtualized servers, 9 storage arrays and 2 tape backup appliances.
- Prepare, test, and distribute application and OS updates to approximately 375 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 points and a public access self-service management system.
- Install, test, patch, upgrade, maintain, and distribute 135 departmental applications.
- Maintain 40 Public Safety in-vehicle mobile data computers and a Verizon wireless private network.
- Manage 3 copiers, mail and bindery equipment and oversee self-service center.
- Manage outside printing services contract.
- Manage in-house printing and copying services.

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 2011-12 (39%) Total Staff Hours: 4,825
Adopted FY 2012-13 (39%) Total Staff Hours: 4,842

	Hours
Complete participation in the Police jail video surveillance project by December 2012.	300
Complete participation in the new Harbor Patrol facility (Fire Station 3) by September 2012.	240
Complete equipment replacement as called out in the IT Replacement Fund by June 2013.	80
Continue participation in the new Transit Center design & construction by June 2013.	740
Complete participation in the upgrade for the City's SCADA communications network by December 2012.	120
Complete Police/Fire mobile data computer replacement by October 2012.	300
Replace 4 high capacity scanners in the Police Department and City Clerk office by January 2013.	40
Complete City phone system & voice mail system upgrade by June 2013.	2722
Complete upgrade of DMZ network by December 2012.	60
Complete upgrade of MUNIS Financial System & implementation of added functionality by October 2012.	160
Complete print shop assessment and transition from Financial Services to IT by June 2013.	80

INFORMATION TECHNOLOGY

Customer Service and Referrals

Adopted FY 2011-12 (39%) Total Staff Hours: 4,826
Adopted FY 2012-13 (36%) Total Staff Hours: 4,518

- 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.
- Manage approximately 40-50 on-going internal departmental technology projects.
- Post weekly IT Helps! - Tip of the Week on the City's intranet site.
- Provide 1-2 training classes per month to departmental users.

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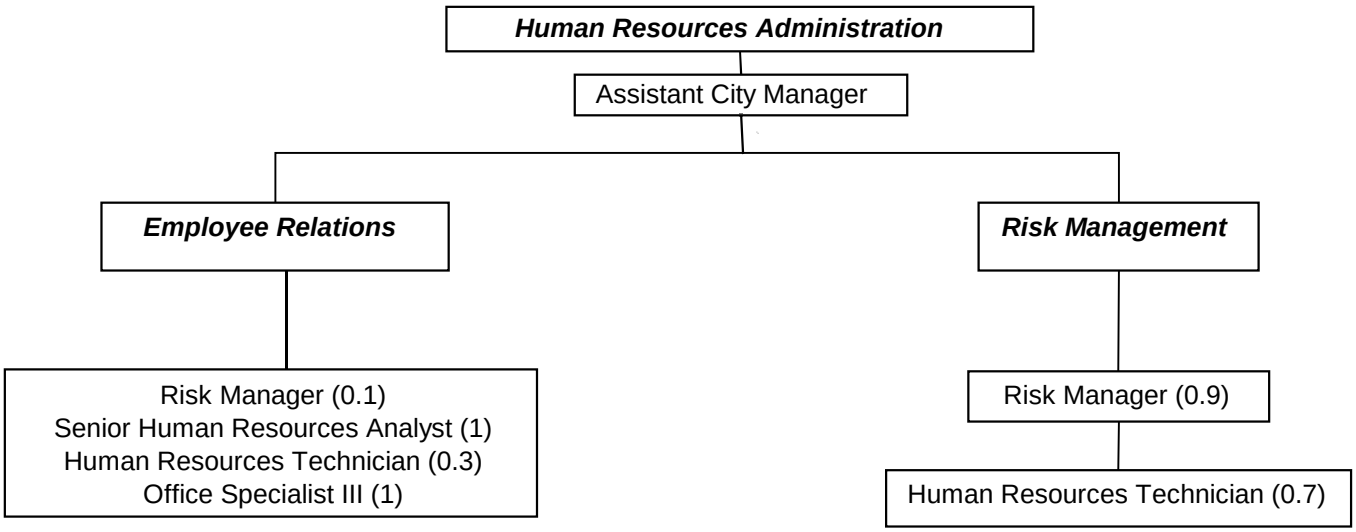
HUMAN RESOURCES

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 2012-13



SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

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	

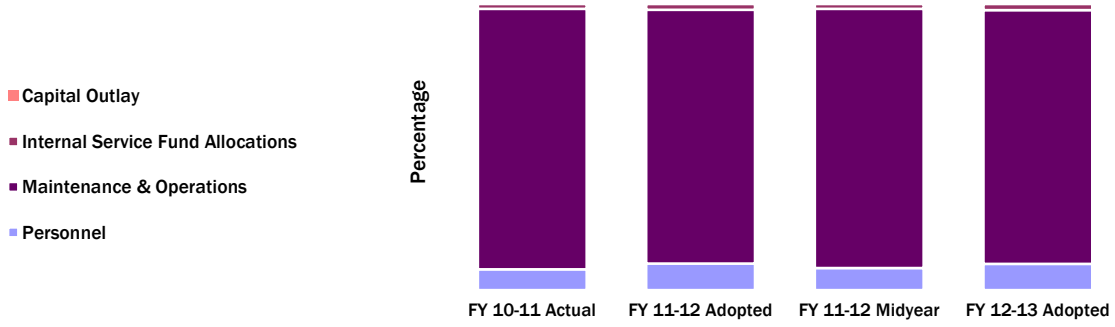
Risk Management

0.90	Risk Manager
0.70	Human Resources Technician
1.60	

TOTAL PERSONNEL: 4.00

HUMAN RESOURCES

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	440,531	457,299	481,479	452,560	**(28,919)**	**(6%)**
Maintenance & Operations	5,490,852	4,355,719	5,655,719	4,355,719	**(1,300,000)**	**(23%)**
Internal Service Fund Allocations	100,424	100,424	108,278	106,093	**(2,185)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**6,031,807**	**4,913,442**	**6,245,476**	**4,914,372**	**(1,331,104)**	**(21%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	691,723	568,592	643,423	581,192	**(62,231)**	**(10%)**
Self-Insurance Program	5,340,084	4,344,850	5,602,053	4,333,180	**(1,268,873)**	**(23%)**
TOTAL	**6,031,807**	**4,913,442**	**6,245,476**	**4,914,372**	**(1,331,104)**	**(21%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	272,137	273,188	297,315	276,395	**(20,920)**	**(7%)**
Maintenance & Operations	349,222	225,040	265,040	225,040	**(40,000)**	**(15%)**
Internal Service Fund Allocations	70,364	70,364	81,068	79,757	**(1,311)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**691,723**	**568,592**	**643,423**	**581,192**	**(62,231)**	**(10%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	691,723	568,592	643,423	581,192	**(62,231)**	**(10%)**
TOTAL	**691,723**	**568,592**	**643,423**	**581,192**	**(62,231)**	**(10%)**

HUMAN RESOURCES

RISK MANAGEMENT

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

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	168,394	184,111	184,164	176,165	**(7,999)**	**(4%)**
Maintenance & Operations	5,141,630	4,130,679	5,390,679	4,130,679	**(1,260,000)**	**(23%)**
Internal Service Fund Allocations	30,060	30,060	27,210	26,336	**(874)**	**(3%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**5,340,084**	**4,344,850**	**5,602,053**	**4,333,180**	**(1,268,873)**	**(23%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Self-Insurance Program	5,340,084	4,344,850	5,602,053	4,333,180	**(1,268,873)**	**(23%)**
TOTAL	**5,340,084**	**4,344,850**	**5,602,053**	**4,333,180**	**(1,268,873)**	**(23%)**

HUMAN RESOURCES

Core Service Activities

Adopted FY 2011-12 (82%) Total Staff Hours: 8,091
Adopted FY 2012-13 (84%) Total Staff Hours: 8,330

- Coordinate employee recruitment and hiring for approximately 20 vacancies.
- Process approximately 50 part-time and 20 full-time pre-hire physicals, drug-tests, and Live Scans.
- Review approximately 1,100 employment applications for full-time and part-time positions.
- Manage the labor relations and meet and confer process with 6 bargaining units.
- Maintain and interpret Memoranda of Understanding with 6 bargaining units.
- Maintain and interpret the Management and Confidential Pay Plan.
- Maintain and interpret the Part-Time Policy and Pay Plan for approximately 400 part-time employees.
- Provide consultation and advice to departments in performance management issues.
- Provide management and supervisory training sessions to approximately 80 employees.
- Provide schedule harassment prevention training for managers and supervisors in accordance with State legal requirements.
- Coordinate the City-wide Employee Service Award Luncheon on an annual basis.
- Maintain employee personnel files for approximately 800 full-time and part-time employees.
- Manage safety and miscellaneous CalPERS contracts for approximately 400 active employees.
- Process CalPERS retirement and medical insurance applications for 20 employees.
- Administer deferred compensation programs for approximately 300 employees.
- Coordinate 2 financial planning seminars for employees.
- Process, investigate, evaluate and settle or deny all liability claims within 45 days.
- Conduct an annual general liability claim review.
- Conduct a workers' compensation claim review twice 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 assistance to the Building and Engineering Department in the approval of insurance for contractors working within the City.
- Provide insurance quotes and policies for approximately 60 special events.
- Provide third party administrator with 100% of workers' compensation claims within 3 days of notification.
- Process 100 ongoing workers' compensation claims.
- Process Cal/OSHA Logs on an annual basis.

HUMAN RESOURCES

- Oversee third party administrator for unemployment insurance benefits.
- Process health benefits insurance renewals for approximately 400 active employees and 200 retirees on an annual basis.
- Process monthly insurance payments to our healthcare providers.
- Process medical deductions for approximately 330 employees.
- Process medical cash-outs for approximately 50 employees.
- Oversee third party administers for Flexible Spending Accounts, High Deductible Health Savings Accounts and Medicare Eligible Employees.
- Provide overall coordination of the Confidentiality of Medical Information Act (CMIA) policies and procedures for departments.
- Update and maintain insurance census information for approximately 400 employees.
- Provide verbal and written employment verification for outside entities.
- Maintain an Occupational Health and Safety exposure reduction program for approximately 800 full and part time employees.
- Administer Department of Transportation Drug Testing for eligible safety-sensitive employees.
- Provide training and development opportunities in employment practices, employee well-being, safety, etc. for employees and managers through various mediums.

Key Projects and Assignments

Adopted FY 2011-12 (6%) Total Staff Hours: 650
Adopted FY 2012-13 (7%) Total Staff Hours: 650

	Hours
Update and implement the City's Harassment Policy by June 2013.	100
Initiate a comprehensive review of all Personnel rules and regulations, Municipal Code and Civil Service Rules by December 2012.	300
Identify conflicting policies and procedures which may need to be updated and/or modified and implement policies by June 2013.	200
Work with the City's Healthcare Committee to achieve cohesiveness in recommendations made by committee by September 2012.	50

HUMAN RESOURCES

Customer Service and Referrals

Adopted FY 2011-12 (12%) Total Staff Hours: 1,179
Adopted FY 2012-13 (9%) Total Staff Hours: 940

- 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.

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FINANCIAL SERVICES

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

FINANCIAL SERVICES
Adopted Budget - FY 2012-13

Financial Services Administration

Financial Services

Financial Services Director (1)

Assistant Financial Services Director (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)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

FINANCIAL SERVICES

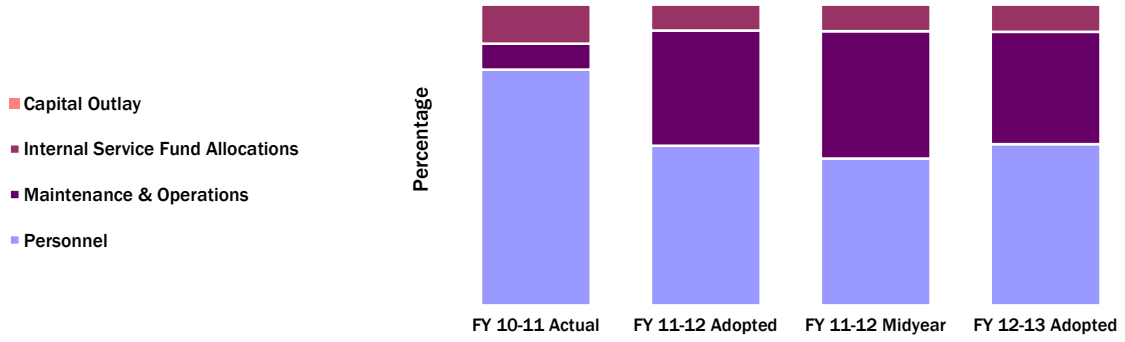
Financial Services

1.00	Financial Services Director
1.00	Assistant Financial Services Director
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
14.00	

TOTAL PERSONNEL: 14.00

FINANCIAL SERVICES

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,435,248	1,464,945	1,479,540	1,533,530	**53,990**	**4%**
Maintenance & Operations	156,445	1,058,978	1,282,497	1,065,838	**(216,659)**	**(17%)**
Internal Service Fund Allocations	238,439	238,439	268,137	260,570	**(7,567)**	**(3%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,830,132**	**2,762,362**	**3,030,174**	**2,859,938**	**(170,236)**	**(6%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	1,721,157	2,649,165	2,967,279	2,859,938	**(107,341)**	**(4%)**
Redevelopment Agency	108,975	113,197	62,895	-	**(62,895)**	**(100%)**
TOTAL	**1,830,132**	**2,762,362**	**3,030,174**	**2,859,938**	**(170,236)**	**(6%)**

FINANCIAL SERVICES

Core Service Activities

Adopted FY 2011-12 (70%) Total Staff Hours: 21,970
Adopted FY 2012-13 (69%) Total Staff Hours: 20,120

- Direct preparation of all financial reporting including the annual operating budget, Citizen's Budget, and Comprehensive Annual Financial Report.
- Prepare approximately 750 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 9 State mandated reimbursement claims annually for costs incurred during most recently completed fiscal year totaling $100,000.
- 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 35 Federal, State, and local grants annually.
- Issue an average of 650 paychecks bi-weekly.
- Reconcile 850 W-2 forms to annual payroll reports.
- Prepare and process Federal and State payroll tax withholding reports quarterly.
- Process and record 4,000 accounts receivable invoices annually.
- Process and coordinate 30 filming permits annually.
- Provide animal licensing and data base management for 6,000 dog licenses annually.
- Produce and distribute 300 vendor checks semi-monthly.
- Produce and distribute 200 1099 forms annually.
- Process 25 bids for materials and equipment annually.
- Process 350 purchase orders annually.
- Prepare and process 57,000 central cashiering transactions annually.
- Provide business licensing and data base management for 10,000 business licenses annually.
- Provide MUNIS assistance to over 270 City staff for the year.
- Perform 4 random departmental petty cash audits annually.
- Update City's Statements of Financial Principles for all modifications.
- Update Recognized Obligation Payment Schedule (ROPS) and Administrative Budget for Successor Agency to the Redevelopment Agency and Oversight Board semi-annually.
- Evaluate current inventory of over 900 non-infrastructure capital assets and ensure inclusion/tagging of additions and retirement of deletions annually.
- Provide support and administrative assistance in the operation of the SARA (Successor Agency) to the Redevelopment Agency and Oversight Board.

FINANCIAL SERVICES

Key Projects and Assignments

Adopted FY 2011-12 (8%) Total Staff Hours: 2,450
Adopted FY 2012-13 (8%) Total Staff Hours: 2,220

	Hours
▪ Assist in implementation of electronic agenda for Budget and Finance Commission by December 2012.	40
▪ Perform physical inventory of non-infrastructure capital assets by May 2013.	200
▪ Upgrade to MUNIS 10.X by August 2012 and finalize testing by September 2012.	700
▪ Implement new MUNIS cashiering module by December 2012.	200
▪ Implement new my|CalPERS business system for payroll reporting by July 2012.	320
▪ Assist in implementation of new Accounts Payable Content Management System by December 2012.	700
▪ Participate in implementation of Vitality City Phase 2 by June 2013.	60

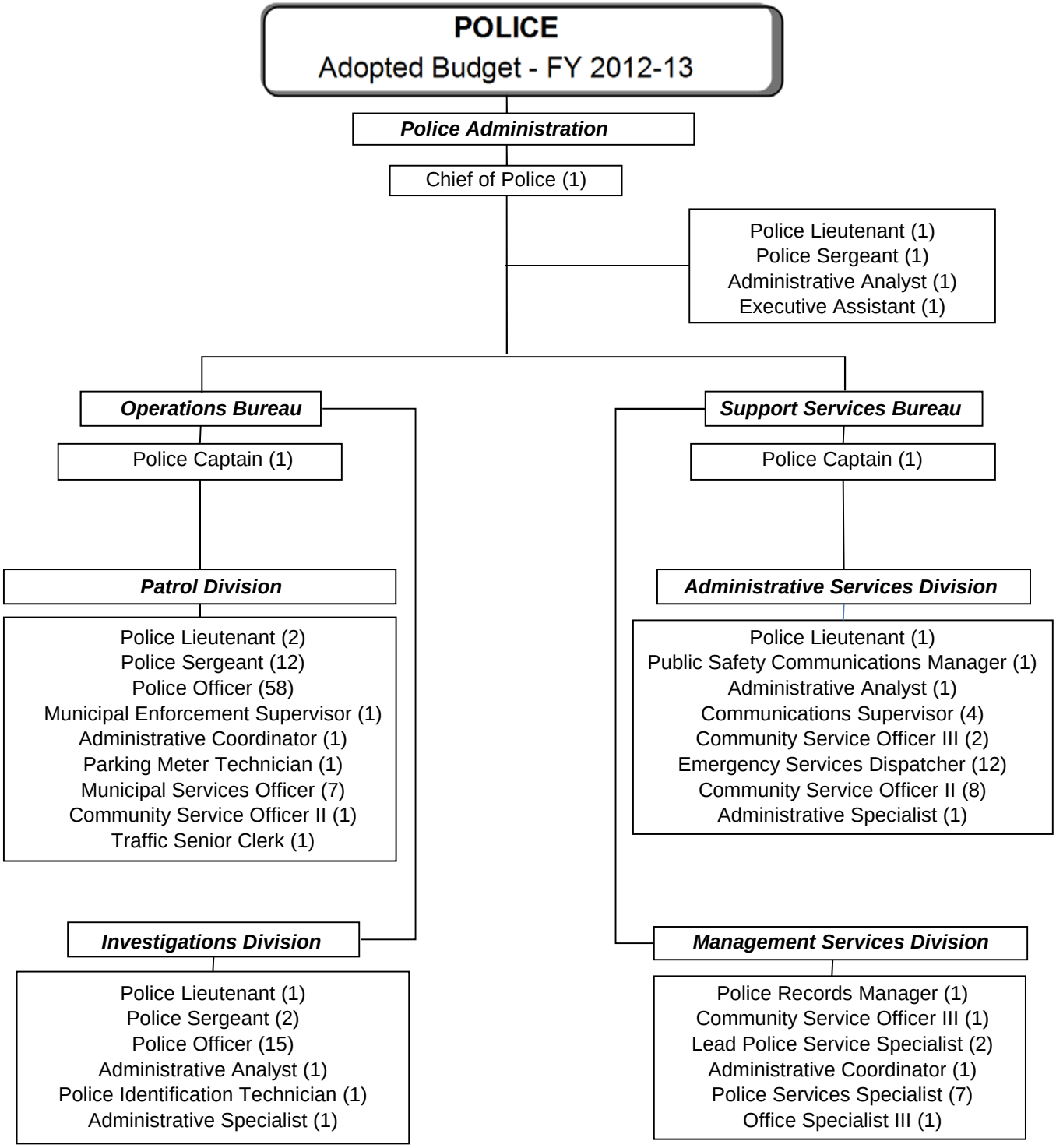
Customer Service and Referrals

Adopted FY 2011-12 (22%) Total Staff Hours: 6,780
Adopted FY 2012-13 (23%) Total Staff Hours: 6,780

- Respond to approximately 6,500 internal customer service requests annually.
- Respond to approximately 9,500 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 2012-13
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 Service 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)
Administrative Services Division
Police Lieutenant (1)
Public Safety Communications Manager (1)
Administrative Analyst (1)
Communications Supervisor (4)
Community Service Officer III (2)
Emergency Services Dispatcher (12)
Community Service Officer II (8)
Administrative Specialist (1)
Management Services Division
Police Records Manager (1)
Community Service Officer III (1)
Lead Police Service Specialist (2)
Administrative Coordinator (1)
Police Services Specialist (7)
Office Specialist III (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

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 Service 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	

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 Service Officer III
1.00	Community Service Officer II
2.00	

Redondo Beach Jail

1.00	Community Service Officer III
7.00	Community Service Officer II
8.00	

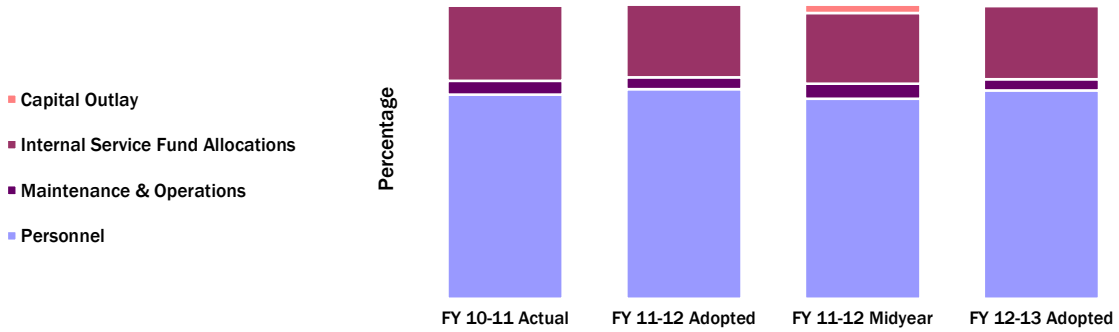
Management Services Division

1.00	Police Records Manager
1.00	Community Service Officer III
2.00	Lead Police Service Specialist
1.00	Administrative Coordinator
7.00	Police Services Specialist
1.00	Office Specialist III
13.00	

TOTAL PERSONNEL: 155.00

POLICE

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	21,724,970	23,131,763	23,143,349	23,024,635	**(118,714)**	**(1%)**
Maintenance & Operations	1,466,139	1,294,450	1,756,906	1,229,850	**(527,056)**	**(30%)**
Internal Service Fund Allocations	8,015,790	8,015,790	8,186,513	8,101,841	**(84,672)**	**(1%)**
Capital Outlay	81,673	-	944,148	149,542	**(794,606)**	**(84%)**
TOTAL	**31,288,572**	**32,442,003**	**34,030,916**	**32,505,868**	**(1,525,048)**	**(4%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	26,958,777	28,272,383	28,511,486	28,369,123	**(142,363)**	**0%**
Intergovernmental Grants	473,380	23,220	466,350	23,220	**(443,130)**	**(95%)**
Narcotic Forfeiture & Seizure	138,101	64,890	144,736	194,432	**49,696**	**34%**
Harbor Tidelands	-	-	-	32,000	**32,000**	**n/a**
Harbor Uplands	1,154,663	1,435,810	1,413,722	1,458,284	**44,562**	**3%**
Emergency Communications	2,386,844	2,468,893	3,346,485	2,428,809	**(917,676)**	**(27%)**
Redevelopment Agency	176,807	176,807	148,137	-	**(148,137)**	**(100%)**
TOTAL	**31,288,572**	**32,442,003**	**34,030,916**	**32,505,868**	**(1,525,048)**	**(4%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,517,662	1,514,942	1,576,393	1,641,637	**65,244**	**4%**
Maintenance & Operations	294,289	108,980	401,404	119,980	**(281,424)**	**(70%)**
Internal Service Fund Allocations	366,336	366,336	553,517	549,693	**(3,824)**	**(1%)**
Capital Outlay	19,580	-	845,564	-	**(845,564)**	**(100%)**
TOTAL	**2,197,867**	**1,990,258**	**3,376,878**	**2,311,310**	**(1,065,568)**	**(32%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	1,946,433	1,959,258	2,257,880	2,280,310	**22,430**	**1%**
Intergovernmental Grants	170,788	-	266,546	-	**(266,546)**	**(100%)**
Narcotic Forfeiture & Seizure	4,941	31,000	31,000	31,000	**-**	**0%**
Emergency Communications	75,705	-	821,452	-	**(821,452)**	**(100%)**
TOTAL	**2,197,867**	**1,990,258**	**3,376,878**	**2,311,310**	**(1,065,568)**	**(32%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	12,674,023	13,348,602	13,290,821	13,221,677	**(69,144)**	**(1%)**
Maintenance & Operations	487,159	515,207	587,444	407,707	**(179,737)**	**(31%)**
Internal Service Fund Allocations	5,085,134	5,085,134	4,943,479	4,898,140	**(45,339)**	**(1%)**
Capital Outlay	62,093	-	81,184	20,000	**(61,184)**	**(75%)**
TOTAL	**18,308,409**	**18,948,943**	**18,902,928**	**18,547,524**	**(355,404)**	**(2%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	16,917,259	17,654,932	17,462,079	17,366,678	**(95,401)**	**(1%)**
Intergovernmental Grants	282,614	23,220	194,804	23,220	**(171,584)**	**(88%)**
Narcotic Forfeiture & Seizure	15,945	19,990	44,757	19,990	**(24,767)**	**(55%)**
Harbor Tidelands	-	-	-	32,000	**32,000**	**n/a**
Harbor Uplands	915,784	1,073,994	1,053,151	1,105,636	**52,485**	**5%**
Redevelopment Agency	176,807	176,807	148,137	-	**(148,137)**	**(100%)**
TOTAL	**18,308,409**	**18,948,943**	**18,902,928**	**18,547,524**	**(355,404)**	**(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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	3,160,141	3,526,444	3,533,758	3,451,673	**(82,085)**	**(2%)**
Maintenance & Operations	268,568	171,680	241,709	175,680	**(66,029)**	**(27%)**
Internal Service Fund Allocations	1,173,256	1,173,256	1,151,606	1,140,134	**(11,472)**	**(1%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**4,601,965**	**4,871,380**	**4,927,073**	**4,767,487**	**(159,586)**	**(3%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	4,295,044	4,623,952	4,617,889	4,518,919	**(98,970)**	**(2%)**
Intergovernmental Grants	1,003	-	5,000	-	**(5,000)**	**(100%)**
Narcotic Forfeiture & Seizure	114,977	3,440	58,519	3,440	**(55,079)**	**(94%)**
Harbor Uplands	190,941	243,988	245,665	245,128	**(537)**	**0%**
TOTAL	**4,601,965**	**4,871,380**	**4,927,073**	**4,767,487**	**(159,586)**	**(3%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,150,358	1,303,167	1,303,392	1,325,305	**21,913**	**2%**
Maintenance & Operations	101,632	114,060	114,060	116,260	**2,200**	**2%**
Internal Service Fund Allocations	385,146	385,146	429,390	422,288	**(7,102)**	**(2%)**
Capital Outlay	-	-	17,400	-	**(17,400)**	**(100%)**
TOTAL	**1,637,136**	**1,802,373**	**1,864,242**	**1,863,853**	**(389)**	**0%**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	1,637,136	1,802,373	1,864,242	1,863,853	**(389)**	**0%**
TOTAL	**1,637,136**	**1,802,373**	**1,864,242**	**1,863,853**	**(389)**	**0%**

POLICE

ADMINISTRATIVE SERVICES

Purpose: The Administrative Services Division strategically plans, organizes, manages and supervises the unit activities in payroll, personnel and training, jail, 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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	3,222,786	3,438,608	3,438,985	3,384,343	**(54,642)**	**(2%)**
Maintenance & Operations	314,491	384,523	412,289	410,223	**(2,066)**	**(1%)**
Internal Service Fund Allocations	1,005,918	1,005,918	1,108,521	1,091,586	**(16,935)**	**(2%)**
Capital Outlay	-	-	-	129,542	**129,542**	**n/a**
TOTAL	**4,543,195**	**4,829,049**	**4,959,795**	**5,015,694**	**55,899**	**1%**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	2,162,905	2,231,868	2,309,396	2,339,363	**29,967**	**1%**
Intergovernmental Grants	18,975	-	-	-	**-**	**0%**
Narcotic Forfeiture & Seizure	2,238	10,460	10,460	140,002	**129,542**	**1238%**
Harbor Uplands	47,938	117,828	114,906	107,520	**(7,386)**	**(6%)**
Emergency Communications	2,311,139	2,468,893	2,525,033	2,428,809	**(96,224)**	**(4%)**
TOTAL	**4,543,195**	**4,829,049**	**4,959,795**	**5,015,694**	**55,899**	**1%**

POLICE

Core Service Activities

Adopted FY 2011-12 (84%) Total Staff Hours: 270,969
Adopted FY 2012-13 (80%) Total Staff Hours: 257,881

- Administer and manage 100 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 2,000 criminal offenders.
- Perform 6 high-risk SWAT operations.
- Complete 9,000 police reports.
- Investigate 570 traffic collisions.
- Initiate 7,200 traffic violation contacts.
- Conduct 6 DUI checkpoints.
- Conduct 14 dog bite investigations.
- Conduct 40,000 parking violation investigations.
- Conduct 720 vehicle impounds and storages.
- Review 90 film permits/noise variance requests and coordinate their security.
- Conduct 25 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.
- Deploy bait item 30 times and make 10 associated arrests.
- Investigate 75 narcotics cases.
- Arrange 100 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 15,000 9-1-1 calls within 6 seconds 95% of the time.
- Coordinate and prepare billings for 800 false alarm incidents that qualify for billings of approximately $45,000.
- Book 5,000 pieces of evidence into police custody.
- Compile, review, duplicate, distribute, file and electronically archive 9,000 police reports.
- Process 2,200 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 2 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.

POLICE

Key Projects and Assignments

Adopted FY 2011-12 (7%) Total Staff Hours: 23,295
Adopted FY 2012-13 (11%) Total Staff Hours: 36,383

	Hours
▪ Initiate 6 bi-monthly Sergeants' patrol performance meetings by June 2013.	2010
▪ Revise the Police Department website to make it more accessible and to provide increased customer service through the internet by June 2013.	2841
▪ Create a procedural manual to facilitate and support succession planning and training for Management Services Division-Records Unit by June 2013.	2641
▪ Complete 50 dog licensing investigation and citation details by June 2013.	3302
▪ Create a juvenile helmet law compliance program with public education, media outreach and at least 2 enforcement details by June 2013.	659
▪ Research and create a Request for Proposal (RFP) and selection process for the City's vehicle towing contract by December 2012.	228
▪ Comply with all certification, assurances and audit requirements of recovery stimulus grants received by the Redondo Beach Police Department by June 2013.	850
▪ Create a marketing plan to develop staff and community support for the construction of a new Police station by June 2013.	900
▪ Organize and implement a training program coordinated with community support/help groups concerning the physical and financial abuse of elders by April 2013.	652
▪ Continue the design and implementation of the Telestaff scheduling/call-out system, including the reporting components by December 2013	1000
▪ 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 2012.	480
▪ Complete quality control and destroy 2004, 2005 & 2006 crime reports by June 2013.	2800
▪ Train dispatchers on Fire Department Run Cards by June 2013.	350
▪ Establish a billing system to collect outstanding debt for adult misdemeanor bookings by June 2013.	200
▪ Initiate two drug destructions and one fire arm destruction by June 2013.	150
▪ Train 12 FTO officers on the use of the web base ADORE training program by June 2013.	600
▪ Implement electronic subpoena distribution to the Police Department and integrate it with Telestaff Personnel system by September 2012.	700
▪ Present to the City Council for consideration an update to the 1987 Redondo Beach Bail Schedule by August 2012.	100
▪ Make recommendations to the City Council for action to revise the City's Animal Control Codes by August 2012.	120
▪ Coordinate and have installed an emergency generator at the Main Library for EOC (Emergency Operations Center) expansion by August 2012.	1500

POLICE

▪ Ensure installation of the jail surveillance video camera system by August 2012.	1500
▪ Conduct an audit of Data Ticket services working with Financial Service by June 2012.	1000
▪ Complete the purchase of replacement handguns and propose a replacement fund by December 2013.	900
▪ Propose to City Council a replacement methodology and fund for the City's Parking Meters by December 2013.	700
▪ Develop and implement a recruitment strategy for entry level and pre-service Police Officers by December 2013.	1000
▪ Implement a sick leave verification policy for all department members by June 2013.	1000
▪ Send two Police Sergeants to the Supervisory Leadership Institute for professional development by June 2013.	800
▪ Explore the feasibility of including other South Bay Police stations in the Special Investigations Unit by June	900
▪ Provide instruction to 4 field officers to assume ancillary field supervisory capabilities by June 2013.	1200
▪ Provide instruction to 22 citizens on police operations and activities by June 2013.	1500
▪ Work with Recreation and Community Services to implement a homeless liaison policy and program by June 2013.	900
▪ Explore and implement, if feasible, an electronic software and hand held citation system for traffic by June 2013.	1500
▪ Implement EZ Reports to generate statistics by June 2013.	500
▪ Develop and implement an MOU with the Redondo Beach Unified School District to facilitate the use of narcotics detection canines at the high school campus by September 2012.	900

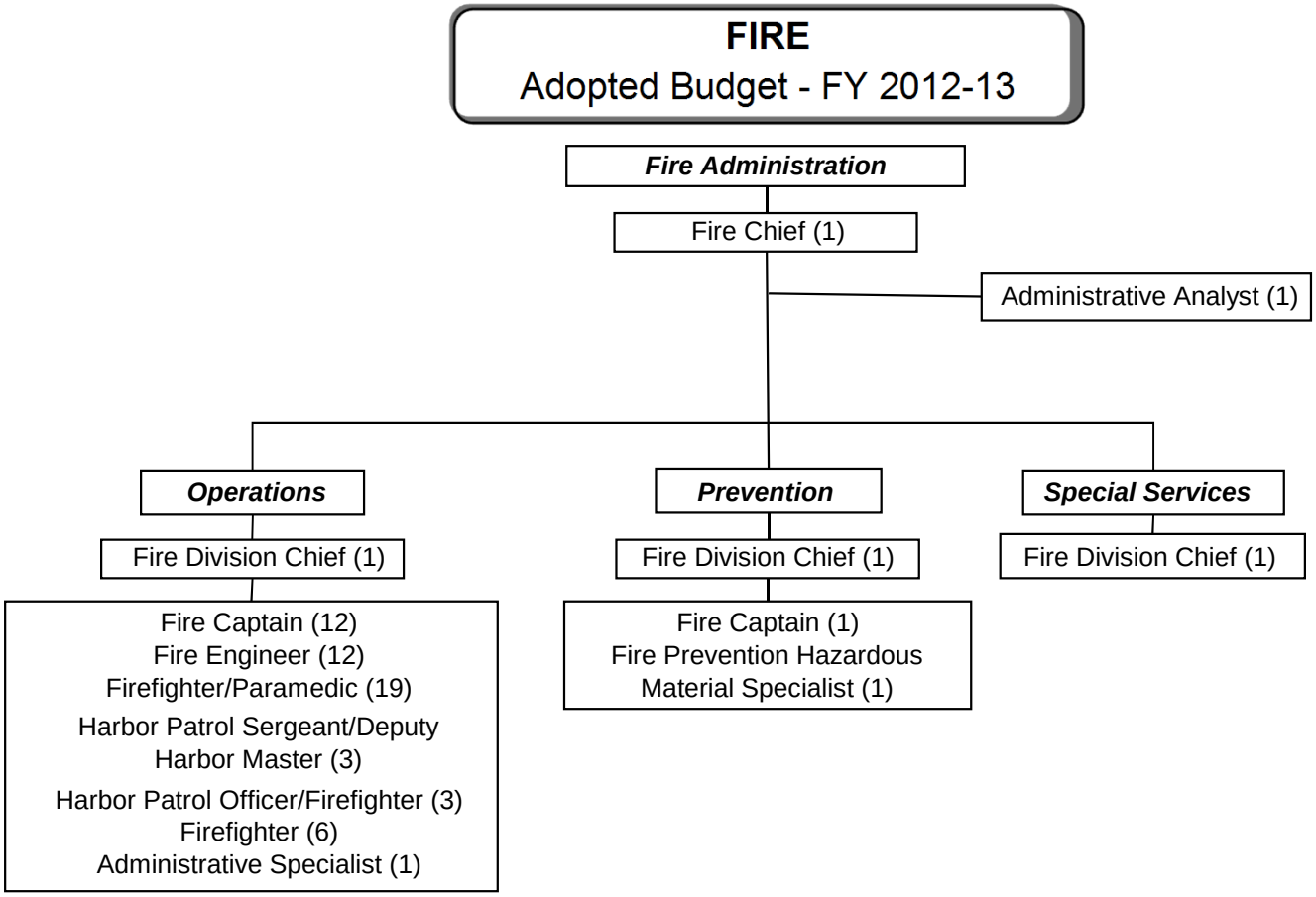
Customer Service and Referrals

Adopted FY 2011-12 (9%) Total Staff Hours: 28,136
Adopted FY 2012-13 (9%) Total Staff Hours: 28,136

- 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 2012-13
Fire Administration
Fire Chief (1)
Administrative Analyst (1)
Operations
Fire Division Chief (1)
Fire Captain (12)
Fire Engineer (12)
Firefighter/Paramedic (19)
Harbor Patrol Sergeant/Deputy Harbor Master (3)
Harbor Patrol Officer/Firefighter (3)
Firefighter (6)
Administrative Specialist (1)
Prevention
Fire Division Chief (1)
Fire Captain (1)
Fire Prevention Hazardous Material Specialist (1)
Special Services
Fire Division Chief (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

FIRE

Administration

1.00	Fire Chief
1.00	Administrative Analyst
2.00	

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/Firefighter
6.00	Firefighter
1.00	Administrative Specialist
57.00	

Prevention

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

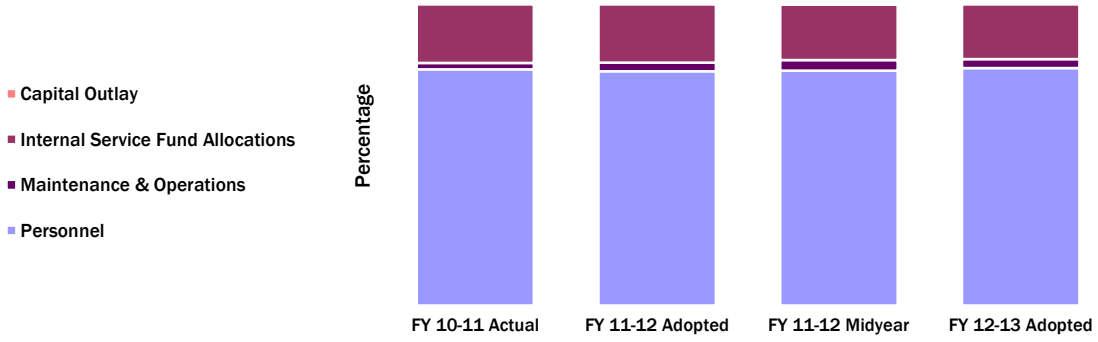
Special Services

1.00	Fire Division Chief
1.00	

TOTAL PERSONNEL: 63.00

FIRE

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	12,480,390	12,457,140	12,461,380	12,622,581	**161,201**	**1%**
Maintenance & Operations	327,837	457,491	564,857	478,891	**(85,966)**	**(15%)**
Internal Service Fund Allocations	3,092,734	3,092,734	2,941,596	2,907,180	**(34,416)**	**(1%)**
Capital Outlay	-	-	9,225	-	**(9,225)**	**(100%)**
TOTAL	**15,900,961**	**16,007,365**	**15,977,058**	**16,008,652**	**31,594**	**0%**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	13,932,564	14,026,630	13,965,725	14,054,410	**88,685**	**1%**
Intergovernmental Grants	53,920	48,000	91,728	48,000	**(43,728)**	**(48%)**
Disaster Recovery	34,293	17,060	17,060	17,060	**-**	**0%**
Harbor Tidelands	1,569,070	1,667,889	1,666,157	1,643,429	**(22,728)**	**(1%)**
Solid Waste	223,988	247,786	236,388	224,753	**(11,635)**	**(5%)**
Self-Insurance Program	87,126	-	-	21,000	**21,000**	**n/a**
TOTAL	**15,900,961**	**16,007,365**	**15,977,058**	**16,008,652**	**31,594**	**0%**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	441,641	444,779	446,855	503,778	**56,923**	**13%**
Maintenance & Operations	58,849	45,280	129,517	45,280	**(84,237)**	**(65%)**
Internal Service Fund Allocations	275,135	275,135	263,489	262,396	**(1,093)**	**0%**
Capital Outlay	-	-	9,225	-	**(9,225)**	**(100%)**
TOTAL	**775,625**	**765,194**	**849,086**	**811,454**	**(37,632)**	**(4%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	775,426	765,194	820,679	811,454	**(9,225)**	**(1%)**
Intergovernmental Grants	199	-	28,407	-	**(28,407)**	**(100%)**
TOTAL	**775,625**	**765,194**	**849,086**	**811,454**	**(37,632)**	**(4%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	599,130	720,123	720,123	767,452	**47,329**	**7%**
Maintenance & Operations	19,191	27,641	27,641	27,641	**-**	**0%**
Internal Service Fund Allocations	340,172	340,172	304,724	303,085	**(1,639)**	**(1%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**958,493**	**1,087,936**	**1,052,488**	**1,098,178**	**45,690**	**4%**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	734,505	840,150	816,100	873,425	**57,325**	**7%**
Solid Waste	223,988	247,786	236,388	224,753	**(11,635)**	**(5%)**
TOTAL	**958,493**	**1,087,936**	**1,052,488**	**1,098,178**	**45,690**	**4%**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	11,168,553	10,937,686	10,941,850	10,983,002	**41,152**	**0%**
Maintenance & Operations	215,007	342,300	359,679	363,700	**4,021**	**1%**
Internal Service Fund Allocations	2,147,621	2,147,621	2,048,302	2,017,164	**(31,138)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**13,531,181**	**13,427,607**	**13,349,831**	**13,363,866**	**14,035**	**0%**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	11,810,837	11,711,718	11,620,353	11,651,437	**31,084**	**0%**
Intergovernmental Grants	53,721	48,000	63,321	48,000	**(15,321)**	**(24%)**
Disaster Recovery	10,427	-	-	-	**-**	**0%**
Harbor Tidelands	1,569,070	1,667,889	1,666,157	1,643,429	**(22,728)**	**(1%)**
Self-Insurance Program	87,126	-	-	21,000	**21,000**	**n/a**
TOTAL	**13,531,181**	**13,427,607**	**13,349,831**	**13,363,866**	**14,035**	**0%**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	271,066	354,552	352,552	368,349	**15,797**	**4%**
Maintenance & Operations	34,790	42,270	48,020	42,270	**(5,750)**	**(12%)**
Internal Service Fund Allocations	329,806	329,806	325,081	324,535	**(546)**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**635,662**	**726,628**	**725,653**	**735,154**	**9,501**	**1%**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	611,796	709,568	708,593	718,094	**9,501**	**1%**
Disaster Recovery	23,866	17,060	17,060	17,060	**-**	**0%**
TOTAL	**635,662**	**726,628**	**725,653**	**735,154**	**9,501**	**1%**

FIRE

Core Service Activities

Adopted	**FY 2011-12**	**(75%)**	**Total Staff Hours:**	**98,280**
Adopted	**FY 2012-13**	**(75%)**	**Total Staff Hours:**	**98,280**

Fire Administration

- Direct the day-to-day administration of the Fire Department.
- Provide leadership and direction to 63 full-time employees.
- Prepare, submit and manage the annual Fire Department budget.
- Develop an emergency response policy that continually improves public safety and is consistent with Federal, State and County mandates.
- 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 Community Emergency Response Team (CERT).
- Collaborate with the Asst. City Manager regarding employee relations.

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 implement department specialized training mandates.
- Respond to approximately 5,475 reported 9-1-1 incidents to include: approximately 70-75 active fires, 1,300 non-fire and marine related incidents and 4,100 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 Public Safety Commission meetings as required.

Fire Prevention

- Supervise all activities and personnel assigned to the Fire Prevention Division.
- Conduct 5,400 to 5,600 annual B-Occupancy and Fire Permit inspections.
- Conduct life-safety occupancy overcrowding inspections during nighttime hours in all permitted nightclubs and Assembly occupancies.
- Ensure fire code compliance of approximately 1,100 to 1,300 documented violations within sixty (60) days of issuance.
- Conduct comprehensive investigation(s) and witness interviews in all suspected arson and hazardous materials related incidents.
- Complete approximately 255-fire sprinkler and fire alarm plan reviews within 10 days of submittal and perform required field inspections.
- Conduct 119 hazardous materials disclosure inspections and update approximately 57 disclosure records and emergency response plans.
- Conduct 12 public education school programs and participate in RUHS Career Day.

FIRE

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 Educator.
- Attend monthly Area G Disaster Preparedness meetings to continually update the City's Emergency Operation Center response protocols.
- Update the City's Hazard Mitigation Plan to include a "Fish-Kill" and Special Hazard Response plans for the harbor and waterfront area.
- 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.
- Provide continuing education training to the Department heads for the Emergency Operations Center (EOC).
- Conduct monthly meetings for the Emergency Preparedness Committee at City Hall.

Harbor Patrol

- Respond to all fire, medical, and marine related emergencies within the designated Harbor area.
- Respond to approximately 9 requests for mutual aid assistance with the Coast Guard and neighboring harbors.
- 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 two 40-hour boating and safety classes to the public.
- Conduct 2 extended marina patrols totaling 1,500 hours.
- Attend all Harbor Commission meetings as required.

Key Projects and Assignments

Adopted FY 2011-12 (15%) Total Staff Hours: 19,656
Adopted FY 2012-13 (15%) Total Staff Hours: 19,656

	Hours
Complete the transition plan to occupy and begin emergency operations from the new Harbor Patrol facility by July 2012.	2775
Coordinate with the City Engineering and Building Services and Harbor, Business and Transit Departments on the implementation of 31 Moorings inside the main channel of King Harbor marina by September 2012.	2200
Continue training to all City department heads on the specific operations of the Emergency Operations Center by June 2013.	1500
Administer a Beach Cities Health District $48,000 grant for medical equipment upgrades and personnel medical training by December 2012.	1100

FIRE

▪ Conduct 2 Fire Department sponsored CERT programs by June 2013.	3771
▪ Coordinate with City staff the 2012 Fourth of July Fireworks Event by July 2012.	1050
▪ Coordinate the filming and special effects of all television and motion picture filming in the City by June 2013.	1300
▪ Respond to all wildland disaster fires within the greater Los Angeles, Orange, and San Bernardino counties upon request by June 2013.	1600
▪ Complete the recruitment and training of 3 to 6 new Firefighters and Paramedics for fire suppression and emergency medical response in the City by August 2012.	3100
▪ Participate in the City Wide Disaster Drill in cooperation with the County of Los Angeles and So. Cal Edison to exercise current City policies and procedures by March 2013.	600
▪ Update the City's Tsunami response plan by December 2012.	330
▪ Develop a formalized Fish-Kill response plan by December 2012.	330

Customer Service and Referrals

Adopted FY 2012-13 (10%) Total Staff Hours: 13,104

Adopted FY 2012-13 (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.

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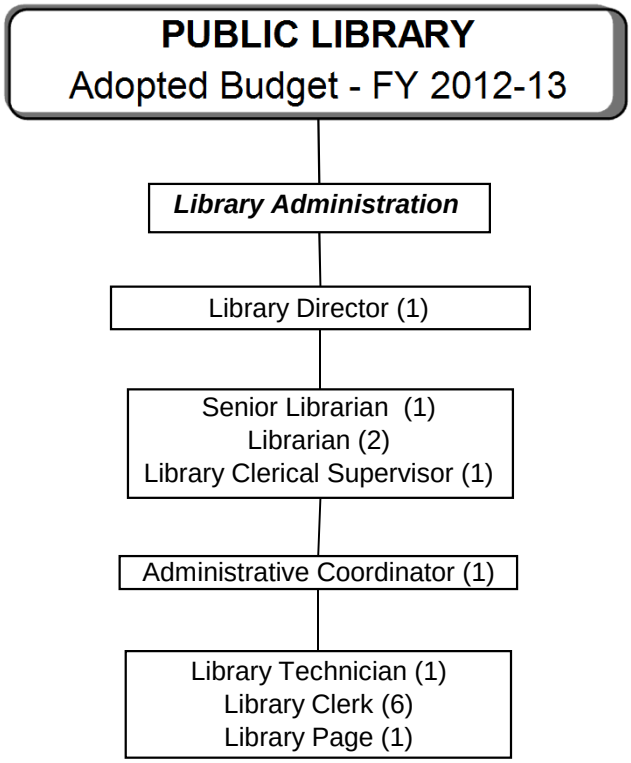
PUBLIC LIBRARY

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 2012-13
Library Administration
Library Director (1)
Senior Librarian (1)
Librarian (2)
Library Clerical Supervisor (1)
Administrative Coordinator (1)
Library Technician (1)
Library Clerk (6)
Library Page (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

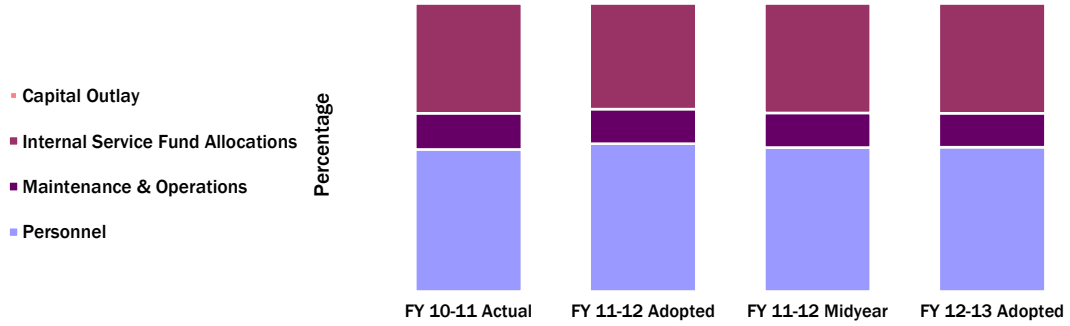
PUBLIC LIBRARY

1.00	Library Director
1.00	Senior Librarian
2.00	Librarian
1.00	Library Clerical Supervisor
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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,653,463	1,787,079	1,787,325	1,773,995	**(13,330)**	**(1%)**
Maintenance & Operations	416,937	414,634	427,714	414,634	**(13,080)**	**(3%)**
Internal Service Fund Allocations	1,275,009	1,275,009	1,354,988	1,347,340	**(7,648)**	**(1%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,345,409**	**3,476,722**	**3,570,027**	**3,535,969**	**(34,058)**	**(1%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	3,345,409	3,476,722	3,570,027	3,535,969	**(34,058)**	**(1%)**
TOTAL	**3,345,409**	**3,476,722**	**3,570,027**	**3,535,969**	**(34,058)**	**(1%)**

PUBLIC LIBRARY

Core Service Activities

Adopted FY 2011-12 (96%) Total Staff Hours: 28,000
Adopted FY 2012-13 (96%) Total Staff Hours: 25,960

- 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. 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 62,000 cardholders.
- Serve approximately 435,000 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.
- Maintain the Library's participation in the Southern California Digital Library to provide downloadable media services with an annual circulation of 8,000 eBooks and/or eAudiobooks.
- Conduct 6 6-session story time programs at the Main Library and at the North Branch.
- Conduct programs for children, teens, and adults with a monthly average of 8 at the Main Library and 2 at the North Branch.

Key Projects and Assignments

Adopted FY 2011-12 (2%) Total Staff Hours: 470
Adopted FY 2012-13 (2%) Total Staff Hours: 540

	Hours
▪ Conduct children, teen, and adult summer reading programs for approximately 2,000 participants by September 2012.	540

Customer Service and Referrals

Adopted FY 2011-12 (2%) Total Staff Hours: 650
Adopted FY 2012-13 (2%) Total Staff Hours: 540

- 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.

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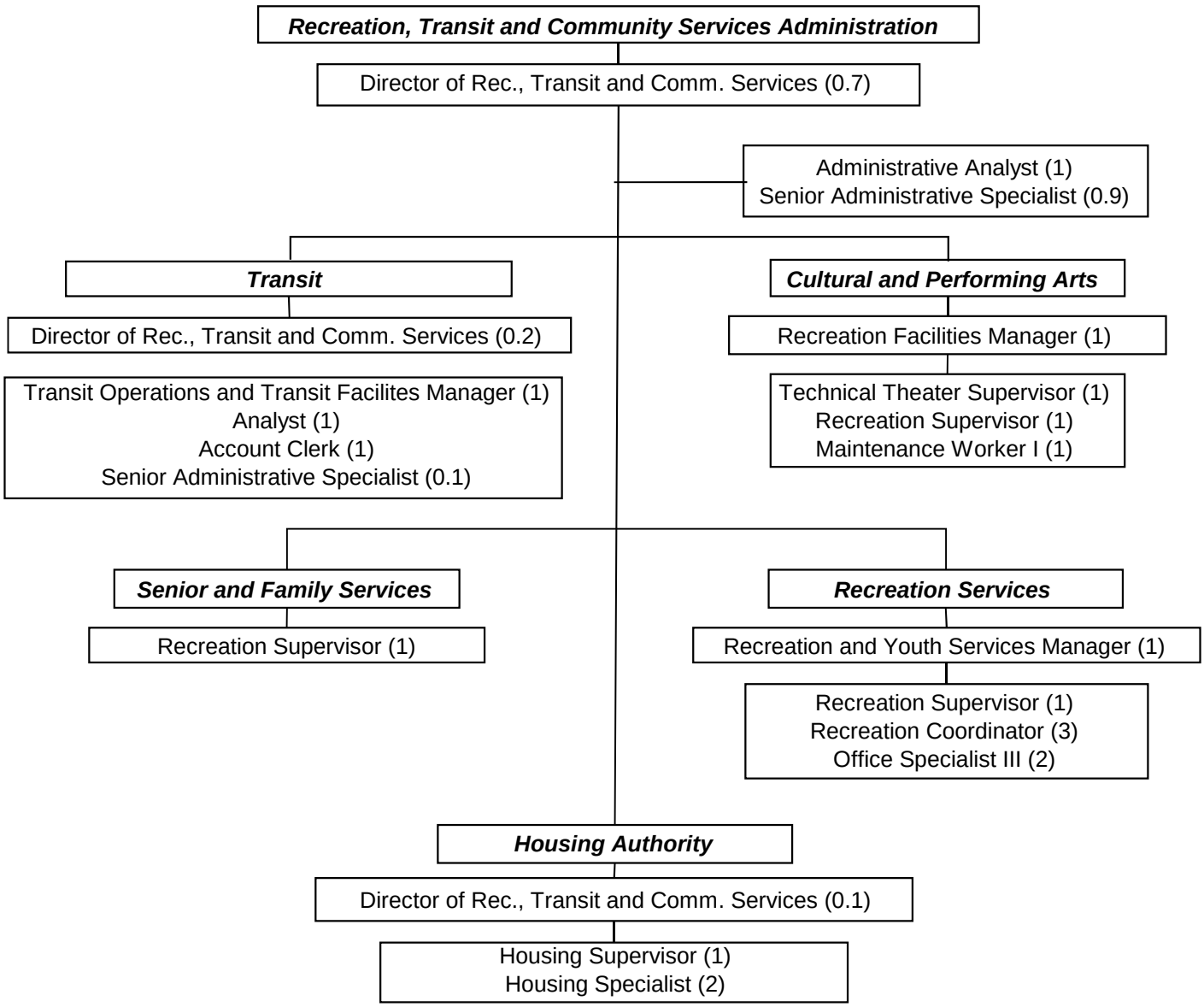
RECREATION, TRANSIT AND COMMUNITY SERVICES

Mission Statement: *The Recreation, Transit and Community Services Department is committed to enhancing the quality of life for Redondo Beach residents and visitors through high-quality, customer-oriented programs in the areas of recreation and cultural affairs, senior and family services, housing and public transportation.*

RECREATION, TRANSIT AND COMMUNITY SERVICES
Adopted Budget - FY 2012-13



SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

RECREATION, TRANSIT AND COMMUNITY SERVICES

Administration

0.70	Director of Rec., Transit and Comm. Services
1.00	Administrative Analyst
0.90	Senior Administrative Specialist
2.60	

Housing Authority

0.10	Director of Rec., Transit and Comm. Services
1.00	Housing Supervisor
2.00	Housing Specialist
3.10	

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	

Transit

0.20	Director of Rec., Transit and Comm. Services
1.00	Transit Operations and Transit Facilites Manager
1.00	Analyst
1.00	Account Clerk
0.10	Senior Administrative Specialist
3.30	

Recreation Services

1.00	Recreation and Youth Services Manager
1.00	Recreation Supervisor
3.00	Recreation Coordinator
2.00	Office Specialist III
7.00	

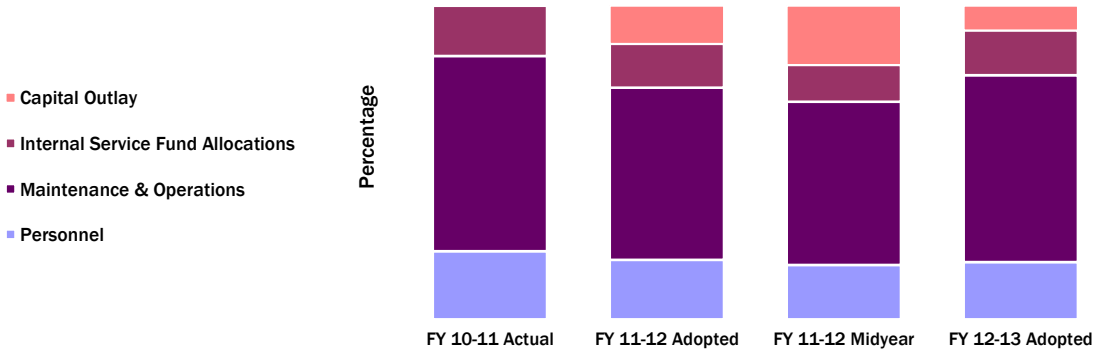
Senior and Family Services

1.00	Recreation Supervisor
1.00	

TOTAL PERSONNEL: 21.00

RECREATION, TRANSIT AND COMMUNITY SERVICES

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	3,570,712	3,576,046	3,575,590	3,061,270	**(514,320)**	**(14%)**
Maintenance & Operations	10,196,381	10,344,492	10,769,412	9,982,022	**(787,390)**	**(7%)**
Internal Service Fund Allocations	2,624,181	2,624,181	2,407,296	2,392,983	**(14,313)**	**(1%)**
Capital Outlay	-	2,282,200	3,902,297	1,305,000	**(2,597,297)**	**(67%)**
TOTAL	**16,391,274**	**18,826,919**	**20,654,595**	**16,741,275**	**(3,913,320)**	**(19%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	5,461,619	5,102,222	5,193,167	5,240,849	**47,682**	**1%**
Proposition C	661	661	535	535	**-**	**0%**
Transit	3,102,331	3,643,449	3,818,415	3,717,496	**(100,919)**	**(3%)**
Air Quality Improvement	71,569	231,400	231,014	65,314	**(165,700)**	**(72%)**
Intergovernmental Grants	38,280	1,845,760	3,343,108	1,049,334	**(2,293,774)**	**(69%)**
Community Develop Block Grant	330,432	379,266	425,440	143,219	**(282,221)**	**(66%)**
Housing Authority	6,521,895	6,128,360	6,155,299	6,065,130	**(90,169)**	**(1%)**
Harbor Tidelands	422,371	515,402	541,045	459,398	**(81,647)**	**(15%)**
Harbor Uplands	-	23,550	23,550	-	**(23,550)**	**(100%)**
Redevelopment Agency	442,116	956,849	923,022	-	**(923,022)**	**(100%)**
TOTAL	**16,391,274**	**18,826,919**	**20,654,595**	**16,741,275**	**(3,913,320)**	**(19%)**

RECREATION, TRANSIT 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, Transit, Housing Authority, and Community Development Block Grant Divisions - - cumulatively comprised of 22 full-time positions, approximately 142 part-time positions, and numerous contract employees providing high quality, cost effective programs and service to enhance the quality of the liffe of Redondo Beach residents and visitors.

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	373,499	285,592	319,524	331,704	**12,180**	**4%**
Maintenance & Operations	76,453	83,634	122,024	83,634	**(38,390)**	**(31%)**
Internal Service Fund Allocations	76,789	76,789	63,128	61,489	**(1,639)**	**(3%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**526,741**	**446,015**	**504,676**	**476,827**	**(27,849)**	**(6%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	526,741	346,837	457,576	476,827	**19,251**	**4%**
Harbor Tidelands	-	23,550	23,550	-	**(23,550)**	**(100%)**
Harbor Uplands	-	23,550	23,550	-	**(23,550)**	**(100%)**
Redevelopment Agency	-	52,078	-	-	**-**	**0%**
TOTAL	**526,741**	**446,015**	**504,676**	**476,827**	**(27,849)**	**(6%)**

RECREATION, TRANSIT AND COMMUNITY SERVICES

RECREATION SERVICES

Purpose: To manage the operation of the Alta Vista Tennis Complex, Aviation Park gymnasium and track and field, Wilderness Park, Artesia Center, Senior Centers, Veteran's Park Community Center, Teen Center, Seaside Lagoon, the After-School and Summer Camp Playground programs, Breakwater Camp and adult sports leagues, and to 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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,342,618	1,287,863	1,310,765	1,266,351	**(44,414)**	**(3%)**
Maintenance & Operations	1,009,564	840,641	925,466	880,941	**(44,525)**	**(5%)**
Internal Service Fund Allocations	1,228,731	1,228,731	1,173,220	1,169,014	**(4,206)**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,580,913**	**3,357,235**	**3,409,451**	**3,316,306**	**(93,145)**	**(3%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	3,132,489	2,865,383	2,871,956	2,856,908	**(15,048)**	**(1%)**
Intergovernmental Grants	26,053	-	20,000	-	**(20,000)**	**(100%)**
Harbor Tidelands	422,371	491,852	517,495	459,398	**(58,097)**	**(11%)**
TOTAL	**3,580,913**	**3,357,235**	**3,409,451**	**3,316,306**	**(93,145)**	**(3%)**

RECREATION, TRANSIT 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 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 and Path of History programs, 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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	597,058	580,691	580,027	586,261	**6,234**	**1%**
Maintenance & Operations	82,168	168,032	203,982	167,178	**(36,804)**	**(18%)**
Internal Service Fund Allocations	663,399	663,399	607,764	605,579	**(2,185)**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,342,625**	**1,412,122**	**1,391,773**	**1,359,018**	**(32,755)**	**(2%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	1,342,625	1,412,122	1,391,773	1,359,018	**(32,755)**	**(2%)**
TOTAL	**1,342,625**	**1,412,122**	**1,391,773**	**1,359,018**	**(32,755)**	**(2%)**

RECREATION, TRANSIT 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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	182,993	175,150	175,150	184,774	**9,624**	**5%**
Maintenance & Operations	58,156	80,520	81,870	66,520	**(15,350)**	**(19%)**
Internal Service Fund Allocations	207,639	207,639	193,691	193,145	**(546)**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**448,788**	**463,309**	**450,711**	**444,439**	**(6,272)**	**(1%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	448,788	463,309	450,711	444,439	**(6,272)**	**(1%)**
TOTAL	**448,788**	**463,309**	**450,711**	**444,439**	**(6,272)**	**(1%)**

RECREATION, TRANSIT AND COMMUNITY SERVICES

HOUSING AUTHORITY

Purpose: To provide rent subsidies to low income individuals and families so they may reside in affordable, decent, safe and sanitary housing, and to direct interested members of the public to the City's contract fair housing agency so that the City's renters and property managers may receive information and assistance pertaining to landlord/tenant laws, ultimately improving the City's attractiveness and livability of neighborhoods.

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	433,754	558,547	524,615	290,680	**(233,935)**	**(45%)**
Maintenance & Operations	6,099,449	5,627,800	5,685,255	5,627,800	**(57,455)**	**(1%)**
Internal Service Fund Allocations	133,268	133,268	149,382	146,650	**(2,732)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**6,666,471**	**6,319,615**	**6,359,252**	**6,065,130**	**(294,122)**	**(5%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Housing Authority	6,521,895	6,128,360	6,155,299	6,065,130	**(90,169)**	**(1%)**
Redevelopment Agency	144,576	191,255	203,953	-	**(203,953)**	**(100%)**
TOTAL	**6,666,471**	**6,319,615**	**6,359,252**	**6,065,130**	**(294,122)**	**(5%)**

RECREATION, TRANSIT AND COMMUNITY SERVICES

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Purpose: To provide resources and services to qualifying low income homeowners via the Mobility Access and Emergency Repair Programs, and to other individuals in need via Public Service Program funding,

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	282,952	305,335	282,642	-	**(282,642)**	**(100%)**
Maintenance & Operations	247,708	690,135	778,269	143,219	**(635,050)**	**(82%)**
Internal Service Fund Allocations	97,312	97,312	90,760	89,503	**(1,257)**	**(1%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**627,972**	**1,092,782**	**1,151,671**	**232,722**	**(918,949)**	**(80%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	-	-	7,162	89,503	**82,341**	**1150%**
Community Develop Block Grant	330,432	379,266	425,440	143,219	**(282,221)**	**(66%)**
Redevelopment Agency	297,540	713,516	719,069	-	**(719,069)**	**(100%)**
TOTAL	**627,972**	**1,092,782**	**1,151,671**	**232,722**	**(918,949)**	**(80%)**

RECREATION, TRANSIT AND COMMUNITY SERVICES

TRANSIT

Purpose: To provide safe, efficient and cost effective transportation programs to Redondo Beach residents and visitors, and to promote environmentally-friendly, congestion-mitigating transportation alternatives to enhance the quality of life in the region. To plan, organize and administer the City's Taxi Franchise, Beach Cities Transit and WAVE Dial-A-Ride services, Air Quality Management District improvement programs, Bus Pass Subsidy Program and the Employee Rideshare Program.

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	357,838	382,868	382,867	401,500	**18,633**	**5%**
Maintenance & Operations	2,622,883	2,853,730	2,972,546	3,012,730	**40,184**	**1%**
Internal Service Fund Allocations	217,043	217,043	129,351	127,603	**(1,748)**	**(1%)**
Capital Outlay	-	2,282,200	3,902,297	1,305,000	**(2,597,297)**	**(67%)**
TOTAL	**3,197,764**	**5,735,841**	**7,387,061**	**4,846,833**	**(2,540,228)**	**(34%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	10,976	14,571	13,989	14,154	**165**	**1%**
Proposition C	661	661	535	535	**-**	**0%**
Transit	3,102,331	3,643,449	3,818,415	3,717,496	**(100,919)**	**(3%)**
Air Quality Improvement	71,569	231,400	231,014	65,314	**(165,700)**	**(72%)**
Intergovernmental Grants	12,227	1,845,760	3,323,108	1,049,334	**(2,273,774)**	**(68%)**
TOTAL	**3,197,764**	**5,735,841**	**7,387,061**	**4,846,833**	**(2,540,228)**	**(34%)**

RECREATION, TRANSIT AND COMMUNITY SERVICES

Core Service Activities

Adopted FY 2011-12 (94%) Total Staff Hours: 44,845
Adopted FY 2012-13 (91%) Total Staff Hours: 41,850

General

- Provide staff liaisons to the Redondo Beach Housing Authority, the Recreation and Parks, Historical, Youth, and Public Art Commissions.
- Implement Vitality City principles and practices throughout the department's services and program offerings.
- Coordinate review of Signature Events (Super Bowl 10K Run/Walk, Lobster Festival, Spring Fest Carnival, Riviera Village Summer Festival, Riviera Village Holiday Stroll, the Fourth of July Fireworks) and evaluate/review other special event applications on a case by case basis throughout the year.
- Produce quarterly City newsletters/program brochures that are high quality and informative.
- Produce a monthly E-Zine highlighting the Recreation and Community Services Department's upcoming events and activities and send it to our established resident database.

Recreation

- Operate 17 community recreation and cultural facilities.
- Provide recreation programs, camps, and classes to 12,000 registered youth and adult participants.
- Operate an after school program that serves 320 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.

Senior and Family Services

- Plan and organize senior programs and services (including an annual Health Fair) 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.

RECREATION, TRANSIT AND COMMUNITY SERVICES

Cultural and Performing Arts

- Manage the Redondo Beach Performing Arts Center and serve 57 clients who lease the facility for 271 days each year and provide 180 performances, presentations, and/or meetings hosting 500,000 clients and patrons per year.
- Host 12 visual art exhibitions at the Redondo Beach Performing Arts Center.
- Continue to evaluate potential corporate and individual naming rights/sponsorship agreements for the 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.
- Administer the Thursday Farmers Market and coordinate 34 vendors per week.
- Manage the City's Path of History Program.
- Coordinate the annual Memorial Day and Veterans Day Ceremonies with community based organizations.

Housing

- Administer the City's Section 8 Housing program and provide rental assistance to approximately 545 households each month.
- Provide timely reports to the U.S. Department of Housing and Urban Development in fulfillment of applicable federal regulations.
- Direct interested members of the public to the City's contracted fair housing agency for issues involving landlord/tenant laws.

Community Development Block Grant (CDBG)

- Manage consultant contract for CDBG mobility access and emergency repair projects for 15 low-income homeowners.
- Coordinate the annual Public Service Agency Funding Program.
- Prepare annual CDBG Action Plan.

RECREATION, TRANSIT AND COMMUNITY SERVICES

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 in annual revenue.
- Manage and implement programs related to Federal Transit Administration regulations.
- 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, brochures and public information, and periodically include articles in the quarterly City newsletter providing public transit information.
- 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 6 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.

Key Projects and Assignments

Adopted FY 2011-12 (4%) Total Staff Hours: 2,000
Adopted FY 2012-13 (7%) Total Staff Hours: 2,990

	Hours
▪ Implement the professional service contract to administer CDBG funded programs during FY 2012-13.	50
▪ Continue to update the Recreation User Pay and Senior Services programs to align offerings with contemporary participant interests by October 2012.	100
▪ Work with Beach Cities Health District to implement Phase 2 of the Blue Zones Vitality Cities Program by June 2013.	100
▪ Issue RFP and conduct negotiations leading to a multi-year concession contract for operation of the Veterans Park Community Center by January 2013.	150
▪ Assist with coordination of the Events Plaza project at Veterans Park working with Leadership Redondo and the Engineering Department by June 2013.	150

RECREATION, TRANSIT AND COMMUNITY SERVICES

▪ 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 September 2012.	40
▪ Complete the Public Art Location Plan and present to the City Council by July 2012.	40
▪ Coordinate the capital projects for park, recreation, and cultural facilities that receive FY 2012-13 appropriations and/or volunteer funding and support by June 2013.	250
▪ Working with the Public Works Department and interns, develop draft master plans for Veterans Park and Perry Park by October 2012.	150
▪ Complete analysis and implement the physical relocation of all or part of transit staff to RCS offices at 1922 Artesia Boulevard by August 2012.	80
▪ Evaluate current method of sales/distribution of Metro and BCT bus passes and WAVE applications by September 1, 2012.	80
▪ Collaborate with Engineering and Public Works to initiate Transit-related Capital Improvement Projects by June 2013 and complete within specified project duration.	180
▪ Coordinate and perform project and financial management of transit center construction.	200
▪ Prepare and issue Request for Proposals for transit center security services by October 2012, and implement new services by June 2013.	150
▪ Oversee and assist with the completion of annual AQMD Ridership reports by October 2012 and annual AQMD AB2766 fund reports by February 2013.	200
▪ 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 2013.	350
▪ Purchase 3 replacement buses for fixed route services by December 2012.	120
▪ Coordinate and implement BCT service changes by August 2012.	200
▪ Coordinate and implement BCT bus annunciator systems on fixed route buses by August 2012.	100
▪ Develop and coordinate installation of new BCT regional transit maps and bus signage by October 2012.	200
▪ Consider implementation of taxi franchise regulation changes by June 2013.	100

RECREATION, TRANSIT AND COMMUNITY SERVICES

Customer Service and Referrals

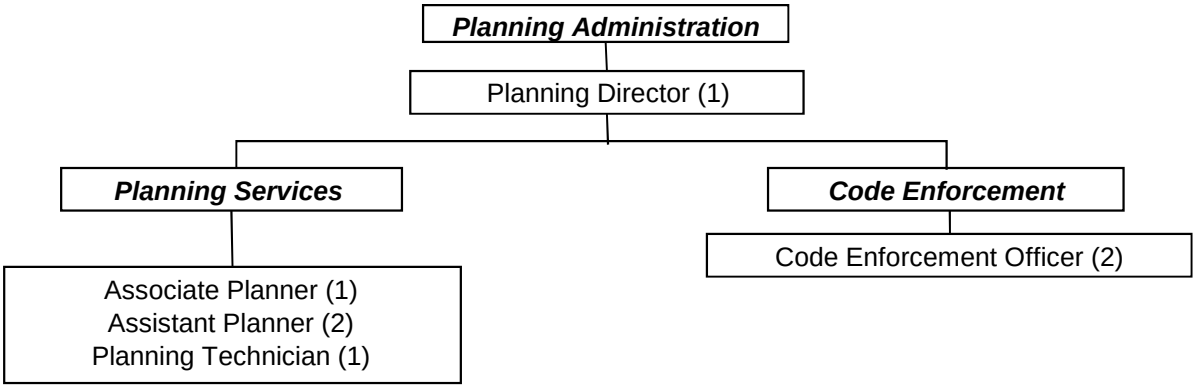
Adopted FY 2011-12 (2%) Total Staff Hours: 995
Adopted FY 2012-13 (2%) Total Staff Hours: 920

- 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
- 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 Transit staff, including customer service skills, and BCT scheduling and webpage mapping systems.
- Respond within 24 hours to transportation-related customer service inquiries; verify contractors' responses to inquiries, as applicable.
- Process and return BCT and WAVE applications from the public within 10 business days.

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 2012-13



SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

PLANNING

Planning Services

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

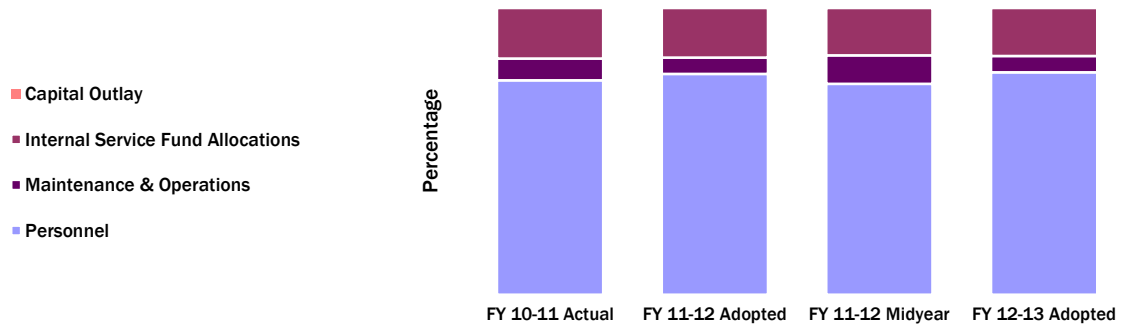
Code Enforcement

2.00	Code Enforcement Officer
2.00	

TOTAL PERSONNEL: 7.00

PLANNING

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	718,271	751,131	751,132	763,294	**12,162**	**2%**
Maintenance & Operations	73,565	55,479	101,900	55,479	**(46,421)**	**(46%)**
Internal Service Fund Allocations	169,876	169,876	169,593	165,758	**(3,835)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**961,712**	**976,486**	**1,022,625**	**984,531**	**(38,094)**	**(4%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	932,341	976,486	1,012,462	984,531	**(27,931)**	**(3%)**
Harbor Tidelands	12,711	-	4,398	-	**(4,398)**	**(100%)**
Harbor Uplands	13,843	-	4,790	-	**(4,790)**	**(100%)**
Redevelopment Agency	2,817	-	975	-	**(975)**	**(100%)**
TOTAL	**961,712**	**976,486**	**1,022,625**	**984,531**	**(38,094)**	**(4%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	643,538	650,788	650,789	666,234	**15,445**	**2%**
Maintenance & Operations	69,902	48,903	95,324	48,903	**(46,421)**	**(49%)**
Internal Service Fund Allocations	142,220	142,220	141,819	138,541	**(3,278)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**855,660**	**841,911**	**887,932**	**853,678**	**(34,254)**	**(4%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	826,289	841,911	877,769	853,678	**(24,091)**	**(3%)**
Harbor Tidelands	12,711	-	4,398	-	**(4,398)**	**(100%)**
Harbor Uplands	13,843	-	4,790	-	**(4,790)**	**(100%)**
Redevelopment Agency	2,817	-	975	-	**(975)**	**(100%)**
TOTAL	**855,660**	**841,911**	**887,932**	**853,678**	**(34,254)**	**(4%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	74,733	100,343	100,343	97,060	**(3,283)**	**(3%)**
Maintenance & Operations	3,663	6,576	6,576	6,576	**-**	**0%**
Internal Service Fund Allocations	27,656	27,656	27,774	27,217	**(557)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**106,052**	**134,575**	**134,693**	**130,853**	**(3,840)**	**(3%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	106,052	134,575	134,693	130,853	**(3,840)**	**(3%)**
TOTAL	**106,052**	**134,575**	**134,693**	**130,853**	**(3,840)**	**(3%)**

PLANNING

Core Service Activities

Adopted FY 2011-12 (63%) Total Staff Hours: 9,191
Adopted FY 2012-13 (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 2011-12 (16%) Total Staff Hours: 2,329
Adopted FY 2012-13 (16%) Total Staff Hours: 2,329

	Hours
Prepare amendments to the Zoning Ordinance and General Plan including: Food Truck regulations, Massage Permit requirements, Vacation Rental controls, Commercial Parking options, and Temporary Use and Special Event Permit improvements and Animal Control regulations as directed by the City Council by June 2013.	929
Actively participate in all aspects of Waterfront Revitalization including land use, permitting, design review and Coastal Commission coordination by June 2013.	600
Provide assistance and actively participate in all land use and urban design aspects of Riviera Village and Artesia Boulevard Corridor revitalization by June 2013.	100
Implement policies and specific assignments resulting from a comprehensive update to the Housing and Circulation Elements of the General Plan by June 2013.	60
Complete the Zoning and Land Use Plan amendment process for the AES Power Plant site by June 2013.	540
Coordinate and participate in Vitality City Phase 2 projects by June 2013.	100

PLANNING

Customer Service and Referrals

Adopted FY 2011-12 (21%) Total Staff Hours: 3,040
Adopted FY 2012-13 (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.
- Provide a training session to improve report writing skills for appropriate staff.
- 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 2012-13

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 2012-13

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	

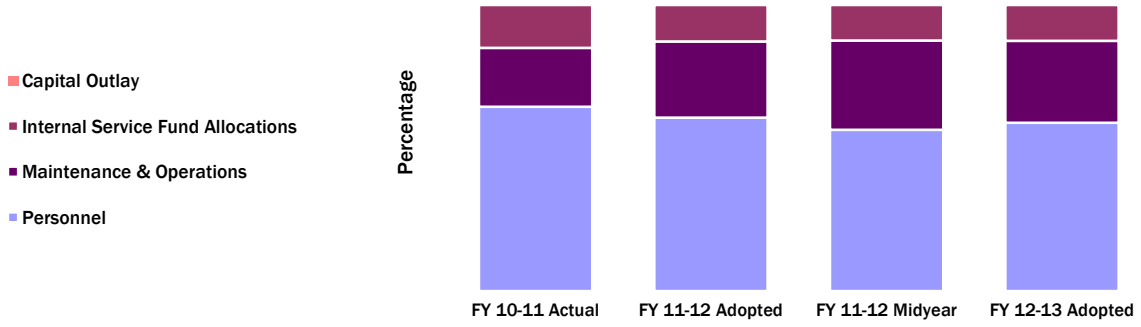
Building Services

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	2,336,761	2,572,306	2,481,237	2,507,270	**26,033**	**1%**
Maintenance & Operations	747,906	1,130,953	1,376,083	1,224,953	**(151,130)**	**(11%)**
Internal Service Fund Allocations	543,700	543,700	545,654	533,100	**(12,554)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,628,367**	**4,246,959**	**4,402,974**	**4,265,323**	**(137,651)**	**(3%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	2,645,782	2,847,572	2,987,975	2,894,507	**(93,468)**	**(3%)**
Street Landscaping & Lighting	72,637	86,944	86,425	81,009	**(5,416)**	**(6%)**
Proposition C	192	192	1,105	1,105	**-**	**0%**
Capital Projects	135,760	125,424	125,424	123,549	**(1,875)**	**(1%)**
Harbor Tidelands	35,026	5,459	12,056	6,405	**(5,651)**	**(47%)**
Harbor Uplands	5,142	5,355	5,703	5,703	**-**	**0%**
Wastewater	733,828	1,176,013	1,184,286	1,153,045	**(31,241)**	**(3%)**
TOTAL	**3,628,367**	**4,246,959**	**4,402,974**	**4,265,323**	**(137,651)**	**(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. 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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,318,781	1,341,036	1,342,589	1,402,835	**60,246**	**4%**
Maintenance & Operations	732,280	1,084,362	1,176,971	1,084,362	**(92,609)**	**(8%)**
Internal Service Fund Allocations	307,800	307,800	298,930	291,008	**(7,922)**	**(3%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**2,358,861**	**2,733,198**	**2,818,490**	**2,778,205**	**(40,285)**	**(1%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	1,376,276	1,333,811	1,403,491	1,407,389	**3,898**	**0%**
Street Landscaping & Lighting	72,637	86,944	86,425	81,009	**(5,416)**	**(6%)**
Proposition C	192	192	1,105	1,105	**-**	**0%**
Capital Projects	135,760	125,424	125,424	123,549	**(1,875)**	**(1%)**
Harbor Tidelands	35,026	5,459	12,056	6,405	**(5,651)**	**(47%)**
Harbor Uplands	5,142	5,355	5,703	5,703	**-**	**0%**
Wastewater	733,828	1,176,013	1,184,286	1,153,045	**(31,241)**	**(3%)**
TOTAL	**2,358,861**	**2,733,198**	**2,818,490**	**2,778,205**	**(40,285)**	**(1%)**

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. 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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,017,980	1,231,270	1,138,648	1,104,435	**(34,213)**	**(3%)**
Maintenance & Operations	15,626	46,591	199,112	140,591	**(58,521)**	**(29%)**
Internal Service Fund Allocations	235,900	235,900	246,724	242,092	**(4,632)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**1,269,506**	**1,513,761**	**1,584,484**	**1,487,118**	**(97,366)**	**(6%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	1,269,506	1,513,761	1,584,484	1,487,118	**(97,366)**	**(6%)**
TOTAL	**1,269,506**	**1,513,761**	**1,584,484**	**1,487,118**	**(97,366)**	**(6%)**

ENGINEERING AND BUILDING SERVICES

Core Service Activities

Adopted FY 2011-12 (63%) Total Staff Hours: 29,960
Adopted FY 2012-13 (62%) Total Staff Hours: 29,420

- 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 1 staff person on GIS annually through on-line classes.
- Create 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 20 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 9,500 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.
- Manage street landscaping and lighting assessment - $1.5 million annual revenue.
- Manage sewer assessment - $3.3 million annual revenue.
- Manage sanitary sewer rehabilitation, SCADA system repair and upgrades, and root control programs.
- Monitor Seaside Lagoon environmental and legal issues.
- Implement wet weather bacterial TMDL program.
- Update 500 records in catch basin cleaning database.
- Update 400 records in wastewater and lighting and landscaping fee database.
- Conduct 40 annual critical sources of pollution facilities inspections.
- Conduct 520 annual fats, oil, and grease facilities inspections.
- Oversee residential street rehabilitation program including pavement management survey.
- Implement safe routes to school traffic control improvements.
- Manage traffic calming program.
- Participate in region-wide storm water / NPDES coordination program.

ENGINEERING AND BUILDING SERVICES

Key Projects and Assignments

Adopted FY 2011-12 (21%) Total Staff Hours: 9,880
Adopted FY 2012-13 (22%) Total Staff Hours: 10,760

	Hours
▪ Complete land management transactions including easements and property mergers, including the Redondo Beach Unified School District property transactions and legal descriptions of the newly established council districts.	80
▪ Commence and manage construction on the following street improvement and public safety projects:	
o Regional Measure R projects by June 2013.	1540
o Residential Resurfacing by June 2013.	480
o North Redondo Beach Bikeway Lighting by March 2013.	180
o City Parking Lot Safety & ADA Improvements by December 2012.	300
o 190th Street Resurfacing – PCH to Prospect by March 2013.	300
o Harbor Drive Resurfacing by May 2013.	300
o Vitality City Phase 2 – Carnelian/PCH Improvements by June 2013.	160
o Phase II of the Bicycle Transportation Plan Implementation – Torrance Bike Lane by June 2014.	360
▪ Manage the following Harbor projects:	
o Basin II Seawall Improvements by August 2012.	240
o Pier Structures Repairs by December 2012.	240
o Pier Parking Structures Repairs by June 2013.	240
o Pier Revitalization by September 2012.	360
o Pier Fire Main Upgrade by June 2013.	240
o Galveston Wall, Phase II by April 2013.	240
o Transient Vessel Mooring by December 2012.	240
o Pier Circulation by June 2013.	300
o Pier Piles and Utilities Barrier by June 2013.	240
o Pier Railing Replacement by May 2013.	480
▪ Manage the design, bidding, and construction process for the following public improvement projects:	
o Bus Stop Amenities Phase II by March 2013.	360
o CCIP – Phase 3 Wayfinding Signage by May 2013.	160
o Kingsdale Transit Center by May 2013.	720
o Council Chamber Entry Repair by May 2013.	240
o Planning HVAC by December 2012.	240
o Veterans Park Community Center HVAC by December 2012.	300
o Library EOC Back-Up Generator by December 2012.	300

ENGINEERING AND BUILDING SERVICES

- Manage regulatory mandates, design, commence construction, and inspection on the following water quality related projects:

  - o Repair and upgrade Portofino Pump Station by June 2013. 480
  - o Repair and upgrade Rindge Pump Station by June 2013. 480
  - o Complete Sanitary Sewer Facilities Rehab Phase 10A by June 2013. 480
  - o Complete SCADA System Upgrades by June 2013. 480

Customer Service and Referrals

Adopted FY 2011-12 (16%) Total Staff Hours: 8,000
Adopted FY 2012-13 (16%) Total Staff Hours: 7,660

- 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.

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WATERFRONT AND ECONOMIC DEVELOPMENT

Mission Statement: *To improve the quality of life for residents, businesses and visitors of Redondo Beach by facilitating business development and redevelopment opportunities, and efficiently managing the City's Harbor and other properties and resources.*

WATERFRONT AND ECONOMIC DEVELOPMENT
Adopted Budget - FY 2012-13

Waterfront and Economic Development Administration

Waterfront and Economic Development Director (1)

Harbor Facilities Manager (1)

Senior Administrative Specialist (1)

SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

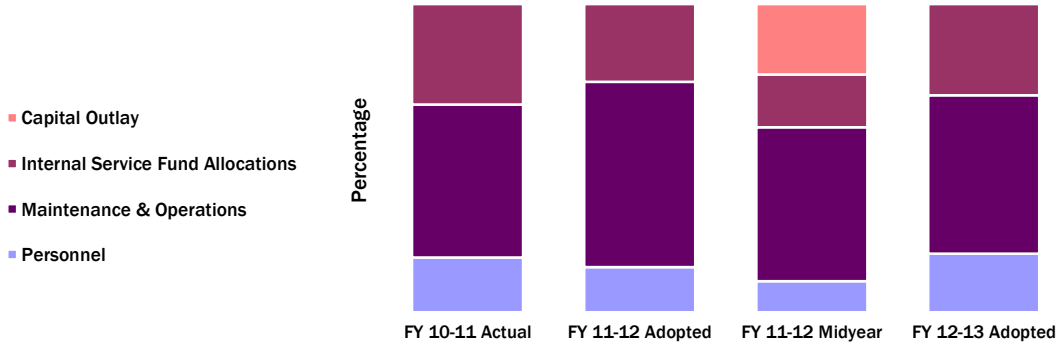
WATERFRONT AND ECONOMIC DEVELOPMENT

1.00	Waterfront and Economic Development Director
1.00	Harbor Facilities Manager
1.00	Senior Administrative Specialist
3.00	

TOTAL PERSONNEL: 3.00

WATERFRONT AND ECONOMIC DEVELOPMENT

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	383,313	406,660	406,661	446,066	**39,405**	**10%**
Maintenance & Operations	1,069,415	1,676,341	2,024,906	1,211,064	**(813,842)**	**(40%)**
Internal Service Fund Allocations	702,975	702,975	697,082	695,552	**(1,530)**	**0%**
Capital Outlay	-	-	925,000	-	**(925,000)**	**(100%)**
TOTAL	**2,155,703**	**2,785,976**	**4,053,649**	**2,352,682**	**(1,700,967)**	**(42%)**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	56,547	154,451	271,236	280,181	**8,945**	**3%**
Harbor Tidelands	789,289	1,133,598	1,305,152	1,134,836	**(170,316)**	**(13%)**
Harbor Uplands	893,072	1,078,124	2,232,074	899,376	**(1,332,698)**	**(60%)**
Redevelopment Agency	377,246	369,719	206,898	38,289	**(168,609)**	**(81%)**
Community Financing Authority	39,549	50,084	38,289	-	**(38,289)**	**(100%)**
TOTAL	**2,155,703**	**2,785,976**	**4,053,649**	**2,352,682**	**(1,700,967)**	**(42%)**

WATERFRONT AND ECONOMIC DEVELOPMENT

WATERFRONT

Purpose: The Waterfront 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 Waterfront 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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	211,474	291,586	291,587	441,679	**150,092**	**51%**
Maintenance & Operations	946,467	1,395,716	1,764,655	1,037,533	**(727,122)**	**(41%)**
Internal Service Fund Allocations	524,420	524,420	555,984	555,000	**(984)**	**0%**
Capital Outlay	-	-	925,000	-	**(925,000)**	**(100%)**
TOTAL	**1,682,361**	**2,211,722**	**3,537,226**	**2,034,212**	**(1,503,014)**	**(42%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Harbor Tidelands	789,289	1,133,598	1,305,152	1,134,836	**(170,316)**	**(13%)**
Harbor Uplands	893,072	1,078,124	2,232,074	899,376	**(1,332,698)**	**(60%)**
TOTAL	**1,682,361**	**2,211,722**	**3,537,226**	**2,034,212**	**(1,503,014)**	**(42%)**

WATERFRONT AND ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT

Purpose: The Economic 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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	171,839	115,074	115,074	4,387	**(110,687)**	**(96%)**
Maintenance & Operations	122,948	280,625	260,251	173,531	**(86,720)**	**(33%)**
Internal Service Fund Allocations	178,555	178,555	141,098	140,552	**(546)**	**0%**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**473,342**	**574,254**	**516,423**	**318,470**	**(197,953)**	**(38%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	56,547	154,451	271,236	280,181	**8,945**	**3%**
Redevelopment Agency	377,246	369,719	206,898	38,289	**(168,609)**	**(81%)**
Community Financing Authority	39,549	50,084	38,289	-	**(38,289)**	**(100%)**
TOTAL	**473,342**	**574,254**	**516,423**	**318,470**	**(197,953)**	**(38%)**

WATERFRONT AND ECONOMIC DEVELOPMENT

Core Service Activities

Adopted FY 2011-12 (62%) Total Staff Hours: 7,751
Adopted FY 2012-13 (35%) Total Staff Hours: 4,662

Waterfront

- Monitor City operations within King Harbor: 1400 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 direct leases between the City and private businesses.
- Monitor and coordinate efforts between Police, Fire, Recreation, Transit 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 10 subleases or amendments and 1 master lease assignment or amendment for consideration by Council.
- Monitor use of 20 storage spaces at the Pier.
- Evaluate and negotiate approximately 10 lease and sublease 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.
- Oversee waterfront property manager operations, including billing, collection, reporting of rents, storage fees, and sanitation district fees as well as maintenance for waterfront leaseholds.
- Compile and transmit base data for dues calculations to the lessee associations in the Harbor Enterprise (Pier Association and King Harbor Association).
- As a member of the Pier Association and King Harbor Association, take a leadership role 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.
- Engage and support Vitality City Initiative.

WATERFRONT AND ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT

- Maintain and update Business Development Division web pages.
- Provide support and assistance to multiple city business organizations.
- Manage Riviera Village Business Improvement District contracts and billing, 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 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.

RDA/PFA/CFA

- Oversee regular payments and refunds into and out of RDA/PFA/CFA accounts related to waterfront real estate finance and property management activities

Key Projects and Assignments

Adopted FY 2011-12 (29%) Total Staff Hours: 3,670
Adopted FY 2012-13 (55%) Total Staff Hours: 7,327

	Hours
Manage audits of 8 leaseholds by June 2013.	590
Complete implementation of new parking structure multi-space meter roll out by July 2012.	690
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 2012.	630
Collaborate with Engineering and Public Works to initiate Capital Improvement Projects by June 2013 and complete within specified project duration.	520
Develop updated financial models – *cash flows* - of revenues and expenditures of the Harbor Tidelands and Harbor Uplands Funds by April 2013.	520
Oversee the implementation of a master plan for Mole B and coordinate requisite lease line adjustments and agreements through June 2013.	570
Continue implementation of comprehensive marketing program for waterfront through June 2013.	570
Develop a lease maintenance oversight program with resources from the Planning Department's Code Enforcement Division by December 2012.	450
Continue implementation of Waterfront Asset Management Plan, including property acquisition, developer solicitation and selection through June 2013.	1750
Complete Pier common area improvement project by July 2012.	520
Evaluate and develop proposal for contract management database software program by July 2012.	520

WATERFRONT AND ECONOMIC DEVELOPMENT

Customer Service and Referrals

Adopted FY 2011-12 (9%) Total Staff Hours: 1,059
Adopted FY 2012-13 (10%) Total Staff Hours: 1,332

- 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 1 business day to public inquiries and/or complaints related to Pier/Harbor activities.
- Respond to approximately 20 phone calls each month for information concerning the Pier, Boardwalk or Harbor areas.
- Respond to approximately 10 visitors at public counters each month for information concerning Pier Entertainer permits, film permits and Boat Hoist Coupon books.

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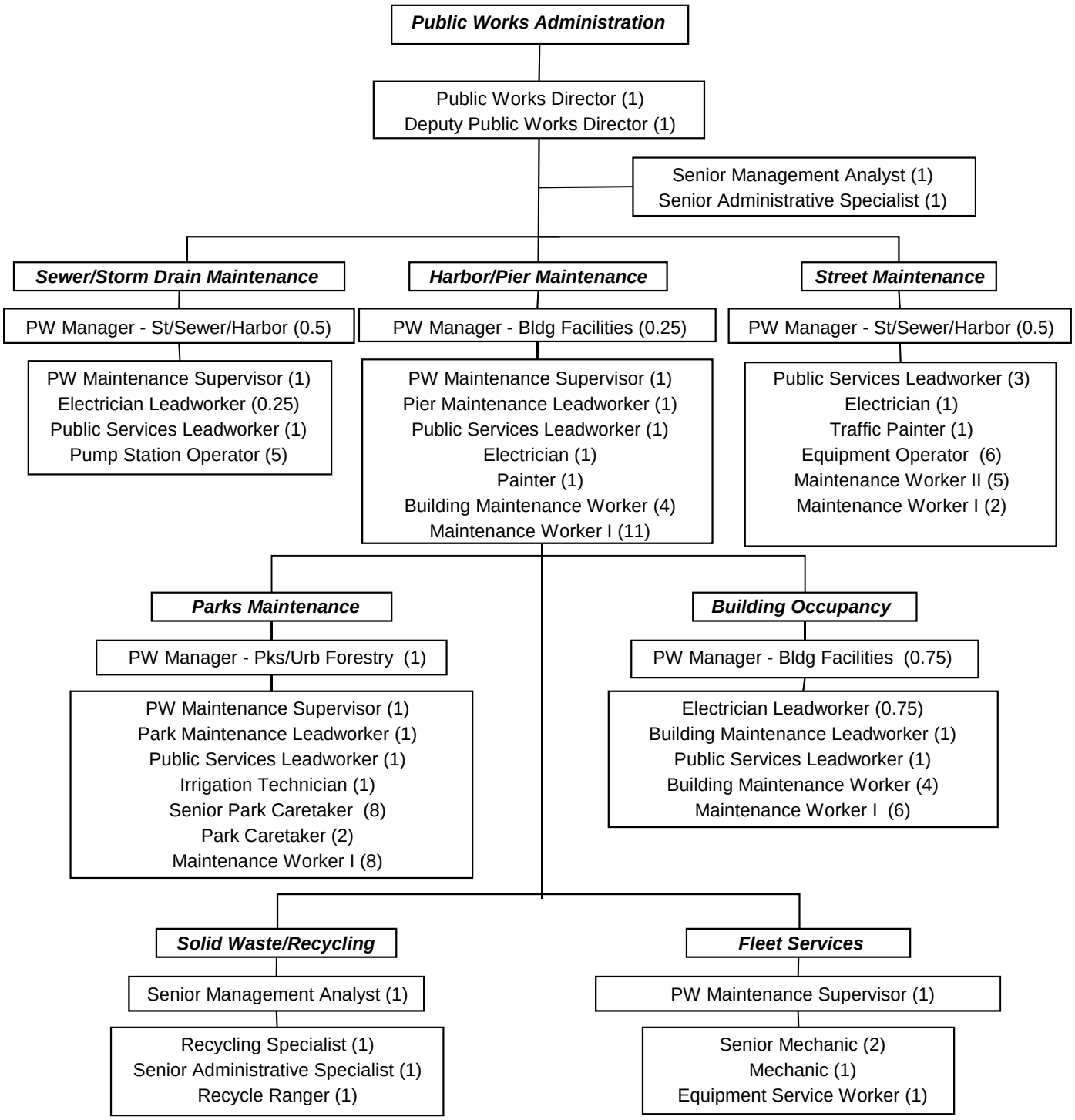
PUBLIC WORKS

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 2012-13



SUMMARY OF PERSONNEL
Adopted Budget - FY 2012-13

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	

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	

Fleet Services

1.00	PW Maintenance Supervisor
2.00	Senior Mechanic
1.00	Mechanic
1.00	Equipment Service Worker
5.00	

Sewer / Storm Drain Maintenance

0.50	PW Manager - St/Sewer/Harbor
1.00	PW Maintenance Supervisor
0.25	Electrician Leadworker
1.00	Public Services Leadworker
5.00	Pump Station Operator
7.75	

Solid Waste / Recycling

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

Building Occupancy

0.75	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
13.50	

Harbor / Pier Maintenance

0.25	PW Manager - Bldg Facilities
1.00	PW 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	

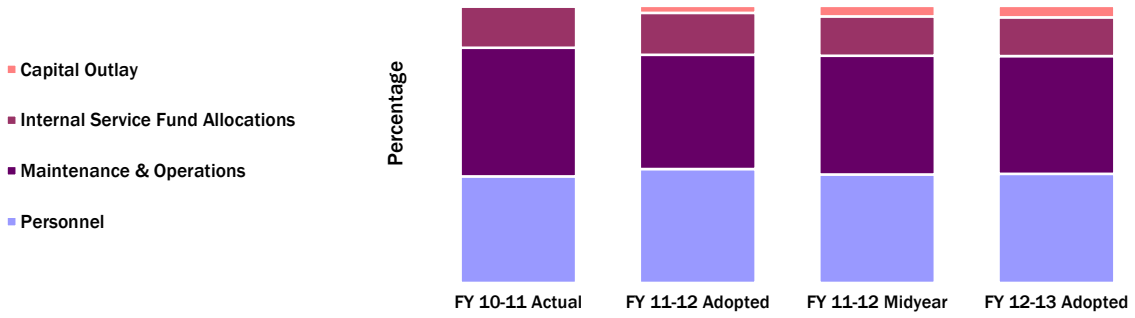
Parks Maintenance

1.00	PW Manager - Pks/Urb Forestry
1.00	PW 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
8.00	Maintenance Worker I
23.00	

TOTAL PERSONNEL: 96.00

PUBLIC WORKS

Operating Expenses	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	7,741,355	8,174,727	8,175,731	8,228,145	**52,414**	**1%**
Maintenance & Operations	9,355,393	8,232,681	8,987,155	8,885,158	**(101,997)**	**(1%)**
Internal Service Fund Allocations	3,008,096	3,008,096	2,969,935	2,915,307	**(54,628)**	**(2%)**
Capital Outlay	39,353	494,411	779,602	867,800	**88,198**	**11%**
TOTAL	**20,144,197**	**19,909,915**	**20,912,423**	**20,896,410**	**(16,013)**	**0%**



Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	3,433,489	3,628,402	3,671,372	3,606,992	**(64,380)**	**(2%)**
State Gas Tax	1,677,332	1,401,885	1,403,596	1,422,423	**18,827**	**1%**
Street Landscaping & Lighting	2,328,709	2,472,116	2,609,754	2,477,140	**(132,614)**	**(5%)**
Intergovernmental Grants	69,496	95,393	95,393	69,745	**(25,648)**	**(27%)**
Harbor Tidelands	1,955,756	1,770,974	2,062,294	1,768,978	**(293,316)**	**(14%)**
Harbor Uplands	1,586,591	1,473,457	1,591,211	1,386,822	**(204,389)**	**(13%)**
Solid Waste	3,350,527	3,259,232	3,336,612	3,275,010	**(61,602)**	**(2%)**
Wastewater	992,091	871,050	886,134	1,665,731	**779,597**	**88%**
Vehicle Replacement	2,312,843	2,130,532	2,410,319	2,516,733	**106,414**	**4%**
Building Occupancy	2,437,363	2,806,874	2,845,738	2,706,836	**(138,902)**	**(5%)**
TOTAL	**20,144,197**	**19,909,915**	**20,912,423**	**20,896,410**	**(16,013)**	**0%**

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 95 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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	393,203	422,071	422,088	474,590	**52,502**	**12%**
Maintenance & Operations	212,030	31,630	31,630	31,630	**-**	**0%**
Internal Service Fund Allocations	178,517	178,517	151,362	149,723	**(1,639)**	**(1%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**783,750**	**632,218**	**605,080**	**655,943**	**50,863**	**8%**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	392,776	405,006	376,580	432,639	**56,059**	**15%**
Street Landscaping & Lighting	46,074	47,546	47,682	45,497	**(2,185)**	**(5%)**
Solid Waste	78,601	102,742	102,704	101,141	**(1,563)**	**(2%)**
Wastewater	266,299	76,924	78,114	76,666	**(1,448)**	**(2%)**
TOTAL	**783,750**	**632,218**	**605,080**	**655,943**	**50,863**	**8%**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,006,569	1,153,931	1,154,001	1,078,262	**(75,739)**	**(7%)**
Maintenance & Operations	1,122,343	1,344,492	1,400,144	1,344,492	**(55,652)**	**(4%)**
Internal Service Fund Allocations	308,451	308,451	291,593	284,082	**(7,511)**	**(3%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**2,437,363**	**2,806,874**	**2,845,738**	**2,706,836**	**(138,902)**	**(5%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Building Occupancy	2,437,363	2,806,874	2,845,738	2,706,836	**(138,902)**	**(5%)**
TOTAL	**2,437,363**	**2,806,874**	**2,845,738**	**2,706,836**	**(138,902)**	**(5%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	439,429	450,800	450,891	443,884	**(7,007)**	**(2%)**
Maintenance & Operations	1,675,990	1,052,250	1,082,203	1,052,250	**(29,953)**	**(3%)**
Internal Service Fund Allocations	158,071	158,071	155,530	152,799	**(2,731)**	**(2%)**
Capital Outlay	39,353	494,411	746,695	867,800	**121,105**	**16%**
TOTAL	**2,312,843**	**2,155,532**	**2,435,319**	**2,516,733**	**81,414**	**3%**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Intergovernmental Grants	-	25,000	25,000	-	**(25,000)**	**(100%)**
Vehicle Replacement	2,312,843	2,130,532	2,410,319	2,516,733	**106,414**	**4%**
TOTAL	**2,312,843**	**2,155,532**	**2,435,319**	**2,516,733**	**81,414**	**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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,683,089	1,724,535	1,724,733	1,686,585	**(38,148)**	**(2%)**
Maintenance & Operations	1,433,872	1,094,510	1,540,273	1,094,510	**(445,763)**	**(29%)**
Internal Service Fund Allocations	425,386	425,386	388,499	374,705	**(13,794)**	**(4%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,542,347**	**3,244,431**	**3,653,505**	**3,155,800**	**(497,705)**	**(14%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Harbor Tidelands	1,955,756	1,770,974	2,062,294	1,768,978	**(293,316)**	**(14%)**
Harbor Uplands	1,586,591	1,473,457	1,591,211	1,386,822	**(204,389)**	**(13%)**
TOTAL	**3,542,347**	**3,244,431**	**3,653,505**	**3,155,800**	**(497,705)**	**(14%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	546,660	577,998	578,017	766,640	**188,623**	**33%**
Maintenance & Operations	150,466	191,870	259,638	788,870	**529,232**	**204%**
Internal Service Fund Allocations	210,852	210,852	217,446	214,169	**(3,277)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**907,978**	**980,720**	**1,055,101**	**1,769,679**	**714,578**	**68%**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	182,186	186,594	247,081	180,614	**(66,467)**	**(27%)**
Wastewater	725,792	794,126	808,020	1,589,065	**781,045**	**97%**
TOTAL	**907,978**	**980,720**	**1,055,101**	**1,769,679**	**714,578**	**68%**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	375,516	393,921	393,958	378,107	**(15,851)**	**(4%)**
Maintenance & Operations	2,598,054	2,452,519	2,489,953	2,490,996	**1,043**	**0%**
Internal Service Fund Allocations	152,622	152,622	144,768	142,446	**(2,322)**	**(2%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,126,192**	**2,999,062**	**3,028,679**	**3,011,549**	**(17,130)**	**(1%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Solid Waste	3,126,192	2,999,062	3,028,679	3,011,549	**(17,130)**	**(1%)**
TOTAL	**3,126,192**	**2,999,062**	**3,028,679**	**3,011,549**	**(17,130)**	**(1%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,424,177	1,533,288	1,533,307	1,556,979	**23,672**	**2%**
Maintenance & Operations	1,506,725	1,279,931	1,342,724	1,296,931	**(45,793)**	**(3%)**
Internal Service Fund Allocations	974,447	974,447	951,870	941,627	**(10,243)**	**(1%)**
Capital Outlay	-	-	-	-	**-**	**0%**
TOTAL	**3,905,349**	**3,787,666**	**3,827,901**	**3,795,537**	**(32,364)**	**(1%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	941,377	1,015,390	994,531	1,028,190	**33,659**	**3%**
State Gas Tax	1,677,332	1,401,885	1,403,596	1,422,423	**18,827**	**1%**
Street Landscaping & Lighting	1,286,640	1,370,391	1,429,774	1,344,924	**(84,850)**	**(6%)**
TOTAL	**3,905,349**	**3,787,666**	**3,827,901**	**3,795,537**	**(32,364)**	**(1%)**

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 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
Personnel	1,872,712	1,918,183	1,918,736	1,843,098	**(75,638)**	**(4%)**
Maintenance & Operations	655,913	785,479	840,590	785,479	**(55,111)**	**(7%)**
Internal Service Fund Allocations	599,750	599,750	668,867	655,756	**(13,111)**	**(2%)**
Capital Outlay	-	-	32,907	-	**(32,907)**	**(100%)**
TOTAL	**3,128,375**	**3,303,412**	**3,461,100**	**3,284,333**	**(176,767)**	**(5%)**

Funding Sources	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Midyear	FY 12-13 Adopted	Increase/ Decrease	
General Fund	1,917,150	2,021,412	2,053,180	1,965,549	**(87,631)**	**(4%)**
Street Landscaping & Lighting	995,995	1,054,179	1,132,298	1,086,719	**(45,579)**	**(4%)**
Intergovernmental Grants	69,496	70,393	70,393	69,745	**(648)**	**(1%)**
Solid Waste	145,734	157,428	205,229	162,320	**(42,909)**	**(21%)**
TOTAL	**3,128,375**	**3,303,412**	**3,461,100**	**3,284,333**	**(176,767)**	**(5%)**

PUBLIC WORKS

Core Service Activities

Adopted FY 2011-12 (84%) Total Staff Hours: 166,385
Adopted FY 2012-13 (85%) Total Staff Hours: 176,430

- Maintain 33 parks and parkettes totaling 113 acres.
- Maintain 64 City-owned buildings totaling 425,227 square feet.
- Maintain 127 miles of streets, parkways, and medians.
- Maintain 6.7 million square feet of sidewalk and 8.63 miles of bike path.
- 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 15 sewer pump stations and 112 miles of main sewer lines.
- Oversee the solid waste handling services agreement for collection, disposal and recycling of approximately 55,200 tons of waste from 30,000 residential and commercial customers, of which 75% is diverted for re-use purposes.
- Maintain 1,894 City-owned street lights and 56 signalized intersections, 31 beacons, 12 sets of speed cushions and 11 flashing in-pavement crosswalks.
- Perform street sweeping on 27,440 miles of residential and commercial area property each year.
- Maintain approximately 33 acres of landscaped greenbelts, medians and other public facility open space.
- Process and document over 11,500 annual public inquiries and requests for service within 24 hours.
- Complete an annual refuse assessment and rate adjustment process.
- Complete 12 maintenance inspections of major City building facilities.
- Maintain 87 restroom stalls and 22 upright wall fixtures on the Pier.
- Oversee the maintenance, fueling and replacement of 204 City vehicles and large equipment items.
- Mitigate approximately 1,000 sidewalk trip hazards.
- Perform maintenance inspections of 22 playground equipment systems twice per month.
- 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 approximately 11,450 City-owned signs, including traffic control, street name, street sweeping, park way-finding, and regulatory signs, etc.
- Review, approve, and process approximately 50 construction and demolition waste management plans.
- Maintain the Monstad and Horseshoe Piers, Harbor facilities including 2 parking structures, boat basins, break walls, and the 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.

PUBLIC WORKS

- Administer monthly and quarterly steam cleaning and power washing of sidewalks in 4 commercial districts and other heavily traveled areas.
- Maintain 5 illuminated gateway signs on an as-needed basis.
- Maintain 46 potted plants and 20 rectangular planters 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 each year.
- Respond to 50 street lighting and traffic signal emergency calls.
- Maintain 55 solar area lights along the Edison bicycle path.
- Operate and maintain a compressed natural gas fueling facility
- Maintain 20 emergency standby generators
- Complete preparation/setup and breakdown/cleanup of all City sponsored special events.
- Assist Engineering in the completion of all approved Capital Improvement Projects.
- Issue approximately 350 warnings and 25 citations to recycling materials scavengers each year.
- Respond to over 6,000 work order requests through the OPRA system and provide a follow-up work schedule and completion date to each concerned party.
- Conduct 2 compost giveaway events.
- Conduct 2 household hazardous waste collection events.
- Conduct 1 Shred Day event.
- Conduct 1 Earth Day fair.
- Administer the Used Oil Grant Program.
- Administer the Beverage Container Recycling Grant Program.
- Manage the Block Party Permit Program and deliver the City barbecue to 25 parties each year.

Key Projects and Assignments

Adopted FY 2011-12 (2%) Total Staff Hours: 4,175
Adopted FY 2012-13 (2%) Total Staff Hours: 4,530

	Hours
▪ Implement sewer system improvements consistent with the approved Wastewater System Master Plan including new line cleaning, root control, video inspections and insect/rodent control contracts by June 2013.	500
▪ Replace approximately 60 outmoded park and waterfront way-finding and regulatory signs according to the new design standards by June 2013.	180
▪ Implement performance objectives identified as part of the City Council/Redondo Beach Unified School District Board of Education joint meeting, including separating shared utilities at Alta Vista Park and Anderson Park by September 2012.	150

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▪ Perform start-up and move-in activities at the new Harbor Patrol Facility, including furniture installation by October 2012.	120
▪ Implement Pier/Harbor revitalization efforts, including restroom equipment and fixture upgrades and bench, trash can, and landscape amenity replacements by June 2013.	500
▪ Assist with implementation of Phase II of the new pier parking structure payment system, including parking stall striping and numbering, and payment machine installation by December 2012.	150
▪ Purchase 24 replacement vehicles by June 2013.	100
▪ Conduct a request for proposals process and develop a consolidated contract for security monitoring at City facilities including the Parks Maintenance Yard, the Public Works Administration Facility, the Police Shooting Range and the Morrell House by January 2013.	75
▪ Relocate or dispose of all remaining materials and equipment from the Kingsdale Avenue storage area in preparation for the Transit Center Construction Project by January 2013.	750
▪ Replace approximately 600 outmoded street signs to comply with federal reflectivity standards by June 2013.	1000
▪ Assist the City's contracted property manager with maintenance of the recently acquired Pier Plaza and International Boardwalk leasehold properties by June 2013.	500
▪ Design Phase III of the Riviera Village Streetscape Improvements Projects in consultation with the Riviera Village Business Improvement District by June 2013.	50
▪ Purchase and install 80 light-emitting diode streetlight fixtures using rebate funds received from Southern California Edison by October 2012.	90
▪ Upgrade the Public Works Department's emergency radio transmitting system in coordination with the Police Department, including testing the current system, identifying areas in need of improvement and implementing enhancement measures by December 2012.	75
▪ Implement security retrofits at the Public Works and Parks maintenance yards, including installation of automated entry gates and replacement of perimeter fencing by December 2012.	250
▪ Coordinate with the Recreation and Community Services Department to develop master plans for renovation projects at Veterans Park and Perry Park by October 2012.	40

Customer Service and Referrals

Adopted FY 2011-12 (14%) Total Staff Hours: 27,040
Adopted FY 2012-13 (13%) Total Staff Hours: 27,040

- Process over 6,000 work order requests through the OPRA system.
- Respond to all work orders within 24 to 48 hours, and provide a follow-up work schedule and completion date.

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Capital Improvements

Five-Year Capital Improvement Program (CIP)
2012-2013 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 2012-13 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 2012-13 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 2012-2013

Fund / Function	Carryover FY 2011-12	Adopted FY 2012-13
Funding Source:		
General Fund	124,785	-
Storm Drain Improvement	262,936	30,000
Local Transportation Tax	34,091	80,000
Proposition C	3,882,669	510,000
Measure R	546,032	560,000
Intergovernmental Grants	7,850,856	814,500
Comm Develop Block Grant	-	130,430
Parks & Recreation Facilities	1,200	-
Narcotic forfeiture & Seizure	31,167	-
Subdivision Park Trust	178,161	164,000
Capital Projects	3,848,808	1,857,000
Harbor Tidelands	4,392,581	1,405,000
Harbor Uplands	761,909	150,000
Wastewater	3,379,819	4,546,700
Total	**25,295,014**	**10,247,630**
Function:		
Sewers and Wastewater	3,379,819	4,546,700
Street/Transit	7,011,433	2,444,930
Harbor	4,969,442	905,000
Parks	336,288	345,000
Public Facilities	7,931,132	1,222,000
Drainage Improvements	1,471,086	580,000
General Improvements	195,814	204,000
Total	**25,295,014**	**10,247,630**

GRAND TOTAL = 35,542,644

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2012-2013

Fund	Carryover FY 2011-12	Adopted FY 2012-13	Total Appropriation
General Fund			
Main Library EOC Generator	124,785	-	124,785
Total	**124,785**	**-**	**124,785**
Storm Drain Improvement			
Dry Weather Bacterial TMDL Implementation	51,900	-	51,900
Low Flow Diversion - Sapphire Storm Drain	16,418	-	16,418
Storm Drain System Improvements	29,626	-	29,626
Wet Weather Bacterial TMDL Implementation	164,992	30,000	194,992
Total	**262,936**	**30,000**	**292,936**
Local Transportation Tax			
Citywide Curb Ramp Improvements	34,091	80,000	114,091
Total	**34,091**	**80,000**	**114,091**
Proposition C			
Beryl/190th Signal Study	-	50,000	50,000
Beryl Street Improvement - Flagler to 190th	-	100,000	100,000
Bicycle Transportation Plan Implementation	77,708	-	77,708
Bus Bench & Shelter Replacement Program	216,472	-	216,472
Catalina/Harbor Advanced Traffic Signal Maintenance	919	-	919
Citywide Pavement Management Survey	31,700	-	31,700
Grant Ave/Artesia Blvd Countdown Pedestrian Signals	3,300	-	3,300
Harbor Drive Resurfacing - Beryl to Herondo	674,033	-	674,033
Kingsdale Resurfacing - 182nd Grant	-	360,000	360,000
MBB Resurf RB Ave to Inglewood Ave	689,596	-	689,596
North Redondo Beach Bikeway Lighting	18,080	-	18,080
Transit Center Project	2,170,861	-	2,170,861
Total	**3,882,669**	**510,000**	**4,392,669**

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2012-2013

Fund	Carryover FY 2011-12	Adopted FY 2012-13	Total Appropriation
Measure R			
Bicycle Transp Plan Implementation	46,032	60,000	106,032
Residential Street Rehab	500,000	500,000	1,000,000
Total	**546,032**	**560,000**	**1,106,032**
Intergovernmental Grants			
190th Street Resurfacing - PCH to Prospect	562,621	-	562,621
Alta Vista Park Diversion and Re-use	351,072	-	351,072
Artesia/Aviation EB RT Turn LN	12,276	-	12,276
Artesia/Aviation NB RT Turn LN	840,101	-	840,101
Bus Bench & Shelter Replacement Program	151,550	-	151,550
Grant Ave/Artesia Blvd Countdown Pedestrian Signals	29,700	-	29,700
Harbor Patrol Facility Replacement	12,626	-	12,626
La Paz Parkette	206	-	206
Main Library EOC Generator	200,000	-	200,000
MBB/Inglewood EB RT Turn LN	12,873	-	12,873
North Redondo Beach Bikeway Lighting	162,720	-	162,720
PCH Study Recommendations	1,399,750	-	1,399,750
PCH/Torrance Blvd NB RT Turn LN	52,371	526,500	578,871
Prospect Ave Resurfacing - Pearl to Emerald	440,600	-	440,600
PV Blvd/PCH WB RT turn LN	30,420	288,000	318,420
Transient Vessel Dock	16,439	-	16,439
Transient Vessel Moorings	121,042	-	121,042
Transit Center Project	3,454,489	-	3,454,489
Total	**7,850,856**	**814,500**	**8,665,356**

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2012-2013

Fund	Carryover FY 2011-12	Adopted FY 2012-13	Total Appropriation
Community Development Block Grant			
Citywide Curb Ramp Improvements	-	130,430	130,430
Total	**-**	**130,430**	**130,430**
Parks & Recreation Facilities			
La Paz Parkette	1,200	-	1,200
Total	**1,200**	**-**	**1,200**
Narcotics Forfeiture & Seizure			
PD Records/Juvenile Detention Improvements	31,167	-	31,167
Total	**31,167**	**-**	**31,167**
Subdivision Park Trust			
Aviation Gymnasium Exterior Doors Replacement	-	37,000	37,000
Dominquez Park Baseball Field Enhancements	10,000	-	10,000
Dominguez Park RR Building ADA/Exterior Improvements	6,855	-	6,855
Perry Park Play Equipment	105	-	105
Redondo Beach Historical Miuseum Roof Replacement	-	70,000	70,000
Veterans Park Bandshell Community Project	16,304	-	16,304
Veterans Park Community Center Carpet/Tile	-	42,000	42,000
Veterans Park Community Center HVAC	144,897	-	144,897
Wilderness Park Furnishing	-	15,000	15,000
Total	**178,161**	**164,000**	**342,161**
Capital Projects			
Altal Vista Tennis Courts Lights	68,328	-	68,328
Annual Roadway Maintenance	265,840	250,000	515,840
Carnelian/PCH Streetscape Improvement	-	100,000	100,000
Catalina/Harbor Advanced Traffic Signal Management	742	-	742

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2012-2013

Fund	Carryover FY 2011-12	Adopted FY 2012-13	Total Appropriation
City Parking Lot Safety and ADA Improvement	149,837	-	149,837
Civic Center Basement Water Diversion	-	60,000	60,000
Comprehensive City Identity Program	133,750	100,000	233,750
Council Chambers Entry Major Repairs	90,000	-	90,000
Council Chamber Voting System	45,000	-	45,000
Dry Weather Bacterial TMDL Implementation	512,078	-	512,078
Fire Station 1 Roof Repair	144,000	-	144,000
La Paz Parkette	46,093	-	46,093
New Police Facility	1,000,000	400,000	1,400,000
North Redondo Park Development	5,000	-	5,000
Path of History	7,493	4,000	11,493
PCH/Torrance Boulevard Right Hand Turn Lane	90,000	-	90,000
Perry Park Play Equipment	17,255	-	17,255
Planning HVAC	83,000	-	83,000
Police Department Interior Repairs	-	33,000	33,000
Police Department Jail Plumbing	68,500	-	68,500
Preventive Maintenance - Alleys, Sidewalks	193,432	-	193,432
Public Art	46,561	-	46,561
RBTV Broadcast Facility Upgrade	-	580,000	580,000
Residential Street Rehab	203,620	-	203,620
Riviera Village Streetscape Improvements	134,329	-	134,329
Storm Drain System Improvements	170,000	-	170,000
Storm Water Permit/Regulation Implementation	-	200,000	200,000
Target Community Improvements	6,090	-	6,090
Traffic Calming Improvements	70,467	-	70,467
Veterans Park Bandshell Community Project	60,000	-	60,000
Veterans Park Community Center HVAC	44,641	-	44,641
Veterans Park Improvement/Memorial	17,752	30,000	47,752
Wet Weather Bacterial TMDL Implementation	175,000	100,000	275,000
Total	**3,848,808**	**1,857,000**	**5,705,808**

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2012-2013

Fund	Carryover FY 2011-12	Adopted FY 2012-13	Total Appropriation
Harbor Tidelands			
Basin II Seawall Corrections	94,972	-	94,972
Boat launch Ramp Location and Alternatives	432,460	-	432,460
Breakwater Rock Removal	-	200,000	200,000
California Coastal Trail/Strand Bike Path	60,000	-	60,000
Comprehensive City Identity Program	8,010	100,000	108,010
Galveston Wall Repair	261,000	-	261,000
Harbor Dredging	-	100,000	100,000
Harbor Patrol Dock Replacement	1,558	-	1,558
Harbor Patrol Facility Replacement	167,329	-	167,329
Harbor Railing Replacement	2,011,541	-	2,011,541
Harbor Trash Skimmers	33,085	-	33,085
Mole B Development Master Plan	2,724	-	2,724
Mole B Development	-	305,000	305,000
Pier Circulation Improvements	239,565	-	239,565
Pier Parking Fire Main Repair	-	50,000	50,000
Pier Parking Structure Repairs/Operational Improvements	75,087	100,000	175,087
Pier Piles and Utilities Barrier	150,000	-	150,000
Pier Revitalization	183,552	-	183,552
Pier Storm Drain Improvements	-	250,000	250,000
Pier Structure Repairs/Operations	360,054	-	360,054
Seaside Lagoon Rehabilitation	20,584	300,000	320,584
Seaside Lagoon Restroom Improvements	66,606	-	66,606
Transient Vessel Dock	38,675	-	38,675
Transient Vessel Mooring	110,779	-	110,779
Waterside Signage	75,000	-	75,000
Total	**4,392,581**	**1,405,000**	**5,797,581**

CAPITAL IMPROVEMENT PROJECTS SUMMARY
BY FUND/BY PROGRAM
FISCAL YEAR 2012-2013

Fund	Carryover FY 2011-12	Adopted FY 2012-13	Total Appropriation
Harbor Uplands			
Ave of the Arts & Crafts Repairs	262,927	-	262,927
Boat Launch Ramp Location and Alternatives	20,000	-	20,000
International Boardwalk Restroom Remodel	-	50,000	50,000
Pier Parking Fire Main Repair	100,000	-	100,000
Pier Parking Structure Repairs/Operational Improvements	228,849	100,000	328,849
Pier Revitalization	150,133	-	150,133
Total	**761,909**	**150,000**	**911,909**
Wastewater			
Marina Way Pump Station Generator Replacement	110,000	-	110,000
Portofino Way Sewer Pump Station	442,890	1,636,700	2,079,590
Rindge Sanitary Sewer Pump Street	-	500,000	500,000
Sanitary Sewer Facilities Rehabilitation	763,755	-	763,755
Sanitary Sewer Pump Station Preventive Maintenance	600,606	-	600,606
Sanitary Sewer Pump Station Rehabilitation	1,462,568	410,000	1,872,568
Sanitary Sewer SCADA Alert System	-	1,500,000	1,500,000
Sanitary Sewer System Camera	-	500,000	500,000
Total	**3,379,819**	**4,546,700**	**7,926,519**
Grand Total	**25,295,014**	**10,247,630**	**35,542,644**

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

Project	Project Description	Adopted FY 2012-13
Portofino Way Sewer Pump Station	The project will replace the existing deficient and damaged pump house, discharge and suction pipes, valves, wet and dry wells, controls, electronics, and mechanical components. It is the City's responsibility to proactively manage, operate, and maintain all parts of the sanitary sewer system. The project supports the Strategic Plan goal to improve public facilities and infrastructure.	1,636,700
Rindge Sanitary Sewer Pump Station	The project will replace the existing deficient and damaged pump house, discharge and suction pipes, valves, wet and dry wells, controls, electronics, and mechanical components. It is the City's responsibility to proactively manage, operate, and maintain all parts of the sanitary sewer system. The project supports the Strategic Plan goal to improve public facilities and infrastructure.	500,000
Sanitary Sewers Facilities Rehabilitation	This Project is intended to maintain and improve the City's sewer infrastructure to meet existing and future sewer demands. Through the City's sewer video inspection program, the entire sewer system has been documented for damage and deficiencies. The inspection has revealed that the existing sanitary sewer system sustains varous damage patterns and deficiencies that require repair and / or replacement. Failure to perform the required repairs could cause serious backups or spills. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure	410,000
Sanitary Sewer SCADA Alert System	The project will repair and upgrade the citywide SCADA hardware and software components as well as upgrade existing deficient pump station equipment and convert the communications network to Verizon wireless. The project will result in a reliable control system which will allow staff to operate the stations in a safe manner reducing and/or preventing the risk of sanitary sewage overflows. 1 - The project supports the City's Strategic Plan goal to improve public facilities and infrastructure by rehabilitating existing sanitary sewer station to eliminate deficiencies that increase the potential for overflow of wastewater from the pump stations; and 2 - Upgrading defective equipment decreases ongoing maintenance costs and costs associated with emergency call outs..	1,500,000
Sanitary Sewer System Camera Inspection	As part of the City's maintenance program, CCTV inspection of the sewer collection system is targeted to be performed every five years. The last CCTV inspection was completed in 2006-07. The inspection will document pipeline condition and data will be categorized regarding lateral connections, manholes and points of infiltration. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure by documenting portion of the City's collection system that need maintenance, repair and replacement.	500,000
Pier Storm Drain Improvements	The project includes improvements to the piping system that connects the pipe stub outs at the bottom of the public plaza areas on the pier to the storm water quality system, draining storm water from the pavers to a filter before the water is released into the ocean. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, and vitalize the waterfront.	250,000
Storm Water Permit/Regulation Implementation	The Los Angeles Regional Water Quality Control Board is scheduled to issue a new LA County NPDES permit in September. As part of the permit the City will need to comply with three new TMDLs recently approved by the EPA. They are PCB/DDT and debris for Santa Monica Bay and toxics for Dominguez Channel. The project supports the City's strategic plan goals to maintain a high level of public safety and improve public facilities and infrastructure.	200,000

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
Portofino Way Sewer Pump Station	Wastewater Fund	(5,000)	Decreased maintenance and utilities
Rindge Sanitary Sewer Pump Station	Wastewater Fund	(5,000)	Decreased maintenance and utilities
Sanitary Sewers Facilities Rehabilitation	Wastewater Fund	(10,000)	Decreased maintenance
Sanitary Sewer SCADA Alert System	Wastewater Fund	(10,000)	Decreased maintenance
Sanitary Sewer System Camera Inspection	Wastewater Fund	(10,000)	Decreased maintenance
Pier Storm Drain Improvements	Harbor Tidelands Fund	(5,000)	Decreased maintenance
Storm Water Permit/Regulation Implementation	Capital Projects Fund	5,000	Increased maintenance and monitoring costs

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

Project	Project Description	Adopted FY 2012-13
Wet Weather Bacterial TMDL Implementation	On December 2002, the Los Angeles Regional Water Quality Control Board approved the Wet Weather Bacterial Total Maximum Daily Load (TMDL) for watersheds that discharge stormwater into Santa Monica Bay. The City is subject to the new regulation which requires the number of days, during "Wet Weather", that bacteria indicators exceed water quality standards be reduced to below "nature condition". The City will meet this requirement through educational and outreach programs, inspections, and demonstration construction projects. The project supports the City's strategic plan goals to maintain a high level of public safety and improve public facilities and infrastructure.	130,000
Annual Roadway Maintenance	This project will repair streets citywide impacted by trash hauling vehicles. The project supports the City's Strategic Plan goal to improve public facilities and the infrastructure.	250,000
Beryl/190th Signal Study	This project will examine traffic control/signal options for the intersection of Beryl/190th Street/Blossom Lane. The project will be a joint project with the City of Torrance as one half of the intersection falls within the Torrance city limits. The project supports the City's Strategic Plan goals to maintain a high level of public safety and improve public facilities and the infrastructure.	50,000
Beryl Street Improvements - Flagler to 190th Street	This project will examine/design street and drainage improvements for Beryl Street from Flagler to 190th. This will be a joint project with the City of Torrance as one half of the street falls within the Torrance city limits. The project supports the City's Strategic Plan goals to maintain a high level of public safety and improve public facilities and the infrastructure.	100,000
Bicycle Transportation Plan Implementation	The project will update and continue the implementation of the City's Bicycle Transportation Plan that was adopted by the City Council. Additional bicycle lanes improve the attractiveness, livability, and vitality of our neighborhoods. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure and maintain a high level of public safety.	60,000
Carnelian/PCH Streetscape Improvements	This project will include curb extensions on the north and south side of Carnelian Street east of PCH, installation of new bicycle parking facilities, parking improvements, and other streetscape improvements. The project supports the City's Strategic Plan goals to maintain a high level of public safety and improve public facilities and the infrastructure. The project will also achieve the Vitality City goal of creating livable streets.	100,000
Citywide Curb Ramp Improvements	The project includes the installation of curb ramps on City sidewalks to meet ADA requirements. The project supports the City's strategic plan goals to improve public facilities and infrastructure and to enhance public safety.	210,430
Kingsdale Avenue Resurfacing - 182nd to Grant	This project will resurface and rehabilitate Kingsdale Avenue from 182nd Street to Grant Avenue. Construction will occur concurrently with the street improvement portion of the Transit Center project. The street carries a high volume of transit vehicles. The project supports the City's Strategic Plan goal to improve public facilities and the infrastructure.	360,000
Palos Verdes Boulevard / PCH WB 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.	288,000
PCH / Torrance Boulevard NB 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.	526,500
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
Breakwater Rock Removal	The project will remove the sand and stone that has accumulated behind the North Breakwater (harbor side) to restore as much navigable and mooring depth as possible. The removal will be carefully designed and planned to avoid impacts to the existing breakwater. 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.	200,000

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
Wet Weather Bacterial TMDL Implementation	Storm Drain Improvement Fund Capital Projects Fund	5,000	Increased monitoring costs
Annual Roadway Maintenance	Capital Projects Fund	(10,000)	Decreased maintenance
Beryl/190th Signal Study	Proposition C Fund	<5,000	Increased maintenance
Beryl Street Improvements - Flagler to 190th Street	Proposition C Fund	(10,000)	Decreaed maintenance
Bicycle Transportation Plan Implementation	Measure R Fund	<1,000	Increased maintenance
Carnelian/PCH Streetscape Improvements	Capital Projects Fund	<1,000	Increased maintenance
Citywide Curb Ramp Improvements	Local Transportation Tax Fund CDBG Fund	<(1,000)	Decreased maintenance
Kingsdale Avenue Resurfacing - 182nd to Grant	Proposition C Fund	(5,000)	Decreased maintenance
Palos Verdes Boulevard / PCH WB Right Turn Lane	Intergovernmental Grants Fund	<1,000	Increased maintenance
PCH / Torrance Boulevard NB Right Turn Lane	Intergovernmental Grants Fund	<1,000	Increased maintenance
Residential Street Rehabilitation	Measure R Fund	(50,000)	Decreased maintenance
Breakwater Rock Removal	Harbor Tidelands Fund	(5,000)	Decreased maintenance

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

Project	Project Description	Adopted FY 2012-13
Harbor Dredging	In order to sustain appropriate depth for safe navigation into and out of King Harbor, this project will periodically evaluate the conditions of the seabed and access dredging needs. 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
International Boardwalk Restroom Remodel	This project will remodel the existing men's and women's restrooms on the International Boardwalk to bring them into compliance with current codes. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, and vitalize the waterfront.	50,000
Mole B Development	The project will implement the design that was developed through the Mole B Master Plan process. 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.	305,000
Pier Parking Structure 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 toimprove public facilities and infrastructure , maintain a high level of public safety, and vitalize the waterfront.	50,000
Pier Parking Structure Repairs & 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 including new parking equipment with related facilities. 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.	200,000
Seaside Lagoon Rehabilitation	The project will upgrade the structures surrounding the chlorine dispensers and other facilities adjacent to the new lagoon restroom building. 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.	300,000
Veterans Park Memorial	The project involves the addition of the final utilitarian and decorative elements to the new Veterans Memorial. The project supports the City's Strategic Plan goal to vitalize the waterfront.	30,000
Wilderness Park Furnishings	The project will install new barbeques, picnic tables, trash and recycling receptacles, safety railings, and new fire extinguisher boxes in Wilderness Park. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure and maintain a high level of public safety.	15,000
Aviation Gymnasium Exterior Doors Replacement	The project will replace seven sets of exterior doors and frames at the Aviation Gymnasium. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure.	37,000
Civic Center Basement Water Diversion	The project will install various improvements around the north side of City Hall to reduce the incidence of flooding in the City Hall basement. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, and to maintain a high level of public safety.	60,000
Police Department Interior Repairs	The project will repair the women's locker room facilities in the police station and provide ADA compliant sinks. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure, and maintain a high level of public safety.	33,000
Police Station Predevelopment and Planning	The project will allow for site testing and preliminary design work for a new Police Station. The project supports the City's Strategic Plan goals improve public facilities and infrastructure and maintain a high level of public safety.	400,000
RBTV Broadcast Facility Upgrades	The project will continue the improvements that were installed in the City Council Chambers. The new improvements include a new microphone system at the dais, an automatic speaker timer, a digital recorder for clear audio record transcription, remodeling the Council Dias to accomodate stationary touch screen monitor, audio visual room software and hardware upgrades and library improvements to accomodate an offsite meeting room for City Council meetings. The project supports the City's Strategic Plan goals to improve public facilities and infrastructure, and to increase organizational effectiveness and efficiency.	580,000

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
Harbor Dredging	Harbor Tidelands Fund	<(1,000)	Decreased maintenance
International Boardwalk Restroom Remodel	Harbor Uplands Fund	(1,000)	Decreased maintenance
Mole B Development	Harbor Tidelands Fund	5,000	Incrased maintenance
Pier Parking Structure Fire Main Repairs	Harbor Tidelands Fund	<(1,000)	Decreased maintenance
Pier Parking Structure Repairs & Operational Improvements	Harbor Tidelands Fund Harbor Uplands Fund	(25,000)	Increased revenue and increased maintenance
Seaside Lagoon Rehabilitation	Harbor Tidelands Fund	<(1,000)	Decreased maintenance
Veterans Park Memorial	Capital Projects Fund - Donations	-	n/a
Wilderness Park Furnishings	Subdivision Park Trust Fund	<(1,000)	Decreased maintenancne
Aviation Gymnasium Exterior Doors Replacement	Subdivision Park Trust Fund	<(1,000)	Decreased maintenancne
Civic Center Basement Water Diversion	Capital Projects Fund	<(1,000)	Decreased maintenancne
Police Department Interior Repairs	Capital Projects Fund	<(1,000)	Decreased maintenancne
Police Station Predevelopment and Planning	Capital Projects Fund	-	n/a
RBTV Broadcast Facility Upgrades	Capital Projects Fund (PEG Fees)	5,000	Increased maintenance

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

Project	Project Description	Adopted FY 2012-13
Redondo Beach Historical Museum Roof Replacement	The project will re-roof the Redondo Beach Historical Museum to ensure that the building and its contents are properly protected. A new roof will be the final structural element needed to complete the rehabilitation of the facility. The project supports the City's Strategic Plan goal to improve public facilities and infrastructure.	70,000
Veterans Park Historic Library Carpeting / Tile	The project will replace the deteriorated carpeting and hallway tile in the Veterans Park 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 carpeting and tile are over 20 years old and are worn out. New carpeting and hall tile will help 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 public facilities and infrastructure.	42,000
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 and vitalize the waterfront and Artesia Corridor.	200,000
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 oversite of the project from the Leadership Class of 2002. The project supports the City's Strategic Plan goal to improve public facilitites and infrastructure.	4,000
	Total	10,247,630

CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

Project	Funding Source(s)	Annual Operating Budget Expenditure Impact	
Redondo Beach Historical Museum Roof Replacement	Subdivision Park Trust Fund	(1,000)	Decreased maintenance
Veterans Park Historic Library Carpeting / Tile	Subdivision Park Trust Fund	(5,000)	Increased user revenue and decreased maintenance
Comprehensive City Identity Program	Capital Projects Fund Harbor Tidelands Fund	<1,000	Increased maintenance
Path of History	Capital Projects Fund - Donations	-	n/a
		(137,000)	

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