



**MEMORANDUM**

**TO:** HONORABLE MAYOR & CITY COUNCIL MEMBERS  
**FROM:** DENNIS McLEAN, DIRECTOR OF FINANCE & INFORMATION TECHNOLOGY   
**DATE:** AUGUST 18, 2009  
**SUBJECT:** FY08-09 CONTINUING APPROPRIATIONS & FISCAL YEAR-END BUDGET ADJUSTMENTS  
**REVIEWED:** CAROLYN LEHR, CITY MANAGER   
Project Manager: Kathryn Downs, Deputy Director of Finance & Information Technology

**RECOMMENDATION**

1. Adopt Resolution No. 2009- , amending Resolution No. 2008-47, the budget appropriation for FY08-09, to reduce the budget for the approved continuing appropriations.
2. Adopt Resolution No. 2009- , amending Resolution No. 2009-40, the budget appropriation for FY09-10, to increase the budget for the approved continuing appropriations.
3. Adopt Resolution No. 2009- , amending Resolution No. 2008-47, the budget appropriation for FY08-09, to adjust the budget in the General fund, the Street Maintenance fund, and the RPV TV fund.

**EXECUTIVE SUMMARY**

This is an annual recurring staff report (with accompanying resolutions) for the sole purpose of ensuring budgetary compliance for FY08-09 and FY09-10. Because the proposed continued appropriations were included in the FY08-09 budget, there is no fiscal impact on the estimated fund balances presented with the FY09-10 budget. The requested amounts to continue are consistent with prior years.

Although the single requested General Fund adjustment will decrease the budgeted June 30, 2010 reserve by \$17,000, Staff is confident that favorable variances in FY08-09

## **FY08-09 CONTINUING APPROPRIATIONS & FISCAL YEAR-END BUDGET ADJUSTMENTS**

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General Fund expenditures will be more than adequate to offset the adjustment.

### **BACKGROUND AND DISCUSSION**

#### **Continuing Appropriations**

At the end of each fiscal year, it is necessary to prepare a summary of budgeted appropriations that must be carried over to the next fiscal year. The attached list of FY08-09 Continuing Appropriations (Attachment A) identifies projects that were included in the FY08-09 budget, but were not completed by June 30, 2009.

The majority of the continuing appropriation items relate to ongoing Public Works projects. Many of these projects are historically performed in the summer months to avoid the rainy season (e.g. street overlay projects and storm drain projects) or are large projects that take several years to complete (e.g. General Plan update). City staff anticipates that the majority of these projects will be completed during FY09-10. However, in some instances, completion will not necessarily occur until after June 30, 2010. In these instances it will likely be necessary to carry over remaining budget amounts to FY10-11 as a part of next year's continuing appropriations.

Staff presented all budgeted appropriations for FY08-09, including the amounts requested for continuance, in the FY08-09 column of the 2009 Five-Year Financial Model that was prepared in conjunction with the FY09-10 budget. Therefore, estimated beginning fund balances presented with the FY09-10 budget were already reduced by the amount of the proposed continuing appropriations. Approval of these continuing appropriations will not change estimated ending fund balances at June 30, 2010.

The list of FY08-09 Continuing Appropriations itemizes each project for which staff recommends a continuation of the appropriation into FY09-10. A brief description of each item is provided. Noteworthy items include:

- Use of FY08-09 Public Safety Special Programs savings for enhanced traffic enforcement during summer 2009;
- The on-going development of a tax reporting system for the Terranea Resort that is easy to audit;
- The on-going implementation of a work order and project management system for Public Works; and
- Use of restricted monies for the potential purchase of an additional Sheriff patrol car equipped with the Automatic License Plate Recognition (ALPR) system.

#### **Year-End Budget Adjustments**

Chapter 3.32 of Title 3 of the Rancho Palos Verdes Municipal Code sets forth guidelines related to the City's budget administration. Section 3.32.070 of the Code requires that all expenditures in excess of a program/function's budgeted allocation must be approved by supplemental appropriation by the City Council. A discussion of the requested adjustments to the programs follows.

**FY08-09 CONTINUING APPROPRIATIONS & FISCAL YEAR-END BUDGET  
ADJUSTMENTS**

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GENERAL FUND

City Manager Program

Actual general liability insurance costs were about \$17,000 more than the FY08-09 budget of \$650,000. Staff requests a budget increase for the additional cost. Staff is confident that FY08-09 favorable variances will offset this request.

STREET MAINTENANCE FUND

Traffic Signal Maintenance Program

Electricity usage for traffic signals was about \$2,000 more than the \$16,000 budget. Staff is confident that FY08-09 favorable variances in the Street Maintenance fund will offset this request to ensure budgetary compliance.

RPV TV FUND

The FY08-09 RPV TV program budget was \$94,090; and total expenditures were \$100,159. The budget overage was primarily due to the purchase of audio/visual equipment. Staff requests an adjustment of \$7,000 to ensure budgetary compliance. The June 30, 2009 estimated fund balance was \$10,443; therefore, fund balance should be adequate to provide for the adjustment.

FISCAL IMPACT

As described previously, the proposed continuing appropriations will have no impact on the estimated (budgeted) fund balance at June 30, 2010 for any of the City's funds. The first continuing appropriations resolution merely authorizes increasing the FY09-10 budget for each of the continuing appropriations listed in Attachment A. The second continuing appropriations resolution authorizes decreasing the FY08-09 budget for the same appropriations.

As stated previously, the net effect of the FY08-09 General fund budget adjustments requested within this report decrease estimated General fund reserves at June 30, 2010 by \$17,000. The Schedule of Estimated General Fund Reserves as of June 30, 2010 (Attachment B) has been adjusted to reflect the adjustment. Finance Staff has taken the initiative to ensure that the additional budget requests did not increase the appropriations continued to FY09-10.

Account	Description	FY08-09 Budget	Actual Spent	Amount Available	Carryover Request	Justification
101-1002-411-71-00	Land Purchase	110,500	200	110,300	110,300	Staff expects that the Windport Canyon tax defaulted real property purchase will take place in FY09-10. The County is currently processing the legal noticing requirements.
101-1024-421-32-00	Special Safety Programs	95,665	66,061	29,604	14,000	This continued appropriation will provide for enhanced traffic enforcement during summer 2009.
101-1025-421-32-00	Animal Control Professional Services	154,187	102,814	51,373	15,000	Staff has recently been notified that L.A. County Animal Care & Control will no longer pick up and euthanize wildlife trapped by residents. Staff would use the continued appropriation to cover the potential cost of hiring a contractor to perform this service.
101-1026-421-32-00	Emergency Preparedness Professional Services	38,755	5,801	32,954	30,000	The continued appropriation will be used to finalize 2004-05 winter storm disaster claims, and complete the City's Emergency Operations Plan and National Incident Management System (NIMS) update during FY09-10.
101-1026-421-61-00	Emergency Preparedness Supplies	149,523	17,336	132,187	130,000	The Emergency Supplies Management Plan was approved by City Council on August 21, 2007. Procurement of supplies has begun, and should be completed in FY09-10.
101-2020-411-32-00	Finance Professional Services	246,007	200,479	45,528	45,000	Staff retained an independent Certified Public Accounting firm to review the Terranea accounting system and design a monthly reporting template to facilitate future audits of transient occupancy tax and golf tax. The review services are nearly completed. In addition, Staff expects to continue to use the services of the City's Financial Advisor during FY09-10 to assist Staff with planning for future Civic Center financing.
101-3001-431-32-00	Public Works Professional Services	318,162	193,772	124,390	125,000	This appropriation will be used for additional engineering and consulting required as a result of the department Director and Maintenance Superintendent vacancies. In addition, the appropriation is expected to provide \$40,000 for continued improvements of the Geographic Information System (GIS) improvements and \$30,000 for continued implementation of a work order and project management system for the Public Works department.
101-3006-431-32-00	Traffic Management Professional Services	223,141	143,348	79,793	80,000	Staff would use the remaining traffic engineering appropriation to complete catch-up work identified as Category A - Necessary Work in the Traffic & Roadway Safety 5-Year Work Plan. These items include updated speed zone surveys and traffic counts, additional traffic engineering investigations, and roadway audits. Now that the Public Works department has a staff person assigned to Traffic Safety issues, the catch-up effort is expected to be completed in FY09-10.
101-3006-431-43-00	Traffic Management Maintenance	87,082	73,685	13,397	13,000	This appropriation will provide for additional striping on arterial roadways in autumn 2009, after the arterial pavement project is complete.

Account	Description	FY08-09 Budget	Actual Spent	Amount Available	Carryover Request	Justification
101-3007-431-32-00	Storm Water Quality Professional Services	190,400	115,538	74,862	75,000	The State Water Quality Control Board has required the City to study the effects of storm water runoff entering Lake Machado in Harbor City. The study must be completed May 1, 2010. Staff would use the remaining FY08-09 appropriation to complete this study. Staff does not yet have enough information to determine the full cost of this effort. When more information becomes available, Staff will advise the City Council.
101-3008-431-43-00	Building Maintenance	453,303	287,081	166,222	113,000	Staff expects to use \$85,000 of the available appropriation to conduct asbestos testing and removal at the Ladera Linda community center by the end of calendar year 2009. Another \$25,000 of this appropriation will be used for completion of the modifications related to one-stop permitting. Additional data/network cabling became necessary as part of the building remodel. The work was performed in July 2009 at a cost of about \$3,000.
101-3008-431-61-00	Building Minor Equipment Purchases	51,500	40,976	10,524	10,000	As part of the modifications described above, Staff expects to purchase additional high-density storage racks for maps.
101-3009-431-32-00	Parks, Trails & Open Space Professional Service	45,200	7,440	37,760	10,000	This appropriation will provide for completion of playground safety surveys to be conducted during FY09-10.
101-3009-431-43-00	Parks, Trails & Open Space Maintenance - Brush Removal & Weed Abatement	296,444	149,296	147,148	60,000	This appropriation provides for brush removal (fuel modification) in accordance with L.A. County Fire Department recommendations. Staff expects that the FY08-09 brush removal effort will be completed by October 2009.
101-3009-431-43-00	Parks, Trails & Open Space Maintenance - All Other	853,769	538,736	315,033	156,000	Staff would like to continue \$21,000 for play surface maintenance and \$11,000 for parking lot re-surfacing to combine with the FY09-10 appropriation for single larger projects. Another \$5,000 should be carried forward to temporarily rent a security fence for the maintenance yard at Upper Point Vicente. Based on bids received, Staff expects that the FY09-10 project to seal cracks in the outdoor paths at PVIC will have a total cost of \$20,000. Staff would like to carry forward \$12,000 from the FY08-09 remaining appropriation to supplement the existing \$8,000 FY09-10 budget for the PVIC path project. Staff would also like to continue the FY08-09 \$82,000 appropriation for systematic replacement of existing sprinkler heads with water efficient models. Finally, Staff would like to continue \$25,000 of the unspent FY08-09 appropriation to replace barbeques and minor security facilities at City parks.

Account	Description	FY08-09 Budget	Actual Spent	Amount Available	Carryover Request	Justification
101-3026-431-43-00	Sewer Maintenance	112,700	63,771	48,929	49,000	The County cleans about 10% of the City's sewer system each year. This appropriation augments the County's effort. Although this is a recurring maintenance expenditure, Staff requests a continuing appropriation to expeditiously maximize cleaning and filming to help prevent sanitary sewer overflows. In addition, Staff has discovered that the perimeter of a number of manholes in City roadways need to be refurbished, as they have deteriorated over time and have become unusable.
101-4001-441-32-00	Planning Professional Services	173,540	47,579	125,961	126,000	A General Plan Workshop with the City Council & Planning Commission is scheduled for September 2009. Staff expects the General Plan Update will be completed during FY09-10.
101-4002-441-32-00	Building & Safety Professional Services	177,050	63,767	113,283	90,000	The geological study for Gateway Park was not performed during FY08-09 while Staff awaited the Equestrian Center proposal. Staff expects that the study will be performed in FY09-10. In addition, this appropriation will be used to acquire field laptops for inspectors, as well as improvements to the City's permit system. Finally, modifications will be made to the City's GIS during FY09-10 to improve usage for inspectors.
101-4005-441-32-00	Natural Community Conservation Planning (NCCP) Professional Services	96,700	18,000	78,700	76,000	This appropriation provides for the consulting required to complete the NCCP. Staff expects completion by March 2010.
101-5010-451-32-00	Recreation Professional Services	10,000	-	10,000	10,000	This appropriation will provide for professional services to develop improvements to Recreation department software, such as the point-of-sale cashiering system at Point Vicente Interpretive Center (PVIC).
101-5060-451-61-00	PVIC Minor Equipment Purchases	35,000	28,326	6,674	5,000	The continued appropriation will be used to purchase additional office furniture during FY09-10.
<b>Total General Fund</b>					<b>1,342,300</b>	
202-3003-431-43-00	Street Non-Pavement Maintenance - Sidewalks	450,700	447,287	3,413	25,000	The annual Sidewalk budget is based on programmed costs. Staff requests to carryover \$25,000 from the remaining appropriation in this account (resulting from other maintenance savings) to repair broken sidewalks identified during the street overlay projects.
202-3003-431-43-00	Street Non-Pavement Maintenance - Tree Trimming	237,000	187,619	49,381	50,000	Staff would like to use the remaining FY08-09 appropriation to continue to perform additional tree-trimming in FY09-10 that will improve traffic signal and stop-sign visibility throughout the City.
202-3003-431-43-00	Street Non-Pavement Maintenance - Roadways	380,000	317,444	62,556	50,000	Staff would like to use the unspent FY08-09 appropriation to supplement the FY09-10 budget. Prior year trends coupled with the expectation of a 2009-10 El Nino condition indicate that the City may see a temporary cost increase for FY09-10 roadway maintenance.

Account	Description	FY08-09 Budget	Actual Spent	Amount Available	Carryover Request	Justification
202-3005-431-43-00	Pavement Maintenance - Portuguese Bend Landslide Area	362,180	279,722	82,458	82,000	A portion of the FY09-10 budget for road maintenance in the landslide area was re-allocated to the matching effort required for the Palos Verdes Drive South (PVDS) bikeway project grant. Staff expects that additional roadway maintenance will be necessary to meet the smooth road requirements associated with the new bikeway.
<b>Total Street Maintenance Fund</b>					<b>207,000</b>	
212-3012-431-93-00	Neighborhood Beautification Grants	451,844	143,875	307,969	11,000	A small amount of Cycle 19 neighborhood beautification grants have been approved, but not yet paid out. Disbursements will be made during FY09-10, once paperwork is completed by grantees.
<b>Total Beautification Fund</b>					<b>11,000</b>	
213-3013-431-32-00	Waste Reduction Professional Services	215,300	153,157	62,143	60,000	The waste hauler procurement process is expected to be completed during FY09-10.
<b>Total Waste Reduction Fund</b>					<b>60,000</b>	
217-1027-421-69-00	Hi-Tech Law Enforcement Equipment Purchases	65,920	32,285	33,635	33,635	In September 2009, Staff expects to make a report to City Council regarding the Automatic License Plate Recognition (ALPR) system. At that time, the City Council may decide to purchase another Sheriff's radio car equipped with the ALPR system. This continued appropriation of Certified Law Enforcement Executive Program (CLEEP) money is restricted to the purchase of hi-tech law enforcement equipment, and would provide funding for the ALPR purchase.
<b>Total Public Safety Grants Fund</b>					<b>33,635</b>	
222-3022-431-73-00	Habitat Restoration Improvements	108,877	7,503	101,374	70,000	Each year Staff requests to continue \$50,000 for on-demand habitat restoration due to unforeseen emergencies, and \$20,000 to mitigate various Public Works projects. The appropriations are not a component of the annual operating budget, as they are not spent each year; and an annual recurring appropriation would understate future estimated fund balance. Having the continued appropriation on hand satisfies NCCP requirements.
<b>Total Habitat Restoration Fund</b>					<b>70,000</b>	
225-3025-431-73-00	Abalone Cove Sewer District Improvements	70,000	38,635	31,365	32,000	Additional Abalone Cove lift station repairs have become necessary. One repair will be completed during August 2009, and another repair is expected during spring 2010.
<b>Total Abalone Cove Sewer District Fund</b>					<b>32,000</b>	
330-3030-461-32-00	Infrastructure Administration Professional Services	79,944	43,192	36,752	36,000	As part of the NCCP, the City is required to conduct certain one-time environmental evaluations of roads & trails. Staff expects these evaluations to be completed during FY09-10.
330-3031-461-32-00	Street Improvements - Pavement Management Program Update	25,000	11,544	13,456	5,200	Staff would use this continued appropriation to complete the 2009 Pavement Management System report prepared by a consultant. The 2009 report is expected to have improved graphs and tables.
330-3031-461-73-00	Street Improvements - ADA Curbs	25,000	-	25,000	25,000	Staff expects that this project will be completed in FY09-10.

Account	Description	FY08-09 Budget	Actual Spent	Amount Available	Carryover Request	Justification
330-3031-461-73-00	Street Improvements - Toscanini Traffic Calming	45,000	20,831	24,169	25,000	The Toscanini traffic calming project was completed at the end of 2008. Staff would like to continue the project savings to provide additional funding for the PVDS bikeway project. The PVDS bikeway project scope has not changed, but this appropriation can be used to partially replace an appropriation from the Portuguese Bend Road Maintenance program that was allocated to the City's matching requirement for the PVDS bikeway grant funding.
330-3031-461-73-00	Street Improvements - Forrestal Traffic Calming	65,000	-	65,000	65,000	The Forrestal traffic calming project is considered a low priority, and has been canceled. Staff would like to carry forward the appropriation to provide additional funding for the PVDS bikeway project, as expected and described in the FY09-10 budget document.
330-3031-461-73-00	Street Improvements - Crestridge/Crenshaw Traffic Signal	273,785	11,217	262,568	263,000	The plans for this traffic signal are 90% complete. Staff expects that construction will begin in October 2009.
330-3031-461-73-00	Street Improvements - Palos Verdes Drive East (PVDE) Traffic Safety Improvements	280,000	-	280,000	280,000	This "early action" safety project will replace guardrails and provide for other traffic improvements on PVDE, as an interim step while the PVDE Comprehensive Safety Plan is being developed. Staff expects to begin the design work in September 2009.
330-3031-461-73-00	Street Improvements - Medians	305,000	12,784	292,216	292,000	The design work for this project is essentially complete. Once the design has been approved, Staff will solicit bids for this project. This project will rehabilitate medians in PVDW (from Rue Beaupre to Hawthorne Blvd.) and Hawthorne Blvd. (from PVDW to Via Rivera). Staff expects the improvements will be constructed in autumn 2009, after the arterial pavement project is complete.
330-3031-461-73-00	Street Improvements - Residential Pavement	2,718,362	1,014,970	1,703,392	1,700,000	The FY08-09 project will include residential streets off PVDS (Sea Cove Drive, Sea Wolf Drive, and Schooner Drive neighborhoods) and PVDE (Crown View Drive and Knoll View Drive neighborhoods). The project is currently scheduled for Spring 2010.
330-3031-461-73-00	Street Improvements - Arterial Pavement	3,717,397	159,511	3,557,886	3,500,000	This project will overlay sections of Hawthorne, Palos Verdes Drive West (PVDW), and PVDS. The contract has been awarded, and construction should be complete by the end of September 2009.
330-3033-461-73-00	Park Improvements - Various Projects	174,296	94,764	79,532	80,000	Staff expects that the \$15,000 antenna repeater project to improve Ham radio communications will be completed in FY09-10. The FY09-10 budget includes an appropriation of \$185,000 for the Hesse Park lower picnic playground. Based on revised estimates, Staff expects the project cost will be closer to \$250,000. Staff would like to continue \$65,000 of the unused FY08-09 park improvements appropriation to supplement the FY09-10 Hesse Park project.

Account	Description	FY08-09 Budget	Actual Spent	Amount Available	Carryover Request	Justification
330-3035-461-32-00	Sewer Improvements	75,000	57,049	17,951	17,000	The FY08-09 appropriation provided for a Sewer Overflow Capacity Analysis. The analysis was substantially completed at June 30, 2009. Staff would like to use the project savings to conduct an analysis of sewer conditions in the Abalone Cove area of the City in September 2009.
<b>Total Capital Improvement Projects Fund</b>					<b>6,288,200</b>	
337-4037-441-73-00	Affordable Housing Improvements	998,800	331,432	667,368	667,368	Staff expects notification by the end of August 2009, as to whether the affordable housing project has received state tax credit funding. If funding is received, the project will be constructed over the next two fiscal years, with an estimated completion date of June 2011.
<b>Total Affordable Housing In-Lieu Fund</b>					<b>667,368</b>	
338-3038-461-32-00	Civic Center Studies funded with Environmental Excise Tax (EET)	75,295	34,213	41,082	41,000	Staff expects to use this appropriation during FY09-10 to complete a space needs study and a Civic Center site master plan with recommendations. The design is complete. Staff expects to open bids in September 2009. If the bids are higher than the \$51,000 continued appropriation, Staff will return to City Council with an additional request for funding.
338-3038-461-73-00	PVIC & HP Generators	75,000	24,065	50,935	51,000	With the unspent FY08-09 appropriation, Staff expects to re-stencil catch basins during FY09-10. In addition, filtration devices may need to be retrofitted on certain catch basins to allow for quarterly replacement vs. monthly replacement.
<b>Total Development Impact Mitigation Fund</b>					<b>92,000</b>	
501-3052-431-43-00	Water Quality Flood Protection (WQFP) Maintenance	177,214	101,152	76,062	57,000	An engineering analysis is expected to be performed during autumn 2009 to determine if the County's efforts were sufficient to improve drainage at the Los Verdes Golf Course, or if additional repairs are necessary. This project will be finalized when the environmental permits have been closed, and a small section of utility undergrounding has been completed. Staff expects completion during FY09-10; however, it should be noted that closing the permits is subject to the workload of other agencies with constrained resources due to state budget cuts.
501-3052-431-73-00	Verdes Golf Course Drainage	95,000	-	95,000	95,000	The City has applied for earmarked funding for this drainage project. Once the City receives communication that there is an interest in providing an earmark, project scoping will begin.
501-3052-431-73-00	WQFP Improvements - McCarrell Canyon Drainage System	6,308,226	6,017,634	290,592	290,000	This is an on-going program. Staff expects that additional lining will be performed during FY09-10, as department staff vacancies continue to be filled.
501-3052-431-73-00	WQFP Improvements - Lower San Ramon	800,053	8,225	791,828	792,000	
501-3052-431-73-00	WQFP Improvements - Storm Drain Lining	852,859	637,916	214,943	215,000	

Account	Description	FY08-09 Budget	Actual Spent	Amount Available	Carryover Request	Justification
501-3052-431-73-00	WQFP Improvements - Miscellaneous Repairs	221,620	166,828	54,792	55,000	In the past, General Fund monies have been transferred to the WQFP fund for miscellaneous drainage repairs. However, no General Fund transfers to the WQFP fund were included in the FY09-10 budget. The entire FY09-10 WQFP budget is funded with user fees. Staff would use the FY08-09 savings to provide for unexpected FY09-10 repairs.
501-3052-431-73-00	WQFP Improvements - Filtration	262,726	7,490	255,236	255,000	The City originally planned to use this appropriation to install catch basin inserts in County-owned drains within the City. However, the County is currently assessing whether it will allow the City to perform this work. If the County declines, Staff will re-assess the best locations to install catch basin inserts in City-owned drains.
501-3052-431-73-00	WQFP Improvements - PVDE Curb Drainage Improvements	60,000	-	60,000	60,000	By December 2009, Staff expects to use this appropriation to install additional drainage inlets as part of the PVDE traffic safety improvements project.
<b>Total Water Quality Flood Protection Fund</b>						
					<b>1,819,000</b>	
681-2082-499-75-20	Computer Equipment Purchases	413,520	91,335	322,185	322,000	The continued appropriation will provide aerial photo replacement for the City's GIS, replacement of one-third of the desktop workstations, the Microsoft Office and Microsoft Windows operating system upgrades on desktop workstations, the primary firewall upgrade, the City's voice system upgrade and implementation of Microsoft Project.
681-6083-499-61-00	Minor Equipment Purchases	33,000	7,196	25,804	25,000	Staff expects to use the continued appropriation for \$5,000 of audio/visual equipment related to the Community Development building remodel, \$10,000 to replace three furniture workstations in the Finance & IT department purchased in 1999, and \$10,000 for other various minor equipment needs throughout City Hall.
681-6083-499-75-10	Office Equipment Purchases	89,000	70,455	18,545	12,000	A replacement copier/scanner/printer 3-in-1 device was purchased for the Community Development building in July 2009.
<b>Total Equipment Replacement Fund</b>						
					<b>359,000</b>	
685-1015-499-27-00	Employee Bonus Pool	102,954	70,607	32,347	32,347	The remaining employee bonus round for FY08-09 will be completed in August 2009.
<b>Total Employee Benefits Fund</b>						
					<b>32,347</b>	
686-3086-461-73-00	Building Improvements - City Hall Generator	193,687	36,513	157,174	157,000	Design and some preparation work was completed during FY08-09. Staff expects to open bids for the project during August 2009. The project is scheduled to be completed in January 2010. This continued appropriation will be combined with \$63,000 remaining from the City Hall Modifications project for a total amount of \$220,000 available for the project in FY09-10.
686-3086-461-73-00	Building Improvements - City Hall Modifications	83,128	17,441	65,687	63,000	Staff would like to use the remainder of this FY08-09 appropriation to supplement the City Hall generator project (see separate justification).

Account	Description	FY08-09 Budget	Actual Spent	Amount Available	Carryover Request	Justification
686-3086-461-73-00	Building Improvements - Community Development Building Remodel	114,897	106,344	8,553	8,000	Staff expects this continued appropriation will contribute to the purchase of a modular restroom to serve the Community Development department. If additional funding is needed, Staff will report to City Council with a recommendation.
686-3086-461-73-00	Building Improvements - Emergency Operations Center (EOC)	25,000	-	25,000	25,000	Staff is currently re-assessing the existing functionality of the EOC in its current state.
686-3086-461-73-00	Building Improvements - Ladera Linda Storage	22,000	8,930	13,070	13,000	The Ladera Linda storage project was completed during FY08-09 with substantial savings. Project savings were re-programmed for improvements needed at Hesse Park for audio/visual reconfiguration. The work is currently in process, and this continued appropriation would provide for its completion.
<b>Total Building Improvements/Replacement Fund</b>					<b>266,000</b>	

	Action Date	Beginning Reserves	Revenues	Expenditures	Net Transfers	Ending Reserves
Budget Adoption (estimate)	6/30/2009	9,174,874	19,635,046	(17,941,846)	(1,480,852)	9,387,222
Adjustments:						
Revised Estimates		9,174,874	19,635,046	(17,941,846)	(1,480,852)	9,387,222
Variance to Original Budget		-	-	-	-	-
Excess Budgeted Revenue Over/(Under) Budgeted Expenditures & Net Transfers						212,348
Reserve Policy Level (50% of Budgeted General Fund Expenditures)						8,970,923
Reserves in Excess of Policy Level					105%	416,299
<b>Column Heading Definitions</b>						
<b>Action Date</b> is the date City Council adopted the budget or approved an adjustment to the budget.						
<b>Beginning Reserves</b> are the budgeted 7/1/09 General fund reserves at the time of budget adoption.						
<b>Revenues</b> include the originally adopted revenue budget and subsequent adjustments. When staff becomes aware that revenues are expected to significantly deviate from the adopted budget, an adjustment is presented to the City Council for approval.						
<b>Expenditures</b> include the originally adopted expenditure budget and subsequent adjustments. When staff becomes aware that expenditures of a program are expected to significantly deviate from the adopted budget, an adjustment is presented to the City Council for approval.						
<b>Net Transfers</b> include both operating transfers from and to the General fund. Originally budgeted Net Transfers are adjusted when staff becomes aware that an additional operating transfer is needed to satisfy an unanticipated shortfall within another fund; and that shortfall must be funded with General fund monies.						
<b>Ending Reserves</b> are the estimated 6/30/10 General fund reserves at the time of budget adoption. Adjusted Ending Reserves is a calculation based on subsequent adjustments to Beginning Reserves, Revenues, Expenditures and Net Transfers.						

RESOLUTION NO. 2009 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO PALOS VERDES, AMENDING RESOLUTION 2008-47, THE BUDGET APPROPRIATION FOR FY08-09, TO REDUCE THE BUDGET FOR THE APPROVED CONTINUING APPROPRIATIONS

WHEREAS, Section 3.32 of the Rancho Palos Verdes Municipal Code provides that all expenditures in excess of budgeted allocations must be by supplemental appropriation of the City Council: and

WHEREAS, on June 17, 2008, the City Council of the City of Rancho Palos Verdes adopted Resolution 2008-47, approving a spending plan and authorizing a budget appropriation for FY08-09: and

WHEREAS, certain projects included in the FY08-09 budget will be carried over as continuing appropriations to FY09-10 (listed in Attachment A); and

WHEREAS, the City Council desires that the FY08-09 budget be reduced for each of the continuing appropriations carried over to FY09-10.

BE IT, THEREFORE, RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO PALOS VERDES:

The following adjustments are made to the FY08-09 budget per the attached Exhibit A:

Decrease the General fund budget as follows:

City Manager	#101-1002-71-00	Land Purchase	\$ 110,300
Safety Special Pgm	#101-1024-32-00	Professional/Technical	\$ 14,000
Animal Control	#101-1025-32-00	Professional/Technical	\$ 15,000
Emergency Prep	#101-1026-32-00	Professional/Technical	\$ 30,000
Emergency Prep	#101-1026-61-00	Supplies/Minor Equipment	\$ 130,000
Finance	#101-2020-32-00	Professional/Technical	\$ 45,000
Public Works Admin	#101-3001-32-00	Professional/Technical	\$ 125,000
Traffic Management	#101-3006-32-00	Professional/Technical	\$ 80,000
Traffic Management	#101-3006-43-00	Maintenance	\$ 13,000
Storm Water Quality	#101-3007-32-00	Professional/Technical	\$ 39,000
Storm Water Quality	#101-3007-43-00	Maintenance	\$ 36,000
Building Maint	#101-3008-43-00	Maintenance	\$ 113,000
Building Maint	#101-3008-61-00	Supplies/Minor Equipment	\$ 10,000
Parks/Trails Maint	#101-3009-32-00	Professional/Technical	\$ 10,000
Parks/Trails Maint	#101-3009-43-00	Maintenance	\$ 216,000
Sewer Maintenance	#101-3026-32-00	Professional/Technical	\$ 39,000
Sewer Maintenance	#101-3026-43-00	Maintenance	\$ 10,000
Planning	#101-4001-32-00	Professional/Technical	\$ 126,000
Building & Safety	#101-4002-32-00	Professional/Technical	\$ 90,000
NCCP	#101-4005-32-00	Professional/Technical	\$ 76,000
Recreation Admin	#101-5010-32-00	Professional/Technical	\$ 10,000
Recreation PVIC	#101-5060-61-00	Supplies/Minor Equipment	\$ 5,000
Total General fund adjustments			\$ 1,342,300

Decrease the Street Maintenance fund budget as follows:

Street Landscape	#202-3003-43-00	Maintenance	\$ 125,000
Port Bend Road	#202-3005-32-00	Professional/Technical	\$ 10,000
Port Bend Road	#202-3005-43-00	Maintenance	\$ 72,000

Decrease the Beautification fund budget as follows:

HOA Beautification	#212-3012-93-00	Grants To Others	\$ 11,000
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Decrease the Waste Reduction fund budget as follows:

Waste Hauler RFP	#213-3013-32-00	Professional/Technical	\$ 60,000
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Decrease the Public Safety Grants fund budget as follows:

CLEP Tech Equip	#217-2017-69-00	Miscellaneous	\$ 33,635
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Decrease the Habitat Restoration fund budget as follows:

Re-Veg & Maint	#222-3022-73-00	Improvements	\$ 70,000
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Decrease the Abalone Cove Sewer Maintenance District fund budget as follows:

Lift Stations	#225-3025-73-00	Improvements	\$ 32,000
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Decrease the Capital Improvement Projects fund budget as follows:

Administration	#330-3030-32-00	Professional/Technical	\$ 36,000
Street Improvement	#330-3031-32-00	Professional/Technical	\$ 5,200
Street Improvement	#330-3031-73-00	Improvements	\$6,150,000
Park Improvements	#330-3033-73-00	Improvements	\$ 80,000
Sewer Improvement	#330-3035-32-00	Professional/Technical	\$ 17,000

Decrease the Affordable Housing In-Lieu fund budget as follows:

Affordable Housing	#337-4037-73-00	Improvements	\$ 667,368
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Decrease the Development Impact Mitigation fund budget as follows:

Environment Excise	#338-3038-73-00	Improvements	\$ 72,000
Environment Excise	#338-3038-91-00	Transfer to General Fund	\$ 20,000

Decrease the Water Quality Flood Protection fund budget as follows:

Storm Drains	#501-3052-73-00	Improvements	\$ 445,000
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Decrease the Equipment Replacement fund budget as follows:

Computer Equip	#681-2082-61-00	Minor Equipment	\$ 67,000
Computer Equip	#681-2082-75-20	Capitalizable Equipment	\$ 255,000
Furniture & Equip	#681-6083-61-00	Minor Equipment	\$ 25,000
Furniture & Equip	#681-6083-75-10	Capitalizable Equipment	\$ 12,000

Decrease the Employee Benefits fund budget as follows:

Employee Benefits	#685-1015-27-00	Bonus Pool	\$ 32,347
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Decrease the Building Replacement fund budget as follows:

Building Improvement	#686-3086-73-00	Improvements	\$ 266,000
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PASSED, APPROVED, AND ADOPTED THE 18<sup>th</sup> DAY OF AUGUST 2009.

ATTEST:

\_\_\_\_\_  
CITY CLERK

State of California                    )  
County of Los Angeles                )ss  
City of Rancho Palos Verdes         )

I, CARLA MORREALE, City Clerk of The City of Rancho Palos Verdes, hereby certify that the above Resolution No. 2009-    was duly and regularly passed and adopted by the said City Council at regular meeting thereof held on August 18, 2009.

\_\_\_\_\_  
CITY CLERK  
CITY OF RANCHO PALOS VERDES

RESOLUTION NO. 2009 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO PALOS VERDES, AMENDING RESOLUTION 2009-40, THE BUDGET APPROPRIATION FOR FY09-10, TO INCREASE THE BUDGET FOR THE APPROVED CONTINUING APPROPRIATIONS

WHEREAS, Section 3.32 of the Rancho Palos Verdes Municipal Code provides that all expenditures in excess of budgeted allocations must be by supplemental appropriation of the City Council: and

WHEREAS, on June 30, 2009, the City Council of the City of Rancho Palos Verdes adopted Resolution 2009-40, approving a spending plan and authorizing a budget appropriation for FY09-10: and

WHEREAS, certain projects included in the FY08-09 budget will be carried over as continuing appropriations to FY09-10 (listed in Attachment A); and

WHEREAS, the City Council desires that the FY09-10 budget be increased for each of the continuing appropriations carried over to FY09-10.

BE IT, THEREFORE, RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO PALOS VERDES:

The following adjustments are made to the FY09-10 budget per the attached Exhibit A:

Increase the General fund budget as follows:

City Manager	#101-1002-71-00	Land Purchase	\$ 110,300
Safety Special Pgm	#101-1024-32-00	Professional/Technical	\$ 14,000
Animal Control	#101-1025-32-00	Professional/Technical	\$ 15,000
Emergency Prep	#101-1026-32-00	Professional/Technical	\$ 30,000
Emergency Prep	#101-1026-61-00	Supplies/Minor Equipment	\$ 130,000
Finance	#101-2020-32-00	Professional/Technical	\$ 45,000
Public Works Admin	#101-3001-32-00	Professional/Technical	\$ 125,000
Traffic Management	#101-3006-32-00	Professional/Technical	\$ 80,000
Traffic Management	#101-3006-43-00	Maintenance	\$ 13,000
Storm Water Quality	#101-3007-32-00	Professional/Technical	\$ 75,000
Building Maint	#101-3008-43-00	Maintenance	\$ 113,000
Building Maint	#101-3008-61-00	Supplies/Minor Equipment	\$ 10,000
Parks/Trails Maint	#101-3009-32-00	Professional/Technical	\$ 10,000
Parks/Trails Maint	#101-3009-43-00	Maintenance	\$ 216,000
Sewer Maintenance	#101-3026-43-00	Maintenance	\$ 49,000
Planning	#101-4001-32-00	Professional/Technical	\$ 126,000
Building & Safety	#101-4002-32-00	Professional/Technical	\$ 80,000
Building & Safety	#101-4002-61-00	Minor Equipment	\$ 10,000
NCCP	#101-4005-32-00	Professional/Technical	\$ 76,000
Recreation Admin	#101-5010-32-00	Professional/Technical	\$ 10,000
Recreation PVIC	#101-5060-61-00	Supplies/Minor Equipment	\$ 5,000
Total General fund adjustments			\$ 1,342,300

Decrease the Street Maintenance fund budget as follows:

Street Landscape	#202-3003-43-00	Maintenance	\$ 125,000
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Port Bend Road #202-3005-43-00 Maintenance \$ 82,000

Increase the Beautification fund budget as follows:

HOA Beautification #212-3012-93-00 Grants To Others \$ 11,000

Increase the Waste Reduction fund budget as follows:

Waste Hauler RFP #213-3013-32-00 Professional/Technical \$ 60,000

Increase the Public Safety Grants fund budget as follows:

CLEEP Tech Equip #217-2017-69-00 Miscellaneous \$ 33,635

Increase the Habitat Restoration fund budget as follows:

Re-Veg & Maint #222-3022-73-00 Improvements \$ 70,000

Increase the Abalone Cove Sewer Maintenance District fund budget as follows:

Lift Stations #225-3025-73-00 Improvements \$ 32,000

Increase the Capital Improvement Projects fund budget as follows:

Administration #330-3030-32-00 Professional/Technical \$ 36,000

Street Improvement #330-3031-32-00 Professional/Technical \$ 5,200

Street Improvement #330-3031-73-00 Improvements \$6,150,000

Park Improvements #330-3033-73-00 Improvements \$ 80,000

Sewer Improvement #330-3035-32-00 Professional/Technical \$ 17,000

Increase the Affordable Housing In-Lieu fund budget as follows:

Affordable Housing #337-4037-73-00 Improvements \$ 667,368

Increase the Development Impact Mitigation fund budget as follows:

Environment Excise #338-3038-32-00 Professional/Technical \$ 41,000

Environment Excise #338-3038-73-00 Improvements \$ 51,000

Increase the Water Quality Flood Protection fund budget as follows:

Storm Drains #501-3052-73-00 Improvements \$ 445,000

Increase the Equipment Replacement fund budget as follows:

Computer Equip #681-2082-75-20 Capitalizable Equipment \$ 322,000

Furniture & Equip #681-6083-61-00 Minor Equipment \$ 25,000

Furniture & Equip #681-6083-75-10 Capitalizable Equipment \$ 12,000

Increase the Employee Benefits fund budget as follows:

Employee Benefits #685-1015-27-00 Bonus Pool \$ 32,347

Increase the Building Replacement fund budget as follows:

Building Improvement #686-3086-73-00 Improvements \$ 266,000

PASSED, APPROVED, AND ADOPTED THE 18<sup>th</sup> DAY OF AUGUST 2009.

\_\_\_\_\_  
MAYOR

ATTEST:

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CITY CLERK

State of California                    )  
County of Los Angeles                )ss  
City of Rancho Palos Verdes         )

I, CARLA MORREALE, City Clerk of The City of Rancho Palos Verdes, hereby certify that the above Resolution No. 2009-    was duly and regularly passed and adopted by the said City Council at regular meeting thereof held on August 18, 2009.

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CITY CLERK  
CITY OF RANCHO PALOS VERDES

RESOLUTION NO. 2009 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO PALOS VERDES, AMENDING RESOLUTION 2008-47, THE BUDGET APPROPRIATION FOR FY08-09, TO ADJUST THE BUDGET IN THE GENERAL FUND, STREET MAINTENANCE FUND, AND RPV TV FUND

WHEREAS, Section 3.32 of the Rancho Palos Verdes Municipal Code provides that all expenditures in excess of budgeted allocations must be by supplemental appropriation of the City Council: and

WHEREAS, on June 17, 2008, the City Council of the City of Rancho Palos Verdes adopted Resolution 2008-47, approving a spending plan and authorizing a budget appropriation for FY08-09: and

WHEREAS, certain programs included in the FY08-09 budget will have expenditures which vary from the adjusted budget; and

WHEREAS, the City Council desires that the FY08-09 budget be adjusted for each of these programs to assure budgetary compliance.

BE IT, THEREFORE, RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO PALOS VERDES:

The following adjustments are made to the FY08-09 budget:

Adjust the General fund budget as follows:

City Manager	#101-1002-52-00	General Liability Insurance	\$	17,000
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Adjust the Street Maintenance fund budget as follows:

Traffic Signals	#202-3004-41-30	Electricity	\$	2,000
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Adjust the RPV TV fund budget as follows:

RPV TV	#226-1007-61-00	Minor Equipment	\$	7,000
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PASSED, APPROVED, AND ADOPTED THE 18<sup>th</sup> DAY OF AUGUST 2009.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

State of California                    )  
County of Los Angeles                )ss  
City of Rancho Palos Verdes         )

I, CARLA MORREALE, City Clerk of The City of Rancho Palos Verdes, hereby certify that the above Resolution No. 2009-    was duly and regularly passed and adopted by the said City Council at regular meeting thereof held on August 18, 2009.

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CITY CLERK  
CITY OF RANCHO PALOS VERDES