

CITY OF BEVERLY HILLS 2006/2007 FISCAL YEAR BUDGET



Community Reinvestment
Communication and Outreach
Organizational Development - Being the Best
Improving Services and Results
Sustaining Beverly Hills' Reputation for Excellence

Stephen P. Webb
Mayor

Jimmy Delshad
Vice Mayor

Linda J. Briskman
Councilmember

Barry Brucker
Councilmember

Frank M. Fenton
Councilmember

Eliot Finkel
City Treasurer

Roderick J. Wood
City Manager

Scott G. Miller, PhD
Director of Administrative
Services/CFO

Profile of Beverly Hills

The City of Beverly Hills, a long-established residential city and commercial center is located within Los Angeles County in Southern California. The City, incorporated in 1914, has an estimated 2005 population of 35,969. From the beginning, when it was planned as a subdivision in 1906, Beverly Hills was designed as a special place. In subsequent years, much has changed, but not the desire to keep it special. As a result, the City of Beverly Hills has established a tradition of providing residents, businesses and visitors with a superior level of public safety services, premium life enrichment opportunities, and a renowned physical environment. From rolling hillside estate homes through a world renowned business community to charming family bungalows and apartments, Beverly Hills provides its residents, visitors and business partners a community often sought but rarely found in modern urban centers.

Beverly Hills is blessed by a healthy business community. Revenues generated from the business sector represent about 80% of total General Fund revenues. This allows the City to provide residents with the finest of residential living environments - clearly the City Council's first objective. Over the last few years, Beverly Hills has become the home of many entertainment industry headquarters, especially in the music recording field. The City has also attracted the most prestigious art galleries in the country, and all of the major talent agencies. In the retail field, Beverly Hills has enjoyed remarkable reinvestment in all geographical and market areas.

City of Beverly Hills

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CITY OF BEVERLY HILLS

455 NORTH REXFORD DRIVE · BEVERLY HILLS · CALIFORNIA 90210

RODERICK J. WOOD
City Manager

July 1, 2006

Honorable Mayor, Councilmembers and Citizens of Beverly Hills:

I am pleased to present the Adopted Annual Budget for Fiscal Year 2006-2007. One of our key financial management goals has been and is to convert the prior single line appropriations budget to a program-based budget to better identify what services and programs we are delivering to the community, understanding our sources and uses of funds and to manage our effectiveness and efficiency in the delivery of our services and programs. This program budget conversion is designed to be a five-year process to allow the implementation of necessary software, financial processes, training and program development. Last year's budget produced the creation of the program format which included best estimates for program costs. This year's budget captures accurate revenues and expenditures for the programs. This year's budget also incorporates the Department's Work Plans and major Program Initiatives. This document outlines and integrates together the financial plan, work plans and the priority initiatives for all departments for the coming fiscal year.

These work plans and initiatives were developed based on the community values and goal statements by the City Council and Mayors over the past two plus years. These were summarized during this year's Mayoral Installation and are as noted.

1. Beverly Hills offers the highest quality of life achievable for all of its citizens and maintains a unique and friendly character for its residents, guests and neighbors.
2. Beverly Hills is a world-class community known internationally for its excellence in its built environment and its extraordinary experiences, activities and events.
3. Beverly Hills is known as a leading edge, innovative and unique community in its government, business and technology programs and is recognized as a leader in the region, state and nation.
4. Beverly Hills is committed and maintains itself as the safest city in America.
5. Beverly Hills is known throughout the world for its alluring and distinctive business quarter of hotels, retail, restaurants, entertainment industry and unique headquarter businesses.

In an effort to succinctly and directly address the City's highest priorities and needs, the proposed budget integrates each department's mission, goals and work plan initiatives to meet these priorities. A focus of this year's budget document is a direct

City Manager's Budget Message

connection between the work plan elements and the City Council's goals. The staff has adopted five major initiatives to institute the City Council's goals and vision.

These five initiatives are:

1. Community Reinvestment
2. Communication and Outreach
3. Organizational Development – Being the Best
4. Improving Services and Results
5. Sustaining Beverly Hills' Reputation for Excellence

Every new effort, all of the existing programs and every element of the work plan are tied to one or more of these five initiatives. This will help staff, the City Council and the community sort through the many demands to provide new programs or higher levels of service by focusing on only those elements that will help achieve the five initiatives. The intent is that if we stay focused on these initiatives the City will be providing exceptional customer service and meeting the highest priorities of the community.

Before outlining the City's major initiatives for the current fiscal year, an overview of the fiscal context in which the budget was developed is provided.

The Economic and Fiscal Context

While the economy improved, there are areas of concern particularly as it relates to the City's budget and future revenues. As you may recall from last year's budget, it was expected that increasing revenue sources would slow, construction and general operating and labor costs would continue to rise at a rate that would outstrip increasing revenue, and the market pressure would continue to transition from more productive entertainment office space rentals to less productive medical office uses. These factors joined with the desire to substantially increase (\$10 million annually) the City's investment in maintenance and improvements to the City's infrastructure and other capital needs, were areas of significant concern. These were addressed in the Fiscal Year 2005-2006 budget by creating a three-year plan to increase fees, transfer appropriate costs from the General Fund to the appropriate enterprise fund, reduce expenses by eliminating 45 positions via attrition over the three year period, implement unspecified budget reductions and use of General Fund Reserves in the form of a loan to pay for investment in capital needs of the City. The plan anticipated that excess revenues would be used to replenish these reserves, provide for capital needs or reduce debt.

During the 2005-2006 Fiscal Year, the first phase of the three-year plan was implemented and included a number of, but not all, needed fee increases, the transfer of approximately \$3.48 million of expenses from the General Fund to the appropriate enterprise funds, elimination of 15 positions, cost savings associated with

City Manager's Budget Message

leaving some positions vacant for a period of time to accrue salary and benefit savings, and a transfer of \$8 million to the CIP funds for infrastructure and capital needs. All of this resulted in achieving some of the fiscal objectives outlined in the three-year plan earlier than was expected. Additionally, the economic performance in the region and in the City has outperformed the projections presented to the City Council in last year's adopted budget. Specifically, the City's retail sector as well as the tourist supported sector had an excellent year during Fiscal Year 2005-2006. Moreover, the property tax realized was more than expected as a result of the sustained housing market. This resulted in over-realization of revenues from sales tax, transient occupancy tax, business tax and property tax compared to that which was expected. Additionally, the City successfully implemented the first phase of fund transfers, fee adjustments and position eliminations outlined in the plan. Lastly, City staff was been extraordinarily prudent in spending budgeted resources such that the required and expected expenditure savings was achieved. All of these factors taken together have created a fiscal environment in which the main elements of the three-year plan were realized after the first year. This is particularly important because, based on current projections, the City will be able to make the annual \$10 million investment in the City's infrastructure and capital needs in future years without contributions from the General Fund Reserves or the elimination of additional positions.

However, a number of the critical issues identified during last year's budget discussions have not been alleviated. Specifically, the imbalance between revenues and expenditures that was anticipated to be addressed in the three-year plan has not been eliminated. Based on a five-year budget forecast, this imbalance may be staved off only for a year or two. Since some elements of the three-year plan have not yet been studied, the forecast does not project a specific outcome concerning the problem involving conversion of office space from entertainment to medical uses nor does it consider additional efforts to establish appropriate fee structures, fund transfers or cost saving efficiencies that could be implemented. These elements could have a substantial impact on resolving or exacerbating the imbalance. Therefore, it is important that the City diligently pursue all elements of the three-year plan (except eliminating more positions) until a comprehensive and long range solution is implemented. To assist this effort the following objectives or actions have been included in the Fiscal Year 2006-2007 proposed budget:

- General Plan process will provide analysis of the fiscal implications of changing uses within a particular zone (such as entertainment to medical office use). Staff will soon be making a proposal whether an economic element should or should not be added to the General Plan.
- Each development project (both private and City-owned) that involves a proposed change in land use designation will include a financial analysis of the long term impacts of the change. If there are multiple permitted uses within a zone that are being considered, an analysis of the different options

City Manager's Budget Message

will be presented for City Council consideration during your policy deliberations.

- An analysis of additional transfer of costs from the General Fund to enterprise funds will be completed. One area of particular interest is transferring appropriate cost for rubbish clean up in the downtown area to the solid waste fund while ensuring that the solid waste fund is financially sound.
- Fee adjustments associated with the delivery of Fire Department services have been included into the budget. Due to an administrative oversight ambulance fees have not kept pace with the rates authorized by Los Angeles County. The hourly rate for Fire and Police personnel to work at special events and filming locations will increase to eliminate the substantial General Fund subsidy that has existed for a number of years. Lastly, plan check and inspection fees will increase slightly while a more comprehensive analysis of these fees that are typically paid by developers are evaluated. These additional revenues will be used to implement a reorganization (primarily to strengthen the Fire Prevention Bureau and general administration of the Department).
- During the fiscal year a comprehensive organizational analysis of the Public Works and Information Technology Departments will be finished and any areas where immediate efficiencies or cost savings can be realized will be brought back to the Council. In other cases recommendations will return to the Council with the Fiscal Year 2007-2008 budget.
- A true project accounting process will be developed to further identify and charge costs associated with capital improvement projects to those projects and not to the General Fund as a whole.
- A fee study of those fees that have yet to be evaluated will be undertaken. This includes General Fund supported services as well as enterprise funds such as an evaluation of metered parking rates. This will ensure that most if not all fees will have been studied within a two year period. Staff intends to make a comprehensive evaluation of fees a periodic objective (best practice is to undertake this type of evaluation every five years).

Major Initiatives for Fiscal Year 2006-2007

The proposed budget contains many ambitious work plan objectives that are intended to address the highest priorities in the community and the goals of the City Council. The budget attempts to categorize these priorities into the five initiatives.

City Manager's Budget Message

These initiatives are the foundation of each Department's budget and work plan initiatives. Each department has done an excellent job of translating their work plan objectives into these five priorities and they are outlined in detail within their respective sections of this budget. Below we have outlined highlights from the Departments' budgets as well as the Capital Improvement Program budget. As a reminder, these are only initiatives and programs and are only the highlights of the ones with the broadest interest from the Council and community.

1. Community Reinvestment
 - Invest in street resurfacing by increasing street resurfacing to \$2 million
 - Begin implementation of granite sidewalks at City-owned facilities
 - Capital investment in ongoing basic maintenance of existing buildings, parks and right of way improvements
2. Communication and Outreach
 - Redesign website
 - Develop and implement Communications Master Plan
 - Implement branding program and begin marketing City merchandise
3. Organizational Development – Being the Best
 - Implement First Line Supervisor Training
 - Complete required disaster training required by National Incident Management System (NIMS)
4. Improving Services and Results
 - Improving customer efficiency by rehabilitating Lobby/Ground Floor in City Hall to establish a customer service and permit center
 - Increase types of transactions that can be accomplished over the Web
 - Construct and staff Teen Zone and Library
 - Implement comprehensive and centralized management of human service/social service needs for Beverly Hills community
 - Develop a Community Security Plan
5. Sustaining Beverly Hills' Reputation for Excellence
 - Develop comprehensive "Smart City" Plan
 - Implement pilot community security video program on Rodeo Drive and a selected parking structure
 - Design and construct first phase of Gateway improvements

Conclusion

In the Adopted Budget, staff has made every effort to address the Council's and community's major concerns and highest priorities. During the coming fiscal year staff will work diligently to accomplish what is clearly a very aggressive work plan. The staff will also provide the council and community with the analytical information necessary to identify, develop and begin adopting long-term solutions to the financial dilemmas facing the City.

City Manager's Budget Message

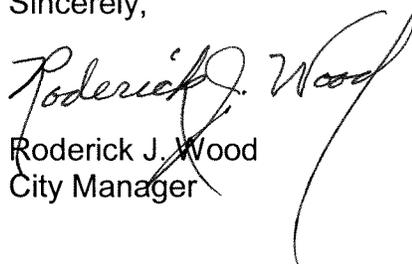
The very robust economy of 2005/06 should not lull the City into a false sense of financial security. The City continues to face serious and not too distant financial constraints. Because of the current tax structures and the components of costs in city budgets, facing critical near and long term fiscal problems is a reality for Beverly Hills and most cities in California. The expenditures are simply rising faster than the revenues. This is because the major components of costs in our budget are labor, construction and energy, which are the components with the greatest inflationary pressures. Revenues are fixed by law and cannot be adjusted without voter authorization. This results in the only means cities have to assure that revenues keep in line with expenses through economic growth.

As has been noted on many occasions, 70% to 80% of the City's revenues are derived from commercial activity and 70% to 80% of the City's expenses originate from residential demands. The City is essentially landlocked and is almost entirely developed. This means it has very few opportunities for true growth. This obligates the city to maximize the economic opportunities within its very limited available commercial land and zoning. The city is currently 91% zoned and developed as residential with only a very small 9% of the land zoned for commercial activity. With so much of its revenues generated from this extremely limited 9% of its land, prudent and judicious consideration must be made regarding its future use. The staff will be reviewing guardedly all proposals for conversion of this limited commercial space to non-commercial use or less productive commercial uses.

The General Plan study will be of critical importance in determining the financial well being of the city and the City's ability to continue providing its citizens with superior services and safety.

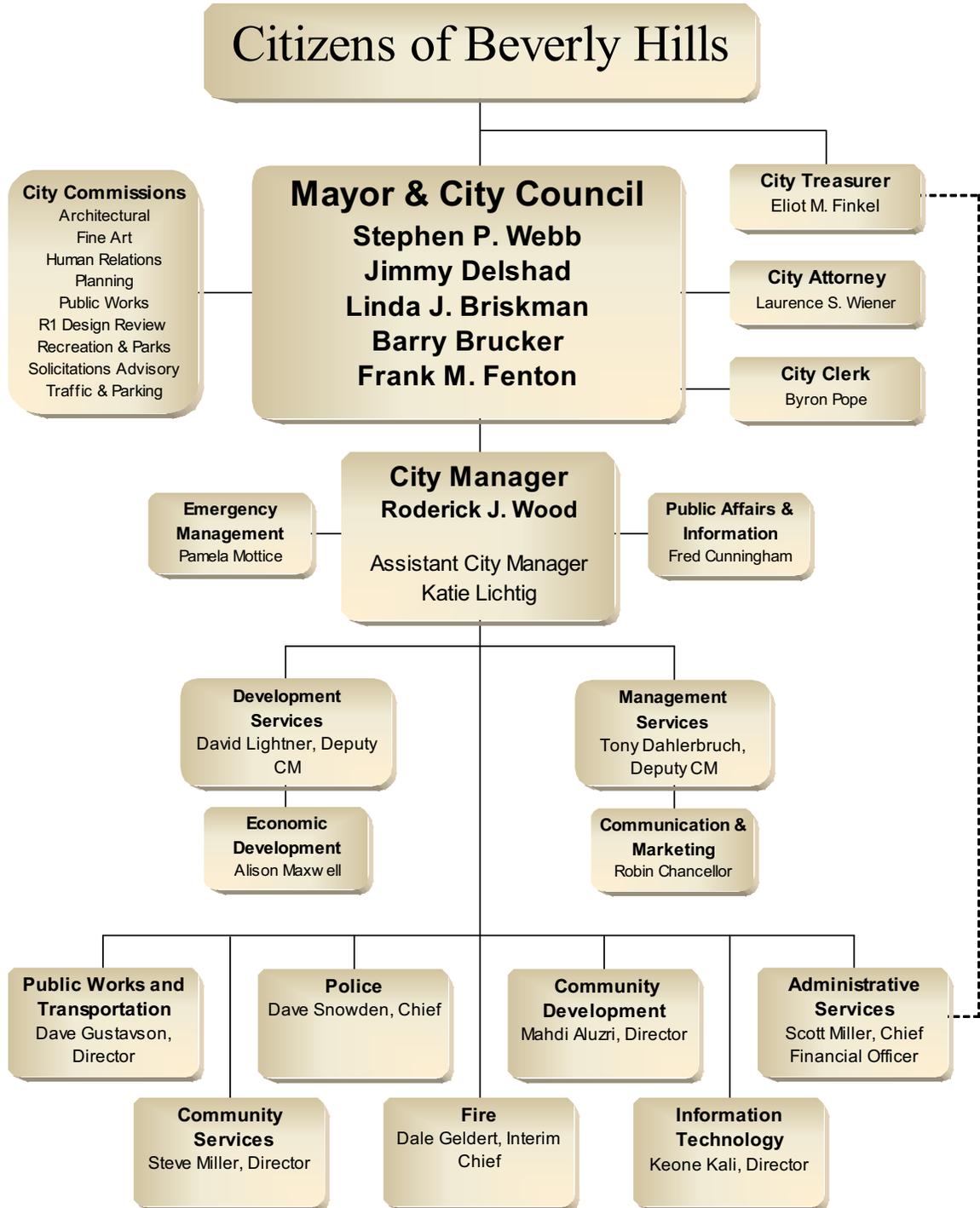
This budget also sets the financial foundation to establish an accurate and understandable assessment and tracking of the uses and sources of all funds. This is the second year of our five-year conversion to a program based budget. The development of the programs and the accurate tracking of funds will be completed with the Fiscal Year 2007/2008 budget process. The Fiscal Year 2006/2007 budget presents a number of opportunities and challenges to improve overall service to the community. By any standard this is a very aggressive program of work that will assess the capacity of the staff and City Council to accomplish.

Sincerely,



Roderick J. Wood
City Manager

**CITY OF BEVERLY HILLS
CITY-WIDE ORGANIZATION CHART**





City of Beverly Hills



Summary of the Accounting Structure



SUMMARY OF THE BUDGET AND ACCOUNTING STRUCTURE

The City of Beverly Hills uses the same basis for budgeting as for accounting. Governmental fund financial statements are budgeted and reported using a modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Property taxes and taxpayer-assessed tax revenues (e.g., franchise taxes, sales taxes, motor vehicle fees, etc.), net of estimated refunds and uncollectible amounts, and interest associated with the current fiscal period are all considered susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered measurable and available only when cash is received by the City. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due.

To budget and record financial transactions, the City of Beverly Hills uses several different types of funds: governmental, capital proprietary, internal service, and special revenue funds. This practice is also referred to "fund accounting".

The City budgets for the following major *governmental funds*:

- The **General Fund** is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. It is the fund that provides traditional governmental services such as public safety, library and recreational services.
- The **Infrastructure Capital Projects Fund** accounts for the construction expenditures of certain public capital improvement projects, including, but not limited to, replacement of the City's street lighting system, street improvements and other infrastructure projects. It is primarily a subset of the General Fund used to recognize and fund long-term capital or property expenditures for assets which belong to the General Fund.

The City budgets for the following major *proprietary funds*:

- The **Water Enterprise Fund** accounts for all financial aspects of the City's water operations. The City currently obtains its water from the Metropolitan Water District of Southern California and distributes it throughout the City and portions of the City of West Hollywood. The City has completed construction of a water treatment facility through a lease-purchase-operate-finance arrangement to treat local well water that is anticipated to meet approximately 20% of its water needs. The acquisition and construction of water system facilities have primarily been financed through the issuance of general obligation and revenue bonds supported by water service charges established by City Council action.
- The **Parking Facilities Enterprise Fund** accounts for the City's self-supporting parking operations. The acquisition and construction of parking facilities have primarily been financed through the issuance of revenue bonds supported by parking fees charged to the public and lease payments from retail facilities located in the parking structures.
- The **Solid Waste Enterprise Fund** accounts for the collection and disposal of solid waste generated by commercial and residential users in the City. Solid waste operations are primarily financed through user charges established by City Council action.
- The **Wastewater Enterprise Fund** accounts for the collection and disposal of wastewater generated within the City. The acquisition and construction of wastewater facilities and capacity rights in the City of Los Angeles Hyperion Treatment Plant have primarily been financed through the issuance of revenue bonds supported by user charges established by City Council action.
- The **Stormwater Enterprise Fund** accounts for the certain standards for street sweeping, storm drain maintenance and other environmental quality programs mandated under the Federal "Clean Up the Bay" program. Stormwater operations are financed through user charges established by City Council action.

Additionally, the City budgets for *internal service* and *special revenue funds*:

- **Internal Service Funds** account for a variety of services provided to other departments or agencies of the City on a cost reimbursement basis. These services include information technology, capital assets (governmental capital assets excluding infrastructure assets and the City's fine art collection) and related maintenance and financing, reprographics, cable television, liability insurance, workers' compensation insurance, unemployment insurance and employee benefits. Rentals to user departments and divisions for internal service capital assets are based on 1) capital replacement, 2) repairs and maintenance costs and 3) fuel usage. The capital replacement charge, based on the estimated net replacement cost of the asset allocated over the asset's estimated useful life, is used by the City to reduce budgetary swings in user departments for periodic capital replacement.
- **Special Revenue Funds** are restricted funds with dedicated funding sources, such as: Park & Recreation Tax Fund, which receives fees from new development that may only be used for park related expenses; Propositions A & C Transportation Funds derived from sales tax entitlements and administered by the Los Angeles County Metropolitan Transportation Authority (MTA). May be used only for transportation or transportation related programs and expenses; and Fine Art Fund, which receives fees from new development that may only be used only to provide public art and art related exhibitions.

Private-sector standards of accounting, reporting and budgeting issued prior to December 1, 1989, generally are followed by the City to the extent that those standards do not conflict with or contradict guidance of the GASB. The City also has the *option* of following subsequent private-sector guidance for its business-type activities and enterprise funds, subject to the same limitation. The City has elected not to follow subsequent private-sector guidance.

As a general rule, the effect of interfund activity has been eliminated from the City's government-wide budgeting practices and financial statements. Exceptions to this general rule are internal service fund charges and charges for billing, legislative assistance and similar services to business-type activities, as well as certain other charges to business-type activities and various other functions of the City. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

DESCRIPTION OF REVENUE SOURCES

The four major sources of General Fund revenue, which generate about 74% of General Fund total income, include Property Tax, Sales Tax, Transient Occupancy Tax and Business Tax.

Property Tax

A property tax is imposed on each deed, instrument, or writing by which any lands, tenements, or other realty sold within the city shall be granted, assigned, transferred, or otherwise conveyed to, or vested in, the purchaser or purchasers, or any other person or persons, by their direction, when the consideration or value of the interest or property conveyed, exclusive of the value of any lien or encumbrances remaining thereon at the time of sale exceeds one hundred dollars (\$100.00) a tax at the rate of twenty seven and one-half cents (\$0.275) for each five hundred dollars (\$500.00) or fractional part thereof. Beverly Hills Municipal Code 3-1-402.

Sales Tax

The City imposes a tax for the privilege of selling tangible personal property at retail upon every retailer in the city at the rate of one percent (1%) of the gross receipts of the retailer from the sale of all tangible personal property sold by that person at retail in the city, and a use tax of one percent (1%) of the purchase price upon the storage, use or other consumption of tangible personal property purchased from a retailer for storage, use or consumption in the city. Beverly Hills Municipal Code 3-1-103

The adopted sales and use tax law complies with the requirements and limitations contained in part 1.5 of division 2 of the state Revenue and Taxation Code; and can be administered and collected by the state board of equalization.

Transient Occupancy Tax

For the privilege of occupancy in any hotel within city limits, each transient is subject to and shall pay a tax in the amount of fourteen percent (14%) of the rent charged by the operator. Such tax shall constitute a debt owed by the transient to the city, which debt shall be extinguished only by payment to the operator or to the city. The transient shall pay the tax to the operator of the hotel at the time the rent is paid. Beverly Hills Municipal Code 3-1-303.

The full amount of tax collected shall be remitted to the city by the operator on or before the last day of the month immediately following the close of the prior month. Beverly Hills Municipal Code 3-1-307.

Business Tax

Every person who engages in any business within the city must register with the department of Administrative Services – Finance Division and pay a separate business tax for:

- 1) Each establishment or location within the city at which registrant conducts business; and
- 2) Each type of business in which a registrant conducts at every primary and branch establishment within the city.

Where business is engaged in from one or more locations outside the city, only one registration for each classification of business is required for engaging in that business in the city from all such outside locations. Beverly Hills Municipal Code 3-1-208.

Computation of Business Tax

The business tax is computed by multiplying the measures of business activity, such as gross receipts, gross payroll, gross operating expenses, number of vehicles, machines, devices or articles of equipment used, or the number of persons employed, for the classification of the business being registered by the tax rate for the classification of the business being registered. Beverly Hills Municipal Code 3-1-210.

Other General Fund revenue sources include:

Other Taxes

- Property Transfer Tax
- Dwelling Unit Tax
- Construction Tax
- Condominium Tax

Fines and Penalties

- Ordinance Violations
- Motor Vehicle Code Violations
- Parking Ordinance Violations
- Other Fines and Penalties

Licenses and Permits

- Regulatory Permits
- Conditional Use Permits
- Development Permits
- Plan Check and Permitting
- Building Permits and Inspections
- Other Development Fees

Subventions and Grants

- Motor Vehicle License Fees
- State Highway Maintenance Reimbursement
- State Library Reimbursement
- Other Intergovernmental Revenues

Use of Money and Property

- Farmers' Market Concessions
- Interest Earned
- Franchise Electric
- Oil Royalties
- City Owned Property Lease Income
- City facilities Rental Income

Charges for Current Services

- Special Events Fees
- Jail Cell Fees
- Vehicle Release Fees
- Fingerprinting Fees
- Ambulance Fees
- City Sponsored Events Fees
- Parking Meters
- Miscellaneous Fire Department Fees

Miscellaneous Revenues

- Recoverable Expenditures
- Unanticipated Revenue
- State Mandated Costs
- City Property Damage
- Sale of Property
- Other Misc. Revenues

BASIS OF FUTURE REVENUE ESTIMATES

In general

The City of Beverly Hills revenue estimates are calculated by the Administrative Services Department based on a combined study of the following factors:

- Consumer Price Index (CPI) fluctuations
- Historical trends
- Current year actual revenues collected
- Current fees, charges and rates
- Financial forecasts and market trends data from recognized organizations
- Current and projected investments return rates
- Impact of major and medium size incidents at the local, national and worldwide level that may have consequences in the City's economic trends

Fiscal Year 2006/2007 General Fund revenue projections

Projections were based upon historical trends, current fees, charges and rates, information gathered from various professional finance organizations, by the Federal Government Bureau of Labor Statistics, information from economic publications such as the Wall Street Journal and the UCLA Anderson School "Forecast" publication.

Based upon this data we estimated an average increase in revenue, of all four major revenues, of 14.87% for Fiscal Year 2006/07 and 3.76% for Fiscal Year 2007/08.





City of Beverly Hills



Fiscal Year 2006/2007 Budget Summary



CITY OF BEVERLY HILLS
FUND BALANCE ANALYSIS BY FUND
FISCAL YEAR 2006/2007

FUND	FUND TYPE	Estimated Fund Balance 07/01/2006	Estimated Revenues	Appropriations 2006/07	Transfers In	Transfer Out	Estimated Fund Balance 06/30/2007
General	General	30,664,447	146,789,495	141,400,205	6,000	5,287,891	30,771,846
Lease Rev. Capital Improv.	Infrastructure	15,137,932	2,110,357	14,704,814	3,707,691	-	6,251,166
Capital Assets	Internal Svcs.	9,068,465	30,670,768	53,707,857	21,646,540	-	7,677,916
Housing and Comm. Dev. Act	Special Rev.	(15,393)	256,947	256,946	-	-	(15,392)
State Gas Tax	Special Rev.	961,134	915,260	850,000	-	6,000	1,020,394
In Lieu Parking	Special Rev.	869,179	796,688	-	-	1,000,000	665,867
Parks & Recreation Facilities	Special Rev.	6,397,453	4,270,281	4,275,000	-	-	6,392,734
Fine Arts	Special Rev.	962,504	56,925	-	-	-	1,019,429
Law Enforcement Grant	Special Rev.	96,820	220,498	151,456	-	-	165,862
PALTA Grant (Proposition A)	Special Rev.	1,596,175	673,123	863,301	-	-	1,405,997
Proposition C Grant	Special Rev.	1,113,509	439,510	494,306	-	-	1,058,713
Information Technology	Internal Svcs.	7,719,275	7,980,390	15,218,528	-	-	481,137
Cable Television	Internal Svcs.	2,918,473	1,244,139	1,449,957	-	-	2,712,655
Reprographics/Graphics	Internal Svcs.	766,768	2,008,058	1,980,886	-	-	793,940
Liability Claims Reserve	Internal Svcs.	5,226,564	4,362,304	5,186,368	-	-	4,402,500
Workers' Compensation	Internal Svcs.	9,415,064	4,020,756	4,045,413	-	-	9,390,407
Policy, Admin & Legal	Internal Svcs.	(319,478)	22,964,562	22,841,600	-	-	(196,516)
Water Enterprise	Enterprise	17,766,643	29,771,252	54,265,061	19,000,000	-	12,272,834
Parking Enterprise	Enterprise	41,063,596	13,526,548	50,014,877	1,000,000	-	5,575,267
Solid Waste Enterprise	Enterprise	4,482,185	12,712,278	13,260,126	-	-	3,934,337
Wastewater Enterprise	Enterprise	7,959,868	7,662,217	12,118,283	-	-	3,503,802
Storm Water Enterprise	Enterprise	3,505,569	1,800,382	2,461,899	-	-	2,844,052
Total All Funds		167,356,752	295,252,738	399,546,883	45,360,231	6,293,891	102,128,947
SUMMARY BY FUND TYPE							
GENERAL FUND		30,664,447	146,789,495	141,400,205	6,000	5,287,891	30,771,846
SPECIAL REVENUE FUNDS		11,981,381	7,629,232	6,891,009	-	-	11,713,604
INFRASTRUCTURE FUND		15,137,932	2,110,357	14,704,814	3,707,691	-	6,251,166
INTERNAL SERVICES FUNDS		34,795,131	73,250,977	104,430,609	21,646,540	-	25,262,039
ENTERPRISE FUNDS		74,777,861	65,472,677	132,120,246	20,000,000	-	28,130,292
TOTAL ALL FUNDS		167,356,752	295,252,738	399,546,883	45,360,231	5,287,891	102,128,947

**CITY OF BEVERLY HILLS
BUDGETED REVENUES AND EXPENDITURES
SUMMARY BY FUND AND ACCOUNT CATEGORY
FISCAL YEAR 2006/2007**

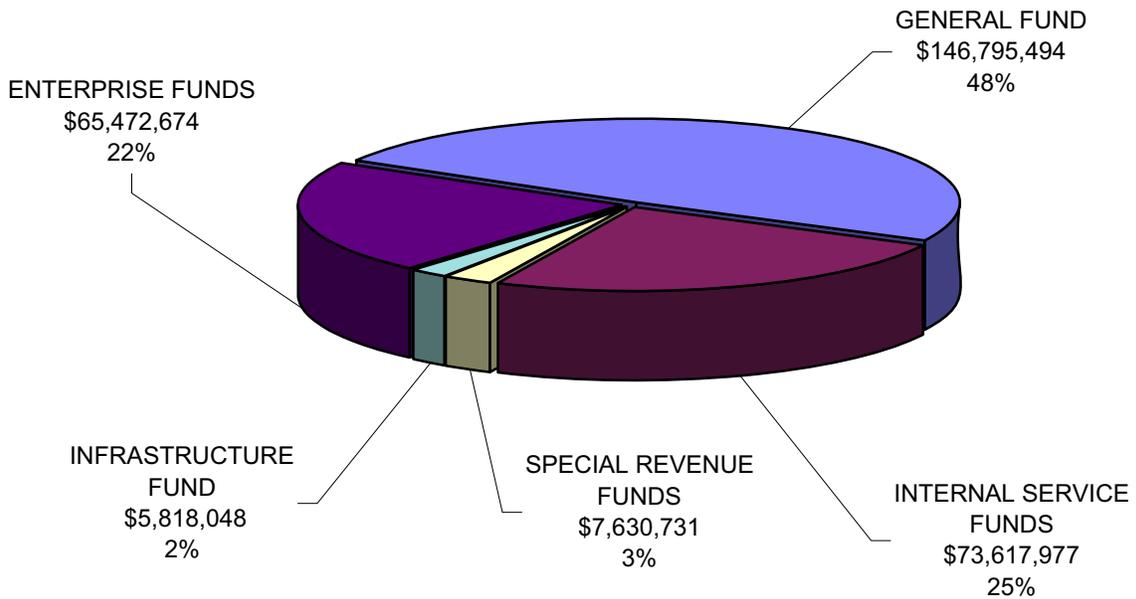
	General Fund	Infrastructure Fund	Special Revenue Funds	Enterprise Funds	Internal Service Funds
Revenues					
Taxes	109,694,090	-	4,729,566	-	-
Subventions & Grants	2,580,001	-	2,770,234	-	-
Licenses and Permits	10,460,810	-	-	-	-
Fines and Penalties	5,287,915	-	-	-	-
Use of Money	6,982,423	756,897	831,417	9,063,563	1,592,500
Charges for Service	10,225,749	-	96,203	47,168,568	69,742,418
Miscellaneous	1,558,507	2,000,000	-	9,240,546	61,655
Transfers In	6,000	3,061,151	1,500	-	1,439,790
	<u>146,795,495</u>	<u>5,818,048</u>	<u>8,428,920</u>	<u>65,472,677</u>	<u>72,836,363</u>
Total Revenues	<u>146,795,495</u>	<u>5,818,048</u>	<u>8,428,920</u>	<u>65,472,677</u>	<u>72,836,363</u>
Expenditures					
Salary and Benefits	73,906,441	-	350,911	7,748,533	16,435,340
Materials & Supplies	2,461,658	-	2,738	1,199,580	1,911,448
Contractual Services	20,426,423	-	1,344,735	19,251,011	16,003,838
Capital Outlay	170,850	-	-	-	-
Capital Projects	-	12,913,992	5,125,000	76,724,805	40,565,000
Internal Service Charges	40,774,225	-	68,293	15,616,732	11,929,136
Claims	-	-	-	-	3,795,000
Depreciation	-	2,190,400	-	9,334,351	8,860,217
Debt Service	1,707,691	1,790,822	-	10,691,842	12,987,086
Miscellaneous Charges	3,240,807	-	-	887,742	846,024
Transfers Out	4,000,000	-	1,006,000	-	-
	<u>146,688,095</u>	<u>16,895,214</u>	<u>7,897,677</u>	<u>141,454,596</u>	<u>113,333,089</u>
Total Expenditures	<u>146,688,095</u>	<u>16,895,214</u>	<u>7,897,677</u>	<u>141,454,596</u>	<u>113,333,089</u>

**CITY OF BEVERLY HILLS
POSITION SUMMARY BY DEPARTMENT
FISCAL YEAR 2006/2007**

DEPARTMENT	FY 2005/2006		FY 2006/2007	
	Full Time Positions	Part Time Positions	Full Time Positions	Part Time Positions
Administrative Services	43	8	45	5
City Clerk	6	1	5	1
Community Development	49	1	48	0
Community Services	101	112	98	106
Fire	89	1	91	1
Information Technology	23	7	26	5
Police	209	2	207	1
Policy and Management	22	2	21	2
Public Works	192	59	199	59
Sub-total	<u>734</u>	<u>193</u>	<u>740</u>	<u>180</u>
TOTAL POSITIONS		<u>927</u>		<u>920</u>

**CITY OF BEVERLY HILLS
SUMMARY OF REVENUE
BY FUND TYPE**

FUNDS	FY2005 Budget	FY2006 Budget	FY2007 Budget
GENERAL FUND	\$128,539,686	\$129,095,553	\$146,795,494
INTERNAL SERVICE FUNDS	\$39,231,235	\$66,025,116	\$73,617,977
SPECIAL REVENUE FUNDS	\$5,005,362	\$7,466,090	\$7,630,731
INFRASTRUCTURE FUND	\$2,140,398	\$1,862,738	\$5,818,048
ENTERPRISE FUNDS	\$52,165,738	\$52,043,913	\$65,472,674
TOTAL REVENUES	\$227,082,419	\$256,493,411	\$299,334,923



**CITY OF BEVERLY HILLS
REVENUE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Budget	FY2006 Budget	FY2007 Budget
<u>GENERAL FUND (01)</u>				
DEPARTMENT 07 - CITY CLERK				
010401	GENERAL ADMINISTRATION	\$32,087	\$7,400	\$21,230
010403	RECORDS MANAGEMENT	<u>\$13,114</u>	<u>\$4,000</u>	<u>\$1,700</u>
	DEPARTMENT 07 GRAND TOTAL	\$45,201	\$11,400	\$22,930
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
010702	REVENUE ADMINISTRATION	<u>\$106,920,604</u>	<u>\$105,335,946</u>	<u>\$104,863</u>
	DEPARTMENT 11 - FUND 01 TOTAL	\$106,920,604	\$105,335,946	\$104,863
DEPARTMENT 17 - POLICE				
02202	SCHOOL RESOURCE SECTION	\$42,000	\$0	\$0
02203	INTELLIGENCE UNIT	\$0	\$25,000	\$30,000
02301	PATROL BUREAU	\$859,245	\$489,557	\$1,840,318
02302	TRAFFIC BUREAU	\$621,104	\$657,823	\$0
02401	COMMUNICATIONS BUREAU	\$0	\$150,000	\$0
02402	IDENTIFICATION BUREAU	\$4,471	\$3,200	\$3,200
02403	JAIL BUREAU	\$108,765	\$20,914	\$2,250
02404	TRAINING	\$66,425	\$45,000	\$45,000
02405	RECRUITMENT & HIRING	\$0	\$3,600	\$3,000
02408	RECORDS BUREAU	<u>\$131,536</u>	<u>\$158,935</u>	<u>\$267,717</u>
	DEPARTMENT 17 TOTAL	\$1,833,546	\$1,554,029	\$2,191,485
DEPARTMENT 20 - FIRE				
03101	ADMINISTRATION	\$31,809	\$50,000	\$54,000
03201	PUBLIC EDUCATIONS/SPECIAL EVENTS	\$159,619	\$100,000	\$289,000
03202	PLAN CHECK	\$100,683	\$94,000	\$148,000
03203	ENFORCEMENT	\$76,249	\$54,000	\$62,300
03301	SUPPRESSION - CALLS FOR SERVICE	\$0	\$18,000	\$20,000
03401	EMS - CALLS FOR SERVICE	<u>\$1,100,000</u>	<u>\$1,160,000</u>	<u>\$1,658,000</u>
	DEPARTMENT 20 GRAND TOTAL	\$1,468,360	\$1,476,000	\$2,231,300
DEPARTMENT 27 - COMMUNITY DEVELOPMENT				
03701	CURRENT PLANNING	\$857,799	\$912,299	\$782,447
03702	ADVANCE PLANNING	\$3,388	\$3,388	\$0
03703	COMMISSIONS	\$60,318	\$64,318	\$0
04601	PLAN CHECK AND PERMITTING	\$1,579,861	\$2,337,251	\$2,473,463
04602	RECORDS MANAGEMENT	\$119,480	\$147,480	\$158,383
04610	BUILDING INSPECTION	\$2,199,502	\$4,245,892	\$5,415,729
13730	ADMINISTRATIVE SERVICES	\$196,421	\$231,421	\$0
14620	RENT STABILIZATION	<u>\$18,853</u>	<u>\$18,853</u>	<u>\$22,415</u>
	DEPARTMENT 27 GRAND TOTAL	\$5,035,622	\$7,960,902	\$8,852,436
DEPARTMENT 35 - PUBLIC WORKS				
05101	CIP MANAGEMENT AND INSPECTION	\$627,000	\$0	\$0
05102	PERMIT COUNTER & GENERAL PUBLIC	\$972,600	\$879,120	\$909,889
07202	PARKING METERS	\$2,636,726	\$2,564,000	\$2,503,374
07301	PARKING ENFORCEMENT	\$4,456,658	\$4,773,454	\$4,702,684
07501	TRANSPORTATION PLANNING & ADMIN	\$7,346	\$2,500	\$2,588
09501	PREFERENTIAL PERMIT PARKING	\$155,934	\$188,000	\$488,003

**CITY OF BEVERLY HILLS
REVENUE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Budget	FY2006 Budget	FY2007 Budget
09502	OVERNIGHT PERMIT PARKING	\$322,093	\$283,500	\$0
09503	VALET PARKING	\$123,341	\$110,000	\$113,850
09504	TAXI PERMITS	\$122,702	\$83,500	\$86,423
	DEPARTMENT 35 - FUND 01 TOTAL	\$9,424,400	\$8,884,074	\$8,806,810
DEPARTMENT 40 - COMMUNITY SERVICES				
00701	FARMERS' MARKET	\$83,042	\$93,500	\$96,773
04001	FILMING & EVENT PERMITS	\$190,443	\$340,200	\$287,657
04002	COMMUNITY EVENTS/PROGRAMS	\$180,000	\$223,774	\$241,334
04003	CULTURAL PROGRAMS	\$166,290	\$218,151	\$260,329
05601	TREE MAINTENANCE - PARKS	\$0	\$4,175	\$4,321
06701	EARLY EDUCATION	\$688,845	\$690,000	\$829,858
06702	YOUTH	\$672,217	\$905,302	\$1,288,237
06703	ADULTS	\$484,651	\$472,933	\$573,664
06704	SENIOR ADULTS	\$7,251	\$3,000	\$3,235
06705	LEISURE SUPPORT SERVICES	\$721,401	\$466,081	\$534,727
07701	LITERACY SERVICES	\$122,598	\$52,836	\$49,000
07702	REFERENCE SERVICES	\$12,689	\$3,000	\$4,000
07703	LIBRARY PROGRAMS	\$3,263	\$1,650	\$22,300
07704	CIRCULATION SERVICES	\$447,383	\$373,600	\$338,175
07705	USER NOTIFICATION SERVICE	\$25,983	\$14,000	\$0
07804	INTERLIBRARY LOANS	\$1,000	\$2,500	\$2,753
07903	LIBRARY CUSTOMER/SECURITY SERVIC	\$4,897	\$8,500	\$0
	DEPARTMENT 40 GRAND TOTAL	\$3,811,953	\$3,873,202	\$4,536,363
DEPARTMENT 50 - NON-DEPARTMENTAL				
01704	NON-DEPARTMENTAL (GF)	\$0	\$0	\$120,049,306
	DEPARTMENT 50 - FUND 01 TOTAL	\$0	\$0	\$120,049,306
GENERAL FUND (01) GRAND TOTAL		\$128,539,686	\$129,095,553	\$146,795,494
<u>INTERNAL SERVICE FUNDS</u>				
FUND 08 - CAPITAL ASSETS				
DEPARTMENT 35 - PUBLIC WORKS				
02801	PROJECT ADMINISTRATION	\$0	\$0	\$420,000
05901	FACILITIES MAINTENANCE	\$9,922,269	\$2,422,728	\$16,451,254
05902	TENANT SUPPORT	\$3,254,236	\$3,106,495	\$2,144,816
05903	MEETING SUPPORT	\$1,103,545	\$1,054,675	\$894,400
05904	CAPITAL IMPROVEMENTS	\$4,532,945	\$16,635,620	\$3,889,733
08501	VEHICLE MAINTENANCE	\$4,260,327	\$549,114	\$1,508,018
08502	VEHICLE REPLACEMENT	\$414,010	\$3,499,052	\$3,955,817
10000	AUTOMOTIVE INVENTORY	\$89,876	\$536,840	\$534,924
10001	FUEL INVENTORY	\$123,773	\$714,507	\$686,308
10002	FACILITIES INVENTORY	\$143,808	\$141,464	\$212,032
10003	WATER INVENTORY	\$0	\$75,482	\$72,883
10004	GENERAL INVENTORY	\$0	\$0	\$127,123
	DEPARTMENT 35 - FUND 08 TOTAL	\$23,844,789	\$28,735,977	\$30,897,308
	FUND 08 GRAND TOTAL	\$23,844,789	\$28,735,977	\$30,897,308

**CITY OF BEVERLY HILLS
REVENUE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Budget	FY2006 Budget	FY2007 Budget
FUND 41 - INFORMATION TECHNOLOGY FUND				
DEPARTMENT 31 - INFORMATION TECHNOLOGY				
00201	COM ADMINISTRATION	\$55,900	\$1,067,179	\$1,208,400
00202	COM SYSTEMS	\$799,342	\$555,081	\$435,149
01501	IT ADMINISTRATION	\$876,891	\$1,578,270	\$958,354
01502	IT SECURITY	\$664,235	\$1,005,951	\$1,047,913
01503	IT NETWORK/COMMUNICATIONS	\$950,367	\$707,467	\$707,984
01504	IT SUPPORT	\$715,962	\$576,230	\$672,574
01505	IT PROFESSIONAL SERVICES	\$227,467	\$393,232	\$364,666
01506	IT CORE SYSTEMS	<u>\$2,063,849</u>	<u>\$1,316,519</u>	<u>\$2,585,350</u>
	DEPARTMENT 31 - FUND 40 TOTAL	<u>\$6,354,013</u>	<u>\$7,199,929</u>	<u>\$7,980,390</u>
	FUND 41 GRAND TOTAL	<u>\$6,354,013</u>	<u>\$7,199,929</u>	<u>\$7,980,390</u>
FUND 42 - CABLE TELEVISION FUND				
DEPARTMENT 31 - INFORMATION TECHNOLOGY				
00901	CATV ADMINISTRATION	\$333,700	\$415,830	\$485,604
00902	CATV PRODUCTION	\$568,299	\$587,014	\$758,535
	DEPARTMENT 31 - FUND 42 TOTAL	<u>\$901,999</u>	<u>\$1,002,844</u>	<u>\$1,244,139</u>
	FUND 42 GRAND TOTAL	<u>\$901,999</u>	<u>\$1,002,844</u>	<u>\$1,244,139</u>
FUND 43 - CABLE TELEVISION FUND				
DEPARTMENT 31 - INFORMATION TECHNOLOGY				
07101	GPH ADMINISTRATION	\$126,304	\$320,817	\$352,260
07102	GPH PRODUCTION	\$146,557	\$244,685	\$264,863
08401	DOC ADMINISTRATION	\$566,274	\$298,104	\$269,288
08402	DOC PRODUCTION	\$347,878	\$660,296	\$1,122,209
	DEPARTMENT 31 - FUND 43 TOTAL	<u>\$1,187,013</u>	<u>\$1,523,902</u>	<u>\$2,008,620</u>
	FUND 43 GRAND TOTAL	<u>\$1,187,013</u>	<u>\$1,523,902</u>	<u>\$2,008,620</u>
FUND 45 - LIABILITY CLAIMS FUND				
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
00605	LIABILITY CLAIMS	\$3,815,792	\$3,889,832	\$4,362,304
	DEPARTMENT 11 - FUND 45 TOTAL	<u>\$3,815,792</u>	<u>\$3,889,832</u>	<u>\$4,362,304</u>
	FUND 45 GRAND TOTAL	<u>\$3,815,792</u>	<u>\$3,889,832</u>	<u>\$4,362,304</u>
FUND 46 - WORKERS COMPENSATION FUND				
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
00602	WORKERS COMPENSATION	\$3,127,629	\$3,626,398	\$4,020,756
	DEPARTMENT 11 - FUND 46 TOTAL	<u>\$3,127,629</u>	<u>\$3,626,398</u>	<u>\$4,020,756</u>
	FUND 46 GRAND TOTAL	<u>\$3,127,629</u>	<u>\$3,626,398</u>	<u>\$4,020,756</u>
FUND 47 - UNEMPLOYMENT FUND				
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
01603	UNEMPLOYMENT	\$0	\$114,501	\$139,897
	DEPARTMENT 11 - FUND 47 TOTAL	<u>\$0</u>	<u>\$114,501</u>	<u>\$139,897</u>
	FUND 47 GRAND TOTAL	<u>\$0</u>	<u>\$114,501</u>	<u>\$139,897</u>

**CITY OF BEVERLY HILLS
REVENUE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Budget	FY2006 Budget	FY2007 Budget
FUND 48 - POLICY, ADMINISTRATIVE AND LEGAL FUND				
DEPARTMENT 01 - POLICY AND MANAGEMENT				
00101	CITY COUNCIL AND ADMIN SUPPORT	\$0	\$2,682,377	\$3,096,479
0101	ECONOMIC DEVELOPMENT	\$0	\$627,875	\$685,621
04101	EMERGENCY MANAGEMENT	\$0	\$362,395	\$533,230
08301	CITY MARKETING AND PROMOTIONS	\$0	\$653,263	\$1,055,649
	DEPARTMENT 01 GRAND TOTAL	\$0	\$4,325,909	\$5,370,978
DEPARTMENT 05 - CITY ATTORNEY'S OFFICE				
00501	LEGAL SERVICES	\$0	\$2,586,384	\$2,651,241
00502	LITIGATION/OTHER LEGAL FEES	<u>\$0</u>	<u>\$305,187</u>	<u>\$358,871</u>
	DEPARTMENT 05 GRAND TOTAL	\$0	\$2,891,571	\$3,010,112
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
00401	PERSONNEL	\$0	\$540,282	\$639,981
00402	PAYROLL/BENEFITS ADMINISTRATION	\$0	\$2,723,082	\$554,377
00403	LABOR RELATIONS	\$0	\$265,422	\$401,531
00404	TRAINING/EMPLOYEE DEVELOPMENT	\$0	\$561,390	\$638,294
00405	EMPLOYEE OUTREACH/RECOGNITION	\$15,368	\$304,154	\$290,373
00406	ADMINISTRATIVE STAFF SUPPORT	\$0	\$0	\$768,609
00604	EMPLOYEE SAFETY	\$0	\$43,021	\$211,387
00801	BUDGET	\$0	\$318,573	\$807,874
00802	PROPERTY MANAGEMENT	\$0	\$363,569	\$428,863
00803	MANAGEMENT	\$0	\$269,474	\$460,204
01601	ACCOUNTING	\$0	\$481,320	\$680,654
01602	ACCOUNTS PAYABLE	\$0	\$472,291	\$567,305
01701	DEPARTMENT ADMINISTRATION	\$0	\$1,026,315	\$1,111,692
01703	PURCHASING	\$0	\$0	\$351,505
01901	GENERAL AND UTILITY BILLING	\$0	\$1,489,863	\$1,292,353
01902	CASHIERING	<u>\$0</u>	<u>\$0</u>	<u>\$404,452</u>
	DEPARTMENT 11 - FUND 48 TOTAL	\$15,368	\$8,858,756	\$9,609,449
DEPARTMENT 35 - PUBLIC WORKS				
05001	PUBLIC ADMINISTRATION	\$0	\$2,765,207	\$2,597,459
05101	CIP MANAGEMENT AND INSPECTION	<u>\$0</u>	<u>\$1,090,290</u>	<u>\$2,376,564</u>
	DEPARTMENT 35 - FUND 48 TOTAL	\$0	\$3,855,497	\$4,974,023
	FUND 48 GRAND TOTAL	\$0	\$19,931,733	\$22,964,562
INTERNAL SERVICE FUNDS GRAND		\$39,231,235	\$66,025,116	\$73,617,977
<u>SPECIAL REVENUE FUNDS</u>				
FUND 10 - COMMUNITY DEVELOPMENT BLOCK GRANT				
DEPARTMENT 27 - COMMUNITY DEVELOPMENT				
04201	HANDYWORKER PROGRAM	\$301,278	\$222,935	\$213,266
04202	SENIOR SERVICES	<u>\$61,708</u>	<u>\$45,662</u>	<u>\$43,681</u>
	DEPARTMENT 27 - FUND 10 TOTAL	\$362,986	\$268,597	\$256,947
	FUND 10 GRAND TOTAL	\$362,986	\$268,597	\$256,947

**CITY OF BEVERLY HILLS
REVENUE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Budget	FY2006 Budget	FY2007 Budget
FUND 12 - STATE GAS TAX FUND				
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
01702	REVENUE ADMINISTRATION	<u>\$884,309</u>	<u>\$257,309</u>	<u>\$266,315</u>
	DEPARTMENT 11 - FUND 12 TOTAL	\$884,309	\$257,309	\$266,315
DEPARTMENT 35 - PUBLIC WORKS				
05101	ADMINISTRATION	<u>\$0</u>	<u>\$627,000</u>	<u>\$648,945</u>
	DEPARTMENT 35 - FUND 12 TOTAL	\$0	\$627,000	\$648,945
	FUND 12 GRAND TOTAL	\$884,309	\$884,309	\$915,260
FUND 13 - IN-LIEU PARKING DISTRICT FUND				
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
01702	REVENUE ADMINISTRATION	<u>\$94,747</u>	<u>\$94,747</u>	<u>\$98,063</u>
	DEPARTMENT 11 - FUND 12 TOTAL	\$94,747	\$94,747	\$98,063
DEPARTMENT 35 - PUBLIC WORKS				
07501	TRANSPORTATION PLANNING & ADMIN	<u>\$675,000</u>	<u>\$675,000</u>	<u>\$698,625</u>
	DEPARTMENT 35 - FUND 12 TOTAL	\$675,000	\$675,000	\$698,625
	FUND 13 GRAND TOTAL	\$769,747	\$769,747	\$796,688
FUND 16 - PARKS & RECREATIONS FACILITIES FUND				
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
01702	REVENUE ADMINISTRATION	<u>\$1,625,875</u>	<u>\$4,125,875</u>	<u>\$4,270,281</u>
	DEPARTMENT 11 - FUND 16 TOTAL	\$1,625,875	\$4,125,875	\$4,270,281
	FUND 16 GRAND TOTAL	\$1,625,875	\$4,125,875	\$4,270,281
FUND 17 - INMATE WELFARE FUND				
DEPARTMENT 17 - POLICE				
02105	LAW ENFORCEMENT GRANTS	<u>\$1,500</u>	<u>\$1,500</u>	<u>\$1,500</u>
	DEPARTMENT 17 - FUND 17 TOTAL	\$1,500	\$1,500	\$1,500
	FUND 17 GRAND TOTAL	\$1,500	\$1,500	\$1,500
FUND 18 - PUBLIC ART FUND				
DEPARTMENT 40 - COMMUNITY SERVICES				
04004	PUBLIC ART/FINE ART COMMISSION	<u>\$55,000</u>	<u>\$55,000</u>	<u>\$56,925</u>
	DEPARTMENT 40 - FUND 18 TOTAL	\$55,000	\$55,000	\$56,925
	FUND 18 GRAND TOTAL	\$55,000	\$55,000	\$56,925
FUND 19 - LAW ENFORCEMENT GRANT				
DEPARTMENT 17 - POLICE				
02105	LAW ENFORCEMENT GRANTS	<u>\$221,437</u>	<u>\$286,055</u>	<u>\$220,498</u>
	DEPARTMENT 17 - FUND 19 TOTAL	\$221,437	\$286,055	\$220,498
	FUND 19 GRAND TOTAL	\$221,437	\$286,055	\$220,498

**CITY OF BEVERLY HILLS
REVENUE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Budget	FY2006 Budget	FY2007 Budget
FUND 30 - PROPOSITION A LOCAL TRANSIT ASSISTANCE FUND				
DEPARTMENT 35 - PUBLIC WORKS				
07001	TROLLEY/SENIOR TRANSIT - PROP A	<u>\$650,361</u>	<u>\$650,360</u>	<u>\$673,123</u>
	DEPARTMENT 35 - FUND 30 TOTAL	<u>\$650,361</u>	<u>\$650,360</u>	<u>\$673,123</u>
	FUND 30 GRAND TOTAL	<u>\$650,361</u>	<u>\$650,360</u>	<u>\$673,123</u>
FUND 31 - PROPOSITION C LOCAL TRANSIT ASSISTANCE FUND				
DEPARTMENT 35 - PUBLIC WORKS				
07005	SENIOR TRANSIT - PROP C	<u>\$434,147</u>	<u>\$424,647</u>	<u>\$439,510</u>
	DEPARTMENT 35 - FUND 31 TOTAL	<u>\$434,147</u>	<u>\$424,647</u>	<u>\$439,510</u>
	FUND 31 GRAND TOTAL	<u>\$434,147</u>	<u>\$424,647</u>	<u>\$439,510</u>
	SPECIAL REVENUE FUNDS GRAND	<u>\$5,005,362</u>	<u>\$7,466,090</u>	<u>\$7,630,731</u>
<u>INFRASTRUCTURE FUND</u>				
FUND 56 - 1998 LEASE REV BONDS FUND				
DEPARTMENT 35 - PUBLIC WORKS				
07601	INFRASTRUCTURE MAINTENANCE	<u>\$2,140,398</u>	<u>\$1,862,738</u>	<u>\$5,818,048</u>
	DEPARTMENT 35 - FUND 56 TOTAL	<u>\$2,140,398</u>	<u>\$1,862,738</u>	<u>\$5,818,048</u>
	FUND 56 GRAND TOTAL	<u>\$2,140,398</u>	<u>\$1,862,738</u>	<u>\$5,818,048</u>
	INFRASTRUCTURE FUND GRAND	<u>\$2,140,398</u>	<u>\$1,862,738</u>	<u>\$5,818,048</u>
<u>ENTERPRISE FUNDS</u>				
FUND 80 - WATER				
DEPARTMENT 35 - PUBLIC WORKS				
6001	IMPORTED WATER	\$6,572,002	\$6,780,656	\$0
06002	GROUNDWATER	\$2,599,220	\$2,658,072	\$7,898,844
06003	MAINTENANCE AND REPAIR	\$4,044,309	\$4,172,712	\$752,395
06004	WATER QUALITY	\$2,696,205	\$2,781,806	\$71,927
06005	NEW SERVICES	\$124,001	\$135,161	\$193,420
06006	WATER SALES	\$1,700,167	\$1,752,598	\$20,375,220
06007	CONSERVATION	\$33,702	\$34,773	\$899
06008	FIRE SUPPRESSION	<u>\$439,032</u>	<u>\$478,545</u>	<u>\$478,545</u>
	DEPARTMENT 35 - FUND 80 TOTAL	<u>\$18,208,638</u>	<u>\$18,794,323</u>	<u>\$29,771,251</u>
	FUND 80 GRAND TOTAL	<u>\$18,208,638</u>	<u>\$18,794,323</u>	<u>\$29,771,251</u>
FUND 81 - PARKING OPERATIONS				
DEPARTMENT 35 - PUBLIC WORKS				
07201	PARKING OPERATIONS	<u>\$13,990,742</u>	<u>\$11,588,040</u>	<u>\$13,526,547</u>
	DEPARTMENT 35 - FUND 81 TOTAL	<u>\$13,990,742</u>	<u>\$11,588,040</u>	<u>\$13,526,547</u>
	FUND 81 GRAND TOTAL	<u>\$13,990,742</u>	<u>\$11,588,040</u>	<u>\$13,526,547</u>

**CITY OF BEVERLY HILLS
REVENUE DETAIL
BY FUND AND DEPARTMENT**

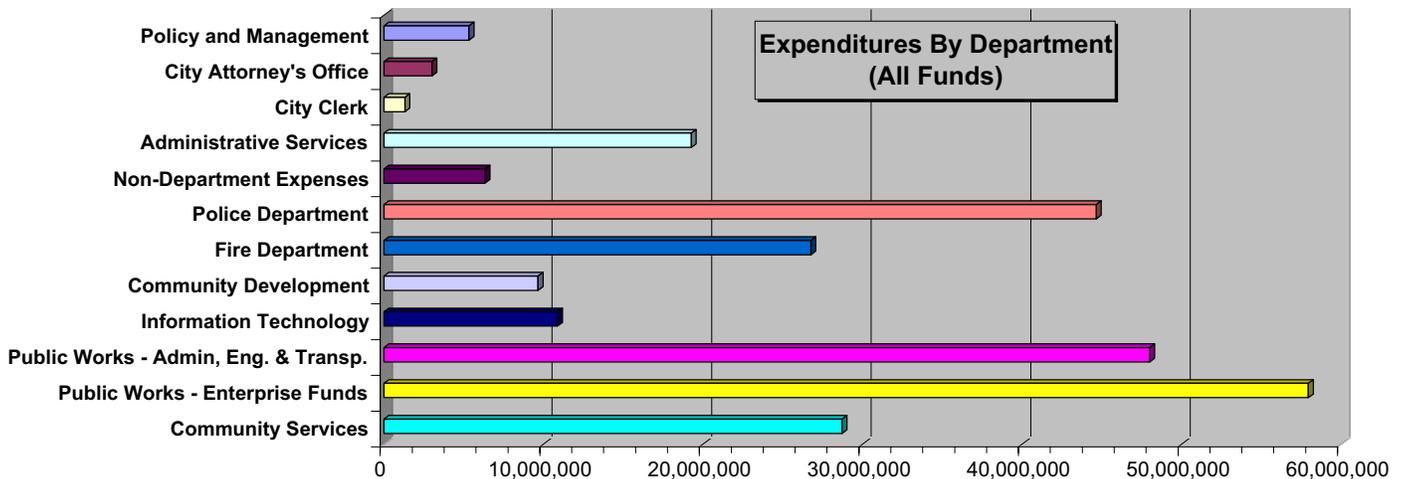
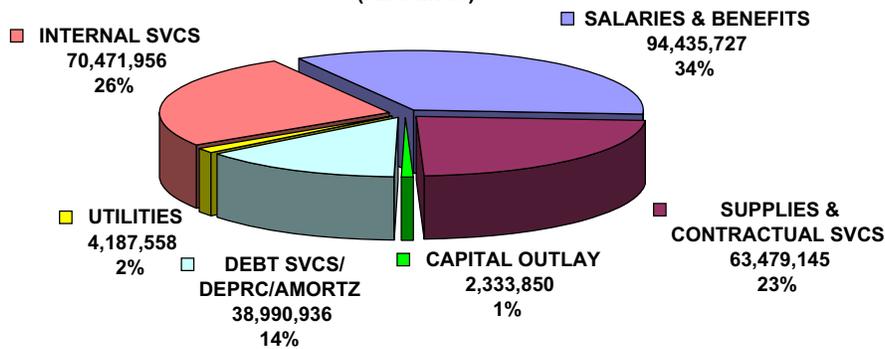
Program No.	Program Title	FY2005 Budget	FY2006 Budget	FY2007 Budget
FUND	83 - SOLID WASTE			
DEPARTMENT 35 - PUBLIC WORKS				
05201	RESIDENTIAL	\$5,789,817	\$5,987,209	\$5,888,717
05202	COMMERCIAL	\$4,127,307	\$6,401,387	\$5,743,127
05205	ALLEY MAINTENANCE	\$0	\$0	\$138,000
05504	ENVIRONMENTAL LIABILITIES	\$114,975	\$108,905	\$112,717
05505	STREET SWEEPING	<u>\$0</u>	<u>\$0</u>	<u>\$829,716</u>
	DEPARTMENT 35 - FUND 83 TOTAL	<u>\$10,032,099</u>	<u>\$12,497,501</u>	<u>\$12,712,277</u>
	FUND 83 GRAND TOTAL	<u>\$10,032,099</u>	<u>\$12,497,501</u>	<u>\$12,712,277</u>
FUND	84 - WASTEWATER			
DEPARTMENT 35 - PUBLIC WORKS				
05401	MAINTENANCE	\$2,383,058	\$2,689,603	\$7,509,572
05202	BLOCKAGE	\$2,423,448	\$1,972,477	\$60,084
05403	CONSERVATION	\$40,391	\$32,875	\$1,001
05404	TREATMENT	<u>\$3,242,433</u>	<u>\$2,641,418</u>	<u>\$91,560</u>
	DEPARTMENT 35 - FUND 84 TOTAL	<u>\$8,089,330</u>	<u>\$7,336,373</u>	<u>\$7,662,217</u>
	FUND 84 GRAND TOTAL	<u>\$8,089,330</u>	<u>\$7,336,373</u>	<u>\$7,662,217</u>
FUND	85 - STORM WATER			
DEPARTMENT 35 - PUBLIC WORKS				
05501	INSPECTIONS	\$276,739	\$274,151	\$10,740
05502	MAINTENANCE	\$793,319	\$785,900	\$1,789,282
05503	CONSERVATION	\$9,225	\$9,139	\$359
05505	STREET SWEEPING	<u>\$765,646</u>	<u>\$758,486</u>	<u>\$0</u>
	DEPARTMENT 35 - FUND 85 TOTAL	<u>\$1,844,929</u>	<u>\$1,827,676</u>	<u>\$1,800,382</u>
	FUND 85 GRAND TOTAL	<u>\$1,844,929</u>	<u>\$1,827,676</u>	<u>\$1,800,382</u>
ENTERPRISE FUNDS GRAND TOTAL		<u>\$52,165,738</u>	<u>\$52,043,913</u>	<u>\$65,472,674</u>
ALL FUNDS GRAND TOTAL		<u>\$227,082,419</u>	<u>\$256,493,411</u>	<u>\$299,334,923</u>

**CITY OF BEVERLY HILLS
SUMMARY OF OPERATING EXPENDITURES (ALL FUNDS)
BY EXPENSE TYPE AND DEPARTMENT**

	BUDGET	BUDGET	ADOPTED 2006/2007 BUDGET							INTERNAL SERVICES	GRAND TOTAL
	2004/2005	2005/2006	SALARIES & BENEFITS	SUPPLIES & CONTRACTS	CAPITAL OUTLAY	DEBT SVCS/ DEPRC/AMRTZ	UTILITIES	SUBTOTAL			
OPERATING EXPENDITURES											
* Policy and Management	4,408,060	4,339,310	2,499,096	819,254	63,000	-	49,471	3,430,821	1,903,684	5,334,505	
* City Attorney's Office	2,560,247	2,891,571	-	2,885,554	-	-	17,245	2,902,799	98,916	3,001,715	
City Clerk	1,007,230	1,068,611	591,073	247,741	-	-	13,268	852,082	463,145	1,315,227	
* Administrative Services	16,813,742	17,581,635	4,774,195	6,897,201	-	4,295,000	61,104	16,027,500	3,237,986	19,265,486	
Non-Department Expenses**	3,526,558	5,560,752	2,949,677	3,016,800	40,000	285,000	-	6,291,477	37,120	6,328,597	
Police Department	35,107,555	42,043,337	28,883,453	719,595	-	-	387,120	29,990,168	14,653,637	44,643,805	
Fire Department	18,572,665	22,020,557	16,948,671	772,266	120,850	-	209,446	18,051,233	8,709,424	26,760,657	
Community Development	7,429,307	8,762,934	5,231,396	1,198,261	-	-	69,504	6,499,161	3,158,241	9,657,402	
* Information Technology	7,987,152	9,799,900	2,648,132	2,797,185	250,000	3,440,525	128,337	9,264,179	1,613,082	10,877,261	
* Public Works Administraton,											
Engineering & Transportation	32,404,596	45,281,639	10,788,555	6,570,016	1,600,000	16,158,296	1,972,560	37,089,427	10,787,741	47,877,168	
Enterprise Funds	58,331,179	59,609,886	7,404,745	20,950,591	250,000	14,812,115	106,509	43,523,960	14,391,923	57,915,883	
Community Services	21,496,670	25,628,339	11,716,734	4,398,194	10,000	-	1,172,994	17,297,922	11,417,057	28,714,979	
Transfers & Contributions											
Schools & Non-profits	7,662,700	8,994,581	-	9,309,392	-	-	-	9,309,392	-	9,309,392	
Tourism Promotions	2,337,770	2,447,676	-	2,897,095	-	-	-	2,897,095	-	2,897,095	
Debt Service Payments	-	-	-	-	-	-	-	-	-	-	
Transfers Out - Capital	-	-	-	-	-	-	-	-	-	-	
BUDGET ADJUSTMENT inc/(dec)	(3,400,000)	(2,144,517)									
TOTAL EXPENDITURES	216,245,431	253,886,211	94,435,727	63,479,145	2,333,850	38,990,936	4,187,558	203,427,216	70,471,956	273,899,172	

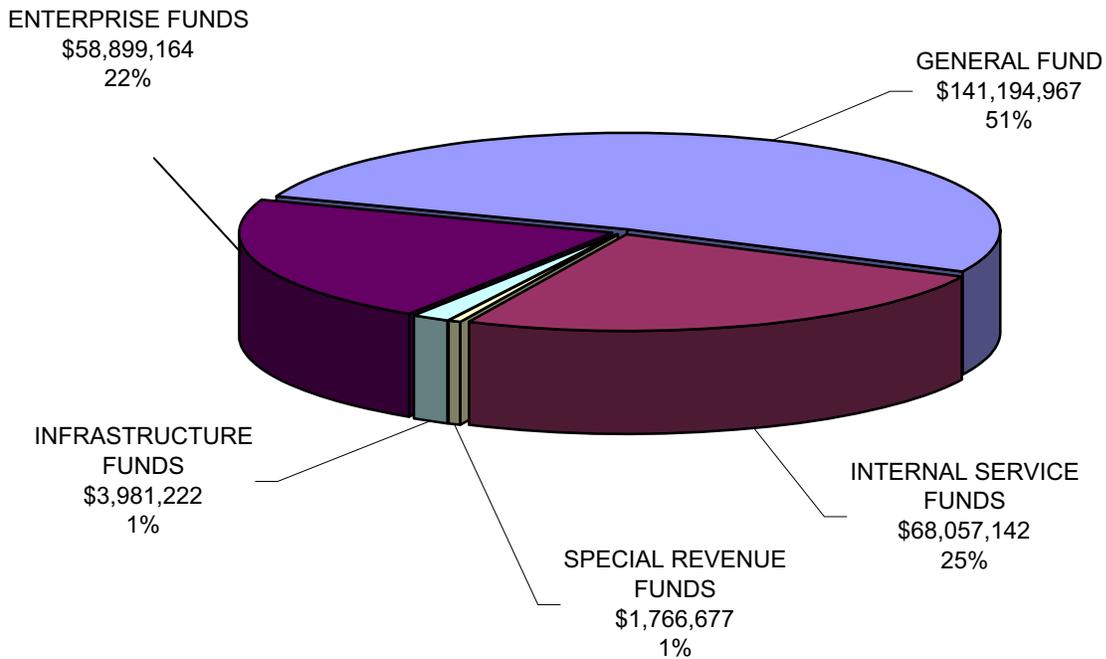
*Internal service fund departments/divisions, which results in an overstatement of the total budget amount.
**Non-Department Expenses include city-wide costs related to Compensated Absences, Post Health Retirement Benefits, etc.

**Percentage of Expenditures By Type
(All Funds)**



CITY OF BEVERLY HILLS SUMMARY OF EXPENDITURES BY FUND TYPE

FUNDS	FY2005 Adopted	FY2006 Adopted	FY2007 Adopted
GENERAL FUND	\$104,838,534	\$126,904,739	\$141,194,967
INTERNAL SERVICE FUNDS	\$54,126,617	\$58,478,454	\$68,057,142
SPECIAL REVENUE FUNDS	\$3,390,334	\$2,955,024	\$1,766,677
INFRASTRUCTURE FUNDS	\$3,894,721	\$3,986,372	\$3,981,222
ENTERPRISE FUNDS	<u>\$50,350,091</u>	<u>\$58,596,520</u>	<u>\$58,899,164</u>
TOTAL EXPENDITURES	\$216,600,297	\$250,921,109	\$273,899,172



**CITY OF BEVERLY HILLS
EXPENDITURE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Adopted	FY2006 Adopted	FY2007 Adopted
<u>GENERAL FUND (01)</u>				
DEPARTMENT 07 - CITY CLERK				
01401	GENERAL ADMINISTRATION	\$642,935	\$716,460	\$908,057
01402	PUBLIC MEETINGS & HEARINGS	\$318,039	\$294,303	\$278,641
01403	RECORDS MANAGEMENT	\$46,256	\$57,849	\$128,528
DEPARTMENT 07 GRAND TOTAL		\$1,007,230	\$1,068,611	\$1,315,227
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
01702	REVENUE ADMINISTRATION	\$5,372,024	\$2,678,103	\$764,625
DEPARTMENT 11 - FUND 01 TOTAL		\$5,372,024	\$2,678,103	\$764,625
DEPARTMENT 17 - POLICE				
02101	PERSONNEL INVESTIGATIONS	\$399,652	\$523,767	\$532,204
02102	PRESS RELATIONS	\$67,990	\$81,129	\$87,120
02103	INTELLIGENCE UNIT	\$247,699	\$284,235	\$497,934
02104	ADMINISTRATION	\$991,132	\$1,030,233	\$1,231,254
02201	CRIME PREVENTION DETAIL	\$354,366	\$695,247	\$711,813
02202	SCHOOL RESOURCES SECTION	\$1,157,031	\$1,393,349	\$1,412,881
02203	DETECTIVE BUREAU	\$5,225,683	\$5,688,693	\$5,851,853
02301	PATROL BUREAU	\$11,168,854	\$13,411,763	\$14,662,110
02302	TRAFFIC BUREAU	\$4,897,388	\$5,486,933	\$5,871,111
02303	EMERGENCY SERVICES BUREAU	\$3,181,841	\$3,401,141	\$3,642,713
02401	COMMUNICATIONS BUREAU	\$2,379,537	\$3,522,696	\$3,826,813
02402	IDENTIFICATION BUREAU	\$890,056	\$1,109,593	\$1,156,804
02403	JAIL BUREAU	\$1,150,227	\$1,765,489	\$1,357,729
02404	TRAINING	\$396,290	\$460,032	\$631,970
02405	RECRUITMENT & HIRING	\$576,823	\$642,277	\$559,412
02406	RANGE/FAC/SPC PROJ DETAIL	\$434,436	\$438,587	\$480,584
02408	RECORDS BUREAU	\$1,339,244	\$1,703,286	\$1,837,991
02409	POLICE CADET PROGRAM	\$42,929	\$166,023	\$139,385
DEPARTMENT 17 - FUND 01 TOTAL		\$34,901,178	\$41,804,473	\$44,491,682
DEPARTMENT 20 - FIRE				
03101	ADMINISTRATION	\$1,469,891	\$1,656,041	\$2,341,323
03201	PUBLIC EDUC/SPCL EVENTS	\$41,116	\$193,104	\$335,125
03202	PLAN CHECK	\$287,799	\$430,384	\$429,042
03203	ENFORCEMENT	\$487,743	\$616,737	\$601,305
03204	FIRE INVESTIGATION	\$34,161	\$124,176	\$71,193
03301	SUPPRESSION-CALLS FOR SER	\$10,866,832	\$12,338,873	\$14,777,449
03302	USAR PROGRAM	\$2,744,006	\$1,957,905	\$1,733,744
03401	EMS - CALLS FOR SERVICE	\$1,906,777	\$3,459,703	\$4,718,129
03402	EMS - PROGRAM MANAGEMENT	\$232,551	\$285,449	\$381,622
03403	EMS-CERTIFICATION & TRAIN	\$232,551	\$813,893	\$1,138,585
03501	CERT	\$39,688	\$49,107	\$132,955
03502	CPR & FIRST AID	\$44,723	\$58,953	\$29,253
03503	PUBLIC ACCESS DEFIBRILLATION	\$25,179	\$36,230	\$70,932
DEPARTMENT 20 - FUND 01 TOTAL		\$18,413,017	\$22,020,557	\$26,760,657
DEPARTMENT 27 - COMMUNITY DEVELOPMENT				
03701	CURRENT PLANNING	\$1,114,969	\$1,345,583	\$1,559,909
03702	ADVANCE PLANNING	\$789,344	\$959,687	\$1,059,062
03703	COMMISSIONS	\$529,657	\$648,099	\$704,332
04201	HANDYWORKER PROGRAM	\$38,689	\$32,341	\$0
04202	SENIOR SERVICES	\$36,991	\$30,318	\$0
04601	PLAN CHECK AND PERMITTING	\$1,820,645	\$2,064,081	\$2,285,754

**CITY OF BEVERLY HILLS
EXPENDITURE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Adopted	FY2006 Adopted	FY2007 Adopted
04602	RECORDS MANAGEMENT	\$199,231	\$341,939	\$382,593
04610	BUILDING INSPECTION	\$1,539,621	\$1,594,112	\$1,732,256
13730	ADMINISTRATIVE SERVICES	\$182,676	\$258,106	\$497,877
14620	COMMUNITY PRESERVATION SE	\$799,083	\$1,074,658	\$1,032,058
14621	RENT STABILIZATION	\$94,423	\$130,019	\$146,614
DEPARTMENT 27 - FUND 01 TOTAL		\$7,145,329	\$8,478,943	\$9,427,532
DEPARTMENT 35 - PUBLIC WORKS				
04301	TRANSPORTATION ADMIN	\$298,492	\$162,045	\$0
05102	PERMIT COUNTER & GEN PUBLIC	\$436,802	\$566,124	\$383,871
05103	TRAFFIC ENG & SVCS & OPER	\$227,872	\$269,121	\$180,495
05104	PRIVATE DEVELOP PROJ SVCS	\$154,231	\$189,061	\$131,588
07202	PARKING METERS	\$514,161	\$661,416	\$1,179,004
07301	PARKING ENFORCEMENT	\$2,817,015	\$3,397,392	\$4,224,457
07501	TRANSP PLANNING & ADMIN	\$134,513	\$367,194	\$468,412
07601	INFRASTRUCTURE MAINT	\$1,243,448	\$1,698,102	\$1,706,681
07602	PAINT AND SIGNS	\$650,663	\$742,969	\$922,312
07603	SIGNALS AND LIGHTS	\$1,208,039	\$1,345,503	\$1,700,839
09501	PREFERENTIAL PERMIT PARKING	\$200,588	\$510,710	\$542,777
09502	OVERNIGHT PERMIT PARKING	\$208,867	\$120,282	\$1,322
09503	VALET PERMITS	\$51,866	\$68,672	\$70,071
09504	TAXI PERMITS	\$41,265	\$55,430	\$44,643
10004	GENERAL INVENTORY	\$248,965	\$213,200	\$0
DEPARTMENT 35 - FUND 01 TOTAL		\$8,436,787	\$10,367,221	\$11,556,472
DEPARTMENT 40 - COMMUNITY SERVICES				
00701	FARMERS MARKET - OPS & SPEV	\$181,664	\$249,848	\$382,614
04001	FILMING & EVENT PERMITS	\$173,670	\$225,080	\$272,038
04002	COMMUNITY EVENTS/PROGRAM	\$468,159	\$667,001	\$730,221
04003	CULTURAL PROGRAMS	\$472,692	\$587,317	\$749,509
04004	PUBLIC ART/ FA COMMISSION	\$119,415	\$146,388	\$187,602
05601	TREE MAINTENANCE - PARKS	\$1,435,413	\$1,461,503	\$1,624,489
05602	TREE REMOVAL/INSTALLATION	\$160,692	\$175,173	\$181,603
05603	UR FOREST SUPP OTHER DEPT	\$79,344	\$88,822	\$32,498
06601	REC & PARKS ADMIN	\$730,053	\$844,994	\$494,273
06701	EARLY EDUCATION	\$875,515	\$1,264,317	\$1,140,119
06702	YOUTH	\$1,857,755	\$2,394,882	\$3,335,299
06703	ADULTS	\$790,604	\$1,159,680	\$1,428,335
06704	SENIOR ADULTS	\$338,953	\$290,335	\$175,536
06705	LEISURE SUPPORT SERVICES	\$2,064,109	\$2,150,642	\$2,876,806
06901	BEVERLY GARDEN & MINI PARKS	\$804,543	\$936,006	\$878,621
06902	COLDWATER CANYON	\$175,831	\$196,620	\$220,656
06903	GREYSTONE/WILL ROGERS	\$691,779	\$798,717	\$947,229
06904	LA CIENEGA	\$374,900	\$343,203	\$536,880
06905	ROXBURY	\$551,126	\$622,241	\$699,731
06906	ATHLETIC FACILITIES	\$291,460	\$334,422	\$399,178
06907	STREETSCAPE	\$194,188	\$201,218	\$234,040
06908	CIVIC CENTER	\$178,991	\$254,905	\$292,127
06909	PARKS -SUPPORT OTHER DEPT	\$361,202	\$401,293	\$324,449
07701	LITERACY SERVICES	\$324,078	\$348,965	\$334,964
07702	REFERENCE SERVICES	\$1,558,955	\$1,839,964	\$2,019,430
07703	LIBRARY PROGRAMS	\$330,828	\$481,856	\$601,527
07704	CIRCULATION SERVICES	\$1,337,921	\$1,624,823	\$1,802,583
07705	SHELVING MATERIALS	\$661,746	\$1,011,505	\$982,474
07801	COLLECTION DEVELOPMENT	\$1,630,279	\$1,531,313	\$1,539,141
07802	MATERIALS ACQUISITION	\$310,988	\$431,254	\$436,725
07803	LIBRARY DATABASE MAINT	\$653,097	\$771,551	\$570,109

**CITY OF BEVERLY HILLS
EXPENDITURE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Adopted	FY2006 Adopted	FY2007 Adopted
07804	INTERLIBRARY LOANS	\$80,739	\$120,548	\$136,096
07805	MATERIAL PROCESSING	\$381,730	\$615,118	\$480,821
07901	LIBRARY FINANCIAL SVCS	\$186,441	\$171,562	\$0
07902	LIBRARY ADMINISTRATION	\$296,202	\$250,798	\$542,269
07903	LIBRARY SECURITY SERVICES	\$371,612	\$507,167	\$363,748
07904	ADMINISTRATIVE SUPPORT	\$0	\$45,877	\$651,017
07905	RESIDENT ED PRGMS-TEAM BH	\$0	\$0	\$105,368
08801	HUMAN SERVICES	<u>\$8,066,295</u>	<u>\$9,076,013</u>	<u>\$9,314,247</u>
DEPARTMENT 40 - FUND 01 TOTAL		\$29,562,969	\$34,622,920	\$38,024,372
DEPARTMENT 50 - NON-DEPARTMENTAL				
01704	CITY ECODEV PROMOTIONS	\$0	\$2,927,676	\$3,431,015
01704	NON-DEPARTMENTAL (GF)	<u>\$0</u>	<u>\$2,936,235</u>	<u>\$5,423,387</u>
DEPARTMENT 50 - FUND 01 TOTAL		\$0	<u>\$5,863,911</u>	<u>\$8,854,402</u>
GENERAL FUND (01) GRAND TOTAL		\$104,838,534	\$126,904,739	\$141,194,967
INTERNAL SERVICE FUNDS				
FUND 08 - CAPITAL ASSETS				
DEPARTMENT 35 - PUBLIC WORKS				
02801	PROJECT ADMINISTRATION	\$620,861	\$888,161	\$1,017,432
05901	FACILITIES MAINTENANCE	\$7,280,320	\$7,814,725	\$10,878,686
05902	TENANT SUPPORT	\$2,811,013	\$2,717,819	\$2,280,298
05903	MEETING SUPPORT	\$956,936	\$995,127	\$777,175
05904	CAPITAL IMPROVEMENTS	\$3,943,113	\$3,924,115	\$4,825,880
08501	VEHICLE MAINTENANCE	\$1,864,457	\$2,169,496	\$2,085,530
08502	VEHICLE REPLACEMENT	\$2,833,693	\$2,699,675	\$2,844,641
10000	AUTOMOTIVE INVENTORY	\$392,643	\$468,048	\$598,616
10001	FUEL INVENTORY	\$515,453	\$592,984	\$745,455
10002	FACILITIES INVENTORY	\$92,973	\$344,037	\$329,095
10003	WATER INVENTORY	\$67,012	\$118,515	\$113,122
10004	GENERAL INVENTORY	<u>\$0</u>	<u>\$0</u>	<u>\$197,308</u>
DEPARTMENT 35 - FUND 08 TOTAL		\$21,378,474	\$22,732,701	\$25,039,305
DEPARTMENT 50 - NON-DEPARTMENTAL (CAP)				
01704	NON-DEPARTMENTAL (CAP)		\$0	\$21,892
DEPARTMENT 50 - FUND 08 TOTAL		\$0	\$0	<u>\$21,892</u>
FUND 08 GRAND TOTAL		\$21,378,474	\$22,732,701	\$25,061,197
FUND 41 - INFORMATION TECHNOLOGY				
DEPARTMENT 31 - INFORMATION TECHNOLOGY				
00201	COM ADMINISTRATION	\$179,104	\$600,403	\$653,240
00202	COM SYSTEMS	\$529,129	\$551,448	\$435,149
01501	IT ADMINISTRATION	\$1,520,511	\$2,174,110	\$958,354
01502	IT SECURITY	\$950,367	\$983,246	\$1,047,913
1503	IT NETWORK/COMMUNICATIONS	\$678,127	\$704,207	\$707,984
01504	IT SUPPORT	\$540,959	\$572,970	\$672,574
01505	IT PROFESSIONAL SERVICES	\$346,204	\$369,631	\$364,666
01506	IT CORE SYSTEMS	<u>\$1,252,627</u>	<u>\$1,314,754</u>	<u>\$2,585,350</u>
DEPARTMENT 31 - FUND 41 TOTAL		\$5,997,028	\$7,270,769	\$7,425,230

**CITY OF BEVERLY HILLS
EXPENDITURE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Adopted	FY2006 Adopted	FY2007 Adopted
DEPARTMENT 50 - NON-DEPARTMENTAL (IT)				
01704	NON-DEPARTMENTAL (IT)	\$0	\$0	\$96,938
	DEPARTMENT 50 - FUND 41 TOTAL	\$0	\$0	\$96,938
	41 FUND GRAND TOTAL	\$5,997,028	\$7,270,769	\$7,522,168
FUND 42 - CABLE/TELEVISION				
DEPARTMENT 31 - INFORMATION TECHNOLOGY				
00901	CATV ADMINISTRATION	\$312,417	\$414,843	\$463,968
00902	CATV PRODUCTION	\$493,275	\$601,436	\$1,008,535
	DEPARTMENT 31 - FUND 42 TOTAL	\$805,692	\$1,016,278	\$1,472,503
DEPARTMENT 50 - NON-DEPARTMENTAL (CABLE)				
01704	NON-DEPARTMENTAL (CABLE)	\$0	\$0	\$2,823
	DEPARTMENT 50 - FUND 42 TOTAL	\$0	\$0	\$2,823
	42 FUND GRAND TOTAL	\$805,692	\$1,016,278	\$1,475,326
FUND 43 - REPROGRAPHICS/GRAPHICS				
DEPARTMENT 31 - INFORMATION TECHNOLOGY				
07101	GPH ADMINISTRATION	\$240,303	\$317,106	\$352,260
07102	GPH PRODUCTION	\$165,002	\$242,547	\$264,863
08401	DOC ADMINISTRATION	\$256,045	\$293,549	\$238,000
08402	DOC PRODUCTION	\$523,082	\$659,651	\$1,122,209
	DEPARTMENT 31 - FUND 43 TOTAL	\$1,184,432	\$1,512,853	\$1,979,527
DEPARTMENT 50 - NON-DEPARTMENTAL (GPH/DOC)				
01704	NON-DEPARTMENT (GPH/DOC)	\$0	\$0	\$5,645
	DEPARTMENT 50 - FUND 43 TOTAL	\$0	\$0	\$5,645
	43 FUND GRAND TOTAL	\$1,184,432	\$1,512,853	\$1,985,172
FUND 45 - LIABILITY CLAIMS RESERVE				
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
00605	LIABILITY CLAIMS RESERVE	\$3,140,347	\$3,994,398	\$4,982,239
	DEPARTMENT 11 - FUND 45 TOTAL	\$3,140,347	\$3,994,398	\$4,982,239
DEPARTMENT 50 - NON-DEPARTMENTAL (LIAB)				
01704	NON-DEPARTMENTAL (LIAB)	\$0	\$0	\$4,129
	DEPARTMENT 50 - FUND 45 TOTAL	\$0	\$0	\$4,129
	FUND 45 TOTAL	\$3,140,347	\$3,994,398	\$4,986,368
FUND 46 - WORKERS' COMP RESERVE				
DEPARTMENT 11 - ADMINISTRATIVE SERVICES				
00602	WORKERS' COMP RESERVE	\$3,165,871	\$3,697,896	\$4,041,284
	DEPARTMENT 11 - FUND 46 TOTAL	\$3,165,871	\$3,697,896	\$4,041,284
DEPARTMENT 50 - NON-DEPARTMENTAL (WC)				
01704	NON-DEPARTMENTAL (WC)	\$0	\$0	\$4,129
	DEPARTMENT 50 - FUND 46 TOTAL	\$0	\$0	\$4,129
	FUND 46 TOTAL	\$3,165,871	\$3,697,896	\$4,045,413
FUND 47 - UNEMPLOYMENT INSURANCE				
01603	UNEMPLOYMENT INSURANCE	\$0	\$114,501	\$139,897
	FUND 47 TOTAL (Dept. 11)	\$0	\$114,501	\$139,897

**CITY OF BEVERLY HILLS
EXPENDITURE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Adopted	FY2006 Adopted	FY2007 Adopted
FUND	48 - POLICY, ADMINISTRATIVE AND LEGAL			
DEPARTMENT	01 - POLICY & MANAGEMENT			
00101	CITY COUNCIL & ADMIN SUPP	\$2,731,219	\$2,704,043	\$3,096,479
01101	ECONOMIC DEVELOPMENT	\$334,406	\$626,956	\$649,147
04101	EMERGENCY MANAGEMENT	\$301,275	\$361,478	\$533,230
08301	CITY MARKETING & PROMOTION	<u>\$637,565</u>	<u>\$646,833</u>	<u>\$1,055,649</u>
	DEPARTMENT 01 TOTAL	\$4,004,465	\$4,339,310	\$5,334,505
DEPARTMENT	05 - CITY ATTORNEY			
00501	LEGAL GENERAL & LITIGATION	\$2,077,462	\$2,586,384	\$2,643,467
00502	LEGAL CODE ENFORCEMENT	<u>\$482,785</u>	<u>\$305,187</u>	<u>\$358,248</u>
	DEPARTMENT 05 - TOTAL	\$2,560,247	\$2,891,571	\$3,001,714
DEPARTMENT	11 - ADMINISTRATIVE SERVICES			
00401	RECRUITMENT	\$389,378	\$540,282	\$621,986
00402	PAYROLL / BENEFITS ADMIN	\$2,616,441	\$1,030,023	\$536,383
00403	LABOR RELATIONS	\$237,603	\$265,422	\$383,536
00404	TRAINING DEVELOPMENT	\$322,394	\$561,390	\$620,299
00405	EMPLOYEE OUTREACH DEVELOP	\$246,509	\$288,786	\$272,379
00406	ADMIN SUPPORT STAFF	\$0	\$0	\$750,614
00604	EMPLOYEE SAFETY	\$132,801	\$150,407	\$209,297
00801	BUDGET	\$134,855	\$306,050	\$789,879
00802	PROPERTY MANAGEMENT	\$140,520	\$360,786	\$410,868
00803	MANAGEMENT	\$114,550	\$254,316	\$442,210
01601	ACCOUNTING	\$373,751	\$481,320	\$662,659
01602	ACCOUNTS PAYABLE	\$346,250	\$472,291	\$549,310
01701	ADMINISTRATION	\$1,072,141	\$998,238	\$1,093,697
01703	PURCHASING SERVICES	\$0	\$0	\$333,510
01901	GENERAL & UTILITY BILLING	\$1,346,077	\$1,493,616	\$1,274,358
01902	CASHIER OFFICE	<u>\$0</u>	<u>\$0</u>	<u>\$386,458</u>
	DEPARTMENT 11 - FUND 48 TOTAL	\$7,473,270	\$7,096,736	\$9,337,442
DEPARTMENT	35 - PUBLIC WORKS			
5001	PUBLIC WORKS ADMIN	\$3,390,726	\$2,721,150	\$2,597,459
05101	CIP MANAGEMENT & INSPECTN	<u>\$1,026,065</u>	<u>\$1,090,290</u>	<u>\$2,376,564</u>
	DEPARTMENT 35 - FUND 48 TOTAL	\$4,416,791	\$3,811,440	\$4,974,023
DEPARTMENT	50 - NON-DEPARTMENTAL (PAL)			
01704	NON-DEPARTMENTAL (PAL)		\$0	\$193,917
	DEPARTMENT 50 - FUND 48 TOTAL	\$0	\$0	\$193,917
	48 FUND GRAND TOTAL	<u>\$18,454,773</u>	<u>\$18,139,057</u>	<u>\$22,841,601</u>
	INTERNAL SERVICE FUNDS GRAND TOTAL	\$54,126,617	\$58,478,454	\$68,057,142
<u>SPECIAL REVENUE FUNDS</u>				
FUND	10 - CDBG			
04201	CDBG PROGRAMS	\$283,977	\$235,508	\$213,266
04202	CDBG	<u>\$0</u>	<u>\$48,483</u>	<u>\$43,680</u>
	FUND 10 GRAND TOTAL	\$283,977	\$283,990	\$256,946
FUND	17 - INMATE WELFARE			
02105	INMATE WELFARE	<u>\$645</u>	<u>\$645</u>	<u>\$668</u>
	FUND 17 GRAND TOTAL	\$0	\$645	\$668

**CITY OF BEVERLY HILLS
EXPENDITURE DETAIL
BY FUND AND DEPARTMENT**

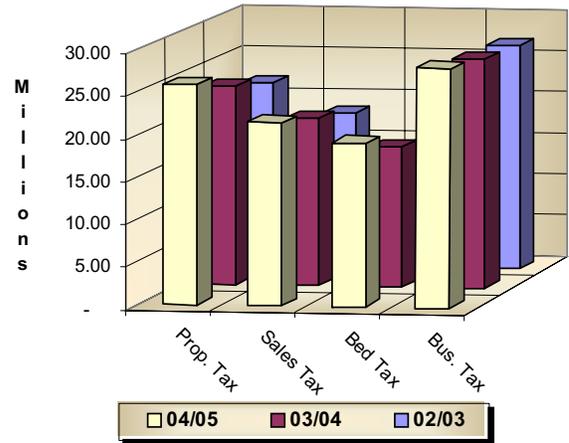
Program No.	Program Title	FY2005 Adopted	FY2006 Adopted	FY2007 Adopted
FUND	19 - PD ADMIN-STATE COPS GRANT			
02105	PD ADMIN-STATE COPS GRANT	\$97,356	\$128,266	\$82,286
02105	POLICE GRANTS	\$108,371	\$107,953	\$67,100
02202	DARE PROG FROM DONATIONS	<u>\$0</u>	<u>\$2,000</u>	<u>\$2,070</u>
	FUND 19 GRAND TOTAL	\$205,727	\$238,219	\$151,456
FUND	30- PROP A GRANT			
DEPARTMENT	35 - PUBLIC WORKS			
07001	TROLLEY/SENIOR T - PROP A	\$813,700	\$769,747	\$859,517
	DEPARTMENT 35 - FUND 30 TOTAL	\$813,700	\$769,747	\$859,517
DEPARTMENT	50 - NON-DEPARTMENTAL (PW-30)			
01704	NON-DEPARTMENTAL (PW-30)	<u>\$0</u>	<u>\$0</u>	<u>\$3,783</u>
	DEPARTMENT 50 - FUND 30 TOTAL	\$0	\$0	\$3,783
	FUND 30 GRAND TOTAL	\$813,700	\$769,747	\$863,300
FUND	31- PROP C GRANT			
DEPARTMENT	35 - PUBLIC WORKS			
07005	SENIOR TRANSIT - PROP C	\$459,530	\$446,337	\$491,439
	DEPARTMENT 35 - FUND 31 TOTAL	\$1,273,230	\$446,337	\$491,439
DEPARTMENT	50 - NON-DEPARTMENTAL (PW-31)			
01704	NON-DEPARTMENTAL (PW-31)	<u>\$0</u>	<u>\$0</u>	<u>\$2,868</u>
	DEPARTMENT 50 - FUND 31 TOTAL	\$0	\$0	\$2,868
	FUND 31 GRAND TOTAL	\$0	\$446,337	\$494,307
	SPECIAL REVENUE FUNDS GRAND TOTAL	\$3,390,334	\$2,955,024	\$1,766,677
<u>INFRASTRUCTURE FUNDS</u>				
FUND	56 - 1998 LEASE REVENUE BONDS			
07601	1998 LEASE REVENUE BONDS	\$1,774,974	\$1,771,225	\$1,766,075
	FUND 56 GRAND TOTAL	\$1,774,974	\$1,771,225	\$1,766,075
FUND	96 - INV IN GEN FIXED ASSETS			
07601	INV IN GEN FIXED ASSETS	\$2,095,000	\$2,190,400	\$2,190,400
	FUND 96 GRAND TOTAL	\$2,095,000	\$2,190,400	\$2,190,400
FUND	97 - GEN LONG-TERM DEBT			
07601	GEN LONG-TERM DEBT	\$24,747	\$24,747	\$24,747
	FUND 97 GRAND TOTAL	\$24,747	\$24,747	\$24,747
	INFRASTRUCTURE FUNDS GRAND TOTAL	\$3,894,721	\$3,986,372	\$3,981,222
<u>ENTERPRISE FUNDS</u>				
FUND	80 - WATER			
06001	IMPORTED WATER	\$8,165,249	\$8,257,206	\$0
06002	GROUNDWATER	\$3,054,551	\$4,724,310	\$6,145,024
06003	MAINTENANCE AND REPAIR	\$3,158,179	\$5,317,643	\$11,652,936
06004	WATER QUALITY	\$1,949,930	\$2,812,577	\$2,825,048
06005	NEW SRVCS / INSTALLATIONS	\$918,462	\$2,118,500	\$2,024,925
06006	WATER SALES	\$1,022,333	\$409,221	\$908,780

**CITY OF BEVERLY HILLS
EXPENDITURE DETAIL
BY FUND AND DEPARTMENT**

Program No.	Program Title	FY2005 Adopted	FY2006 Adopted	FY2007 Adopted
06007	CONSERVATION	\$258,968	\$211,677	\$200,477
06008	FIRE SUPPRESSION	<u>\$78,585</u>	<u>\$212,075</u>	<u>\$104,020</u>
	FUND 80 GRAND TOTAL	\$18,606,257	\$24,063,210	\$23,915,127
FUND	81 - PARKING OPERATIONS			
07201	PARKING OPERATIONS	\$12,951,935	\$13,153,499	\$13,333,849
01704	NON-DEPARTMENTAL (PARKING)	<u>\$0</u>	<u>\$0</u>	<u>\$8,088</u>
	FUND 81 GRAND TOTAL	\$12,951,935	\$13,153,499	\$13,341,937
FUND	83 - SOLID WASTE			
05201	RESIDENTIAL	\$6,472,878	\$7,967,888	\$6,403,545
05202	COMMERCIAL	\$3,495,129	\$4,200,026	\$4,007,567
05203	CONSERVATION	\$45,095	\$91,039	\$22,194
05204	USED OIL BLOCK GRANT	\$7,452	\$7,803	\$0
05205	ALLEY MAINTENANCE	\$0	\$63,205	\$1,252,171
05505	STREET SWEEPING	<u>\$0</u>	<u>\$0</u>	<u>\$1,155,167</u>
	FUND 83 GRAND TOTAL	\$10,020,554	\$12,329,961	\$12,840,645
FUND	84 - WASTEWATER			
05401	MAINTENANCE	\$1,640,121	\$2,446,783	\$2,350,233
05402	BLOCKAGE	\$539,867	\$1,176,164	\$1,439,204
05403	CONSERVATION	\$176,232	\$152,838	\$56,643
05404	TREATMENT HYPERION & INDST	<u>\$4,733,587</u>	<u>\$2,782,347</u>	<u>\$3,367,874</u>
	FUND 84 GRAND TOTAL	\$7,089,807	\$6,558,132	\$7,181,232
FUND	85 - STORMWATER			
05501	INSPECTIONS	\$210,742	\$288,782	\$270,935
05502	MAINTENANCE	\$809,385	\$1,233,358	\$1,314,092
05503	CONSERVATION	\$23,917	\$50,186	\$28,508
05505	STREET SWEEPING	<u>\$637,494</u>	<u>\$919,392</u>	<u>\$0</u>
	FUND 85 GRAND TOTAL	\$1,681,538	\$2,491,718	\$1,620,223
	ENTERPRISE FUNDS GRAND TOTAL	<u>\$50,350,091</u>	<u>\$58,596,520</u>	<u>\$58,899,164</u>
	TOTAL ALL FUNDS	\$216,600,297	\$250,921,109	\$273,899,172

GENERAL FUND REVENUE PROJECTIONS

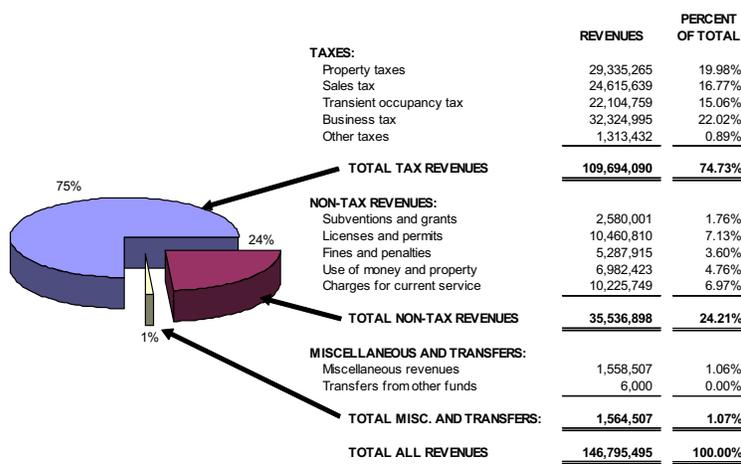
General Fund revenues for Fiscal Year (FY) 2006/2007 are conservatively projected, as a result of current economic trends, to total \$146.8 million compared to projected revenues of \$138.9 million for Fiscal Year 2005/2006, representing an increase year-over-year of 5.7%. Shown in the accompanying graph are the City's four largest tax revenues (for the 3 most recently completed fiscal years); Property, Sales, Transient Occupancy (often referred to as a Bed Tax) and Business Tax.



Most people are surprised to learn that the City's biggest tax generator is Business Tax, generating roughly \$30.8 million for Fiscal year 2005/2006. More than half of this comes from property rental income. The City implemented this tax on the eve of Prop. 13's passage, recognizing the windfall gain that high income property was about to receive. Because the tax on income property is often passed along to tenants, we are frequently told that this tax is "unfriendly" to Beverly Hills businesses. Our counterargument is that we have no utility tax, no parking tax, no mall charges, and no assessment fees. In any case, the Business Tax carried us through the slow years of the 1990's. For Fiscal Year 2006/2007 we are budgeting a slight increase from our current projection to a conservative \$32.3 million (a 4.9% increase).

Sales Tax continues to improve since the downturn resulting from the impacts of 9-11 and the general economic climate with current projections at \$23.7 million. Budget for Fiscal Year 2006/2007 is a little on the conservative side at \$24.6 million (a 3.8% increase).

Property Tax continues to show the strength of the California real estate market. We should keep in mind that in past economic cycles property tax was slower to respond to the downward trend and even slower to recover. We have been hurt both by declining property values (with lowering assessments) and by State "takeaways" of Property Tax in the past. For the Fiscal Year 2006/2007 Budget we expect Property Tax Revenues of about 29.3 million, an increase of about 4.6% over our projected Fiscal Year 2005/2006 revenue. We have excellent prospects for increases in the next few years. Even with all this encouraging news, the City is quick to point out that



This chart shows the relationship between the various General Fund revenue sources.

all of our Property Tax does not even pay for the operations of the Police Department alone (\$44.7 million). In a post-Prop. 13 world, Property Tax does not even remotely cover the costs of non-fee based services.

The City's Transient Occupancy Tax (hotel bed tax) were the most severely impacted of all our revenues by the 9-11 tragedy, the SARS epidemic in the Pacific Rim and war in the gulf. We project \$22.1 million

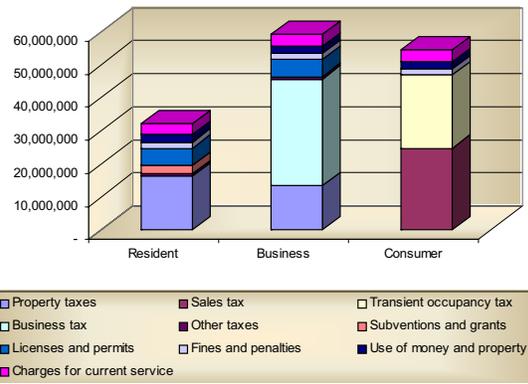
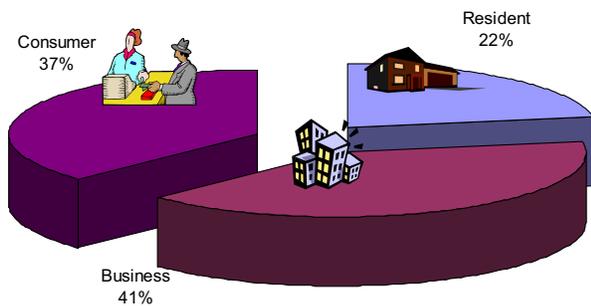
in Fiscal Year 2006/07. Occupancy at the major hotels is up considerable and appears to be at the post 9-11 levels. We are fortunate to have such stellar hotel operators in Beverly Hills, and benefit from the City's reputation as a safe, pleasant environment even in this tough economic climate.

Revenue from Fines & Penalties (mostly parking fines) is substantial (approximately \$5.3 million), but it tends to grow only slightly. We do not look at this area as a future revenue enhancement source. For the most part, the City issues parking tickets to keep parking spaces open for businesses (in commercial areas) or for resident parking (in residential areas). We are aggressive, but we issue fewer tickets, at slightly lower fine levels, than Culver City, Los Angeles, Santa Monica and West Hollywood.

Over the years the category Charges for Services has been impacted by several different factors. First, in Fiscal Year 2003/04 a decision was made to transfer the parking meter operation back to the General Fund from the Parking Enterprise Fund resulting in an increase of about \$2.4 million. Then, in Fiscal Year 2005/06, the decision to establish the Policy, Administration & Legal Internal Service Fund transferred about \$4.3 million out of the General Fund. Recent decisions to recover more fully parking and other fee related program costs result in a Fiscal Year 2006/07 revenue assumption of \$10.2 million or about \$2.96 million more than the current year's assumptions. Licenses & Permits, especially in the Building, Planning and Engineering Departments, are budgeted substantially higher due to the pending Montage Hotel project and significant commercial projects in development.

One question that always arises when we discuss General Fund revenues is "How much of the City's General Fund Revenues are contributed by local businesses?" When analyzing the City's General Fund revenues we divide the revenue contributors into three categories; 1). Residents; 2) Businesses; and, 3) Consumers. The Charts and spreadsheet show this relationship both graphically and numerically and illustrate that business and its consumers generate about 78% of the City's General Fund Revenues.

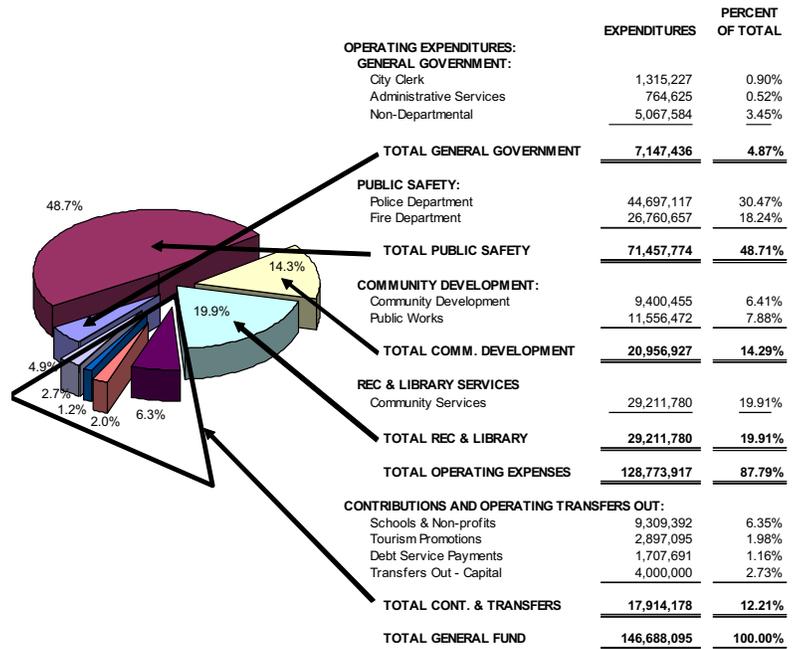
	Resident	Business	Consumer	Total
TAXES:				
Property taxes	16,134,396	13,200,869	-	29,335,265
Sales tax	-	-	24,615,639	24,615,639
Transient occupancy tax	-	-	22,104,759	22,104,759
Business tax	-	32,324,995	-	32,324,995
Other taxes	656,716	656,716	-	1,313,432
TOTAL TAX REVENUES	16,791,112	46,182,580	46,720,398	109,694,090
NON-TAX REVENUES:				
Subventions and grants	2,580,001	-	-	2,580,001
Licenses and permits	5,230,405	5,230,405	-	10,460,810
Fines and penalties	1,762,462	1,762,462	1,762,991	5,287,915
Use of money and property	2,327,242	2,327,940	2,327,242	6,982,423
Charges for current service	3,409,265	3,408,242	3,408,242	10,225,749
TOTAL NON-TAX REVENUES	15,309,374	12,729,049	7,498,475	35,536,898
Grand Taxes and Non-Taxes	32,100,486	58,911,629	54,218,873	145,230,988



GENERAL FUND EXPENDITURE PROJECTIONS

General Fund *Expenditures* fall into several major categories: Departmental Expenses, BHUSD Support and Community Group Support, Tourism Promotion and Debt Service. Within Departmental Expenses the City includes about \$8 million a year for maintenance of our infrastructure as facilities user charges.

Departmental Expenses have either grown or contracted in recent years depending on our revenue situation. Obviously, personnel costs make up a big part of this category. In the early 1990's, we had to reduce costs in these budgets due to the economic downturn. During those years, we had to do layoffs and a few service reductions (alley and sidewalk maintenance, turf mowing, public information programs, etc.). When the workload picked up and the economy improved, we added some staff -- mostly in development-related departments and in the Library and Recreation & Parks.



This chart shows the relationship between the various General Fund expenditure categories.

Support for the Beverly Hills Unified

School District has grown over the years from less than \$2 million to more than \$8 million per year during Fiscal Year 2005/2006. For Fiscal Year 2006/2007 an increase of 1.35% is anticipated, the growth in the CPI factor from November 2004 through November 2005.

Community Group Support has grown somewhat in recent years, but not dramatically. For the most part, the School District has received any extra discretionary funds. The City also contributes to a number of health, social service and cultural arts groups, including the Maple Counseling Center, the Westside Foodbank, People Assisting the Homeless, LA Free Clinic, the Beverly Hills Symphony, the Beverly Hills Theater Guild, and others. We also allocate as much of our federal Community Development Block Grant funds to social service programs as we are allowed by law. We have funded handyman programs, peer counseling, family counseling, etc., for seniors or other income eligible households.

In the area of Tourism Promotion, the City will contribute about one seventh of its Transient Occupancy Tax to support the promotion of tourism through the Visitors Bureau, the Chamber of Commerce's Retail Council and the Rodeo Drive Merchants Association's Walk of Style. In Fiscal Year 2006/2007, the contribution equates to roughly \$2.9 million as compared to \$2.5 million for Fiscal Year 2005/2006.

Debt Service costs increased dramatically in the late 1980's due to the Civic Center project. They will remain fairly constant (roughly 10% of General Fund) for the next few years. After that, the percentage starts to decline very gradually until the debt is retired in roughly 30 years. Beverly Hills bonds and securities continue to be rated well by the financial markets.

The final component of the General Fund is the unallocated **Fund Reserve**. As recently as Fiscal Year 1994/1995 we had essentially no Fund Reserve. Ideally, a city our size should have a reserve of

between 25%-50% of annual operating budget. Most cities do not achieve this. We have, however, accumulated a Fund Reserve of \$37 million over the last several years. Some of this reserve has been attained through one-time credits from CALPERS (from surplus retirement funding). The rest was saved through better-than-expected operating results both in revenues and expenditures. More immediately critical, however, is our need to bolster the City's Capital Improvement Fund.

CAPITAL PROJECTS

The City's major challenge is to find money to complete all of our high priority capital projects. Having reviewed each of the projects in our 5-year capital program, the City Council now faces the task of prioritizing and/or making decisions to seek additional funding for important projects.

Almost all of the funding in the Capital Assets Funds comes from user charges to General Fund departments.

SPECIAL REVENUE FUNDS

The Park & Recreation Tax Fund collects revenue from new development projects. In the mid-1980's, the City collected up to \$5 million in a single year. Over the 1990's, we averaged only \$1 million per year. As a result, the balance in this fund is now very low. Presently, these revenues vary between about \$1.5 million and \$3 million depending on the intensity of development activity in any given year.

The Fine Art Fund collects fees (not taxes) from new commercial development. The fees are used, upon recommendation of the Fine Art Commission, to acquire public art for the City. When the owner of a new project chooses not to install artwork, the City collects an amount equal to 1% of the permit valuation.

ENTERPRISE FUNDS

The City operates several Enterprise Funds that provide Water, Sewer, Solid Waste and Storm Water utility services and a Parking Enterprise that provides and maintains parking facilities and retail space within the City.

The Water Enterprise Fund is strong, but we have much left to do in capital upgrades. We have completed construction of three new water wells and a water treatment plant that produces approximately 25% of the City's water needs. We have much more work to do in the upgrading of water mains and reservoirs. Starting with the current fiscal year, a new rate structure was developed to 1) encourage conservation by higher usage residential customers; 2) establish a single rate range for all commercial, industrial and municipal customers; and, 3) provide an overall increase in water enterprise revenues that will provide the capital necessary for the maintenance and refurbishing of the system.

The Wastewater Fund has benefited by the extraordinary multi-agency Hyperion effort. Through hard-fought renegotiation of our Hyperion Sewage Treatment contract with Los Angeles, we estimate that the City saved more than \$10 million in charges for capital costs. In the early 1990's, we were in a costly

Listing of CIP Projects for FY 2006/2007

STREET RESURFACING 0195	1,200,000
INSTALL TRAFFIC SIGNALS 0367	639,000
PAVEMENT MASTER PLAN 0554	150,000
STREET LIGHT MASTER PLAN, LIGHTING & CONDUIT 0629	8,821,532
ANNUAL MAINTENANCE 0633	500,000
STREET SIGN REPLACEMENT	250,000
SANTA MONICA BLVD STATE ABATEMENT 0889 - Restricted Funding Source - \$4.3m from State for abatement and up to \$2.1m from MTA for Santa Monica bus lane project and signalization. Per FY2005/06 CIP Budget, full project cost was \$7,404,460.	1,353,460
FIRE DEPARTMENT FACILITY MAINT & IMPROVEMENTS 0585	650,000
POLICE DEPARTMENT FACILITY MAINT & IMPROVEMENTS 0610	710,000
GENERAL LAND ACQUISITION 0647	8,700,000
IMPROVEMENT OF CITY GATEWAYS 0701	150,000
REPAINT CITY BUILDINGS 0713	230,000
CONSTRUCT OPERATIONS SERVICE CENTER 0797	14,000,000
MISCELLANEOUS SMALL CONSTRUCTION PROJECTS 0823	100,000
SCHEDULED MAINTENANCE OF LIBRARY FACILITY 0838	125,000
CITY HALL MASTER PROJECT 0851	3,495,000
CIVIC CENTER PLAZA IMPROVEMENT 0852	75,000
BUSINESS PARK AREA EIR AND TRAFFIC MITIGATION 0862	100,000
TEN PORTABLE ELECTROCARDIOGRAMS (EKG's)	225,000
SCBA REPLACEMENT	585,000
TEEN ZONE	60,000
CENTRAL PLANT UPGRADES	365,000
PUBLIC WORKS FACILITIES UPGRADES	150,000
AUTOVU/AUTOFIND PARKING CAMERA SYSTEM	110,000
SCHEDULED VEHICLE REPLACEMENT	1,600,000
	<u>44,343,992</u>

City saved more than \$10 million in charges for capital costs. In the early 1990's, we were in a costly legal battle over these disputed costs. Today, we have signed a new contract that gives Beverly Hills (and other contracting agencies) a much lower cost structure than had been assumed in previous projections.

Solid Waste Fund is our biggest challenge because there are several unknowns on the horizon. We do not have control of the landfills we use, and State-mandated waste flow reductions deadlines are imminent. To address these issues the City has contracted with a single provider for commercial solid waste collection and disposal (including construction roll-off services). Service to residential customers is provided directly by the City. Through this structure the City directs our entire waste stream to a materials recovery facility (MRF) to achieve our diversion mandates.

For the Parking Enterprise Fund staff will concentrate on replacing and enhancing the revenue control and parking systems in our structures. Additionally, we are in the process of hiring a Property Manager to better address the needs of our many prominent retail tenants.

SUMMARY OF ENTERPRISE FUNDS BUDGETED REVENUES AND EXPENDITURES

	Water Enterprise Fund	Waste - water Enterprise Fund	Solid Waste Enterprise Fund	Storm - water Enterprise Fund	Parking Enterprise Fund
Projected Revenues:					
Service Charges	20,952,682	6,711,938	11,684,235	1,759,402	6,060,311
Interest Earnings	421,546	200,279	124,543	40,980	200,000
Lease of Property	899,839	-	-	-	7,176,376
Miscellaneous	7,497,185	750,000	903,500	-	89,861
Operating Revenues	<u>29,771,252</u>	<u>7,662,217</u>	<u>12,712,278</u>	<u>1,800,382</u>	<u>13,526,548</u>
Projected Expenses:					
Personnel Services	2,025,456	732,942	1,983,247	1,069,444	1,937,444
Materials and Supplies	812,491	81,047	146,941	46,266	112,835
Contractual Services					
BH Operations	1,772,420	289,465	542,876	69,056	1,094,793
Outside Service Provider	8,318,663	1,783,630	5,380,108	-	-
Internal Services	5,313,110	2,283,478	4,126,562	335,133	3,558,449
Depreciation/A mrtzn	3,676,913	1,170,670	99,360	98,325	4,289,083
Debt Service Interest	1,887,915	867,721	286,051	-	2,348,334
Other Misc.	54,242	5,000	25,500	802,000	1,000
Operating Expense	<u>23,861,210</u>	<u>7,213,953</u>	<u>12,590,645</u>	<u>2,420,224</u>	<u>13,341,938</u>
Net from Operations	5,910,042	448,264	121,633	(619,842)	184,610
Plus Capital & Unrestricted	17,766,643	7,959,868	4,482,185	3,505,569	41,063,596
Plus Bond or Other Financing	19,000,000	-	-	-	1,000,000
Plus Depreciation	3,676,913	1,170,670	99,360	98,325	4,289,083
Cash Available	46,353,598	9,578,802	4,703,178	2,984,052	46,537,288
Capital Projects					
Capital Projects	33,385,000	5,240,000	250,000	140,000	37,709,805
Debt Service Principal	695,764	835,000	518,841	-	3,252,216
Oper Rsvs & Cap Rplcmnt	<u>12,272,834</u>	<u>3,503,802</u>	<u>3,934,337</u>	<u>2,844,052</u>	<u>5,575,267</u>

INTERNAL SERVICE FUNDS

Our Internal Service Funds are all very healthy. The primary Internal Service Funds include:

- Capital Assets Fund (Building & Vehicle Maintenance Fund)
- Information Technology Fund
- Liability Self-Insurance Fund
- Policy, Administrative & Legal Fund
- Reprographics Fund
- Workers Compensation Self-Insurance Fund
- Cable Television Fund

The Capital Assets Fund represents one of the busiest activity areas in the City, responsible for all of the City's equipment and facility maintenance and replacement. This staff unit manages every City building construction/rehab effort, of which there are always many. This is also one of the areas which offer us the most potential savings from cost efficiency analysis.

The Information Technology Fund has been one of our fastest growing budget areas, reflecting our need to upgrade operations for the future. With much help from the Technology Committee, we have been building our internal network and adding vital user functions, such as the Computer Aided Dispatch/Records Management System and Geographic Information System. CAD/RMS is a Public Safety system that will mesh with upgrades to our internal radio, TV, telephone, satellite, and communications equipment. The GIS software will allow us to perform remarkable new functions, including crime analysis, risk management analysis, civil engineering design, water system control, infrastructure inventory, satellite-based planning for hillsides, etc. It is one of the most powerful changes I have seen in my years in local government management. We are also built out new facility space for the IT staff.

The Litigation/Liability Fund is actually a self-insurance fund. Over the last ten years, our annual cost to defend claims and lawsuits has probably doubled. As such, we spend much more time studying our trends and trying to manage our risk. While many claims are legitimate, it is an unfortunate fact of life that governments, and especially Beverly Hills, are targets for claims. Our primary risks tend to involve vehicle accidents, trip/falls, street design, street trees, and sewer backups. We have very few claims of employee misbehavior or negligence.

The Policy, Administrative & Legal Fund is a newly created Internal Service Fund for Fiscal Year 2005/06. This fund includes the departments of Policy & Management, Administrative Services, and Legal (City Attorney's Office). These departments provide services to all City departments, similar to the other Internal Service Funds. In order to fully capture the costs for the newly implemented program budget, the cost of these services were incorporated into an Internal Service Fund and then spread to the various City departments.

The Reprographics Fund provides in-house printing, photo copiers and metered postage. The cost of labor, printing and supplies are tabulated and charged to user departments. The funds derived from such charges are used to maintain operations of the fund.

Our Workers Compensation Fund is also a self-insurance fund. We have far lower Workers Comp claims than in the average city.

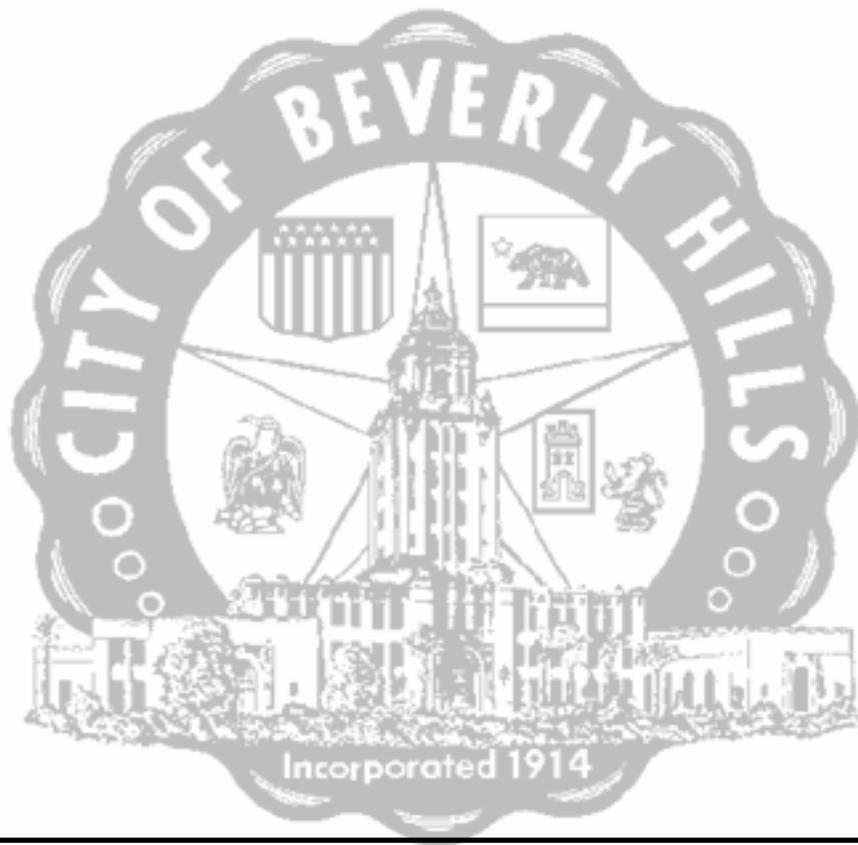
The Cable Television Fund accounts for production services for the weekly City Council Formal Meetings and Study Sessions, video production support services for City departments and administration of the City's three cable television channels (Channel 35, 10 and 3).

SUMMARY OF INTERNAL SERVICE FUND BUDGETED REVENUES AND EXPENDITURES

	Capital Assets Fund	Information Technology Fund	Reprographics	Cable TV	Policy, Admin & Legal	Self- Insurance Funds
Revenues:						
Fund Charges	27,608,115	7,980,390	2,008,058	814,139	22,948,656	8,383,060
Use of Money or Property	1,162,500	-	-	430,000	-	-
Miscellaneous	45,749	-	-	-	15,906	-
IT Loan Repayment	-	-	-	-	-	-
Other Resources	1,439,790	-	-	-	-	-
Other Resources	-	-	-	-	-	-
Total Revenues	30,256,154	7,980,390	2,008,058	1,244,139	22,964,562	8,383,060
Operating Expenses:						
Personnel services	3,229,571	1,619,601	671,939	573,734	10,125,313	215,182
Materials and supplies	1,380,302	68,340	125,111	55,585	279,510	2,600
Contractual services	3,150,188	1,628,412	761,827	157,910	5,488,016	4,817,485
Internal services	3,672,091	792,771	422,009	412,708	6,385,761	243,796
Claims	-	-	-	-	-	3,795,000
Depreciation	5,792,942	3,039,795	2,091	25,389	-	-
Loan repayment	-	373,250	-	-	-	-
Debt Service Interest	6,384,132	-	-	-	-	-
Other Miscellaneous	283,024	-	-	-	563,000	-
Operating Expenses	23,892,250	7,522,169	1,982,977	1,225,326	22,841,600	9,074,063
Net from operations	6,363,904	458,221	25,081	18,813	122,962	(691,003)
Plus Beginning Cash	9,068,465	7,719,275	766,768	2,918,473	(319,478)	14,641,628
Plus Bond or Other Financing	21,000,000	-	-	-	-	-
Plus Loan Principal Repay	1,061,154	-	-	-	-	-
Plus Depreciation	5,792,942	3,039,795	2,091	25,389	-	-
Cash Available	43,286,465	11,217,291	793,940	2,962,675	(196,516)	13,950,625
Capital Outlay & Projects	30,440,000	9,675,000	-	250,000	-	200,000
Debt Service Principal	5,168,549	1,061,154	-	-	-	-
Transfer Out	-	-	-	-	-	-
Ending Cash	7,677,916	481,137	793,940	2,712,675	(196,516)	13,750,625



City of Beverly Hills



General Fund Adopted Budget



THE GENERAL FUND

ECONOMIC CONDITION AND OUTLOOK

The City Council adopted a conservative budget for Fiscal Year 2005/2006 that recognized negative impacts on revenues and its own ongoing requirement for adequate financial reserves. The budget anticipated a slight increase in the national economy and the stock markets, the impact of 9/11 on both tourism and business travel nationally and locally, and the impact of the State of California budget deficit and the resulting significant reductions in subventions and other local government reimbursements.

Once again California cities and counties feel the impact of the State of California's inability to balance its budget. The very same entities that have over the past three decades been forced through legislative action to do more with less and become more entrepreneurial just to continue offering the same level of service to their citizens, now must bail out a State government that has failed time and again to take any responsible action whatsoever. The State's failure to reach consensus on how to deal with the economic realities of the new millennium left cities and counties waiting for the other shoe to drop as California legislatures failed to come to grips with the enormity of their problem and the economic future of the State.

The approved General Fund budget for Fiscal Year 2006/2007 includes the following assumptions:

- An increase in capital contributions of \$2 million to a total of \$10 million in Fiscal Year 2006/2007 remaining at \$10 million next and thereafter.
- Increases to operating budgets due to PERS contributions.
- Increases to operating budgets due to health benefit and workers' compensation premiums.
- A provision for salary increases.
- Increases to some service and program areas do to increased demand and a willingness to pay full fees for the services provided by residents and guests.

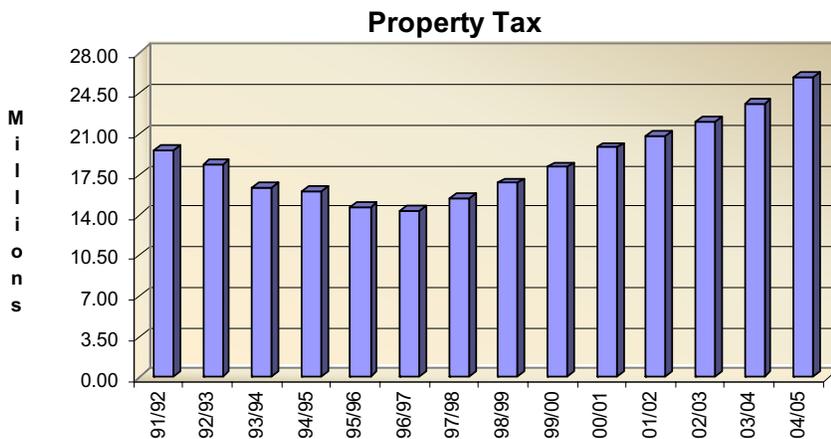
Beverly Hills is stronger financially than at any time in our past. We are better prepared to weather future economic downturns and continue to provide the levels of service required to maintain our world-class reputation. We have learned to be more entrepreneurial and less dependent on tax revenues, and we have built substantial reserves that allow us to expand our economic horizons when opportunities present themselves.

REVENUES

The four major sources of General Fund revenue include Property Tax, Sales Tax, Business Tax and Transient Occupancy Tax (TOT).

There is a common misconception that property tax pays for a majority of residential services. In fact, the property tax in a post-proposition 13 world does not even pay for the City's Police Department services – let alone Fire, Ambulance, Streets, Parks, Library, Recreation or other direct services. Property tax is an important revenue source, but provides only 19.98% of General Fund revenues.

The General Fund

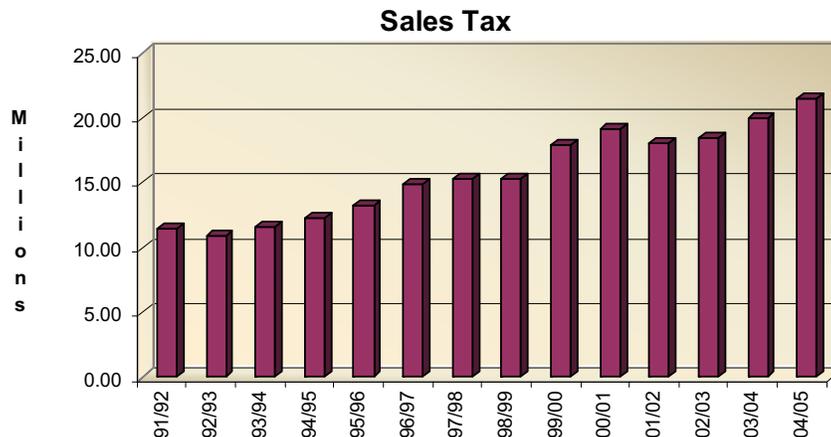


The graph to the left illustrates how property tax revenues respond to economic conditions. In Fiscal Year 1991/92 the State and nation entered into a period of economic downturn. But as the chart illustrates, property taxes did not respond to this economic trend as rapidly as other tax based revenues. The downturn, which began in Fiscal Year 1992/93 and continued through Fiscal Year 1996/97, was the

result of three factors; 1) the general economic conditions, 2) State takeaways of property tax revenues, and 3) the reductions of California's real estate values and reassessment of property valuations by the Los Angeles County Assessor. Projections for Fiscal Year 2005/06 place property tax revenues at \$27.97 million and \$29.3 million for Fiscal Year 2006/07.

Because property tax revenues can take as long as two years to respond to changes in economic conditions, they help the City adjust to economic downturns by lessening the immediacy of revenue loss.

Sales tax revenue responds much faster to changing economic conditions than does property tax. As the accompanying chart shows, sales tax revenue responded almost immediately to the economic downturn of the early 1990's and the terrorist events of September 2001. From Fiscal Year 1990/91 through Fiscal Year 1992/93 sales tax revenue



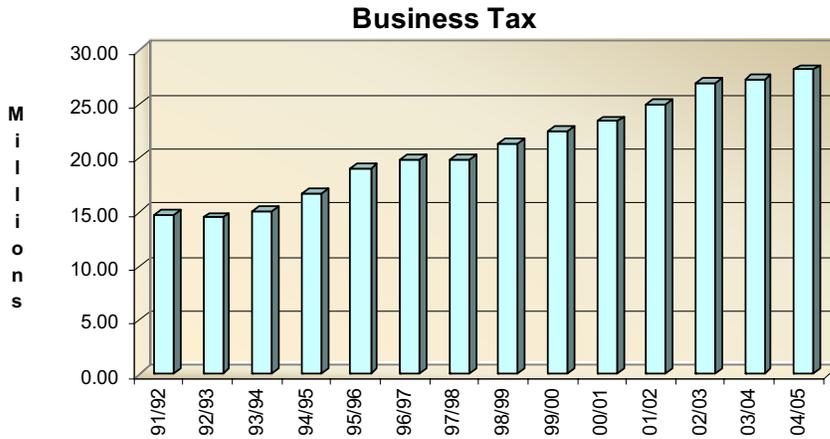
declined at the rate of about 6.3% in each of the years. In Fiscal Year 1993/94 sales tax revenues began responding to local economic improvements and continued that growth until September of 2001. We began seeing a rebound from that event in Fiscal Year 2002/03.

Sales tax revenues are projected to reach \$23.7 million for Fiscal Year 2005/06 and \$24.6 million (3.8% increase) for budget year 2006/07.

Business tax is paid by all local businesses. The tax rate varies depending on the type of business. Most Beverly Hills businesses pay Business Tax based on their gross receipts, which is a measure of the amount of business they do in the City. (Corporate offices, professionals and some service businesses pay the tax based on their number of employees.) Business tax, being based on all business activity in

The General Fund

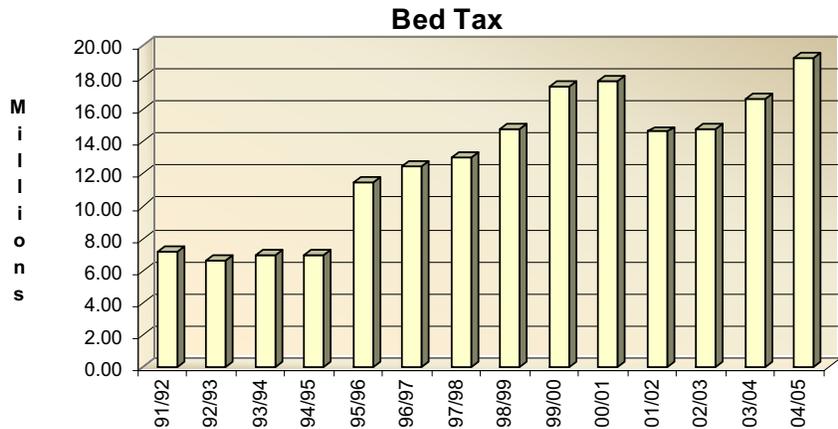
the City rather than just retail sales, is much broader based than sales taxes and as such may be a better indicator of overall economic activity in the City.



As the chart illustrates, business taxes have been a barometer of the economic climate in Beverly Hills, responding rapidly to the changing economic climate. Recognizing that significant portions of business tax revenues are based on gross receipts, we can see how downward trends in the economy impact City revenues. Vacant office and retail space - which reflect revenue from real

estate rentals - and a reduction in retail sales negatively impacted business tax revenues. In Fiscal Year 1993/94, the City began to experience an upward swing in the economy as commercial vacancies were reduced and new businesses entered the City. Some portion of the improvement since Fiscal Year 1992/93 reflects a more aggressive tax audit program by the City. Business tax revenue is estimated at \$32.3 million for Fiscal Year 2006/07, a 4.9% increase over the Fiscal Year 2005/06 revenue projection.

In the accompanying transient occupancy tax (bed tax) chart the variations beginning in Fiscal Year 1992/93 are due to hotel closures and tax rate changes. Two world class hotels, The Beverly Hills Hotel and the L'Ermitage were closed for refurbishment in Fiscal Year 1992/93. The Beverly Hills Hotel had its reopening in June of Fiscal Year 1994/95. The L'Ermitage had its grand opening in June, 1998. In



Fiscal Year 1991/92, the City raised the transient occupancy tax rate from 11% to 12% to improve revenues and remain consistent with surrounding communities. In February 1994, the City Council, at the urging of the Chamber of Commerce and the City's hotel operators, voted to increase the transient occupancy tax rate from 12% to 14% to fund local advertising/promotion campaigns. From that point until the terrorist activities of September 2001, transient occupancy taxes experienced steady growth. From \$17.8 million in revenues in Fiscal Year 2000/01 transient occupancy taxes fell about 18% to \$14.6 million in Fiscal Year 2001/02 and rebounded only slightly to \$14.8 million in Fiscal Year 2002/03. Revenue expectations for FY 2005/06 are projected to fully recover to post 9/11 levels and continue the strong growth the City's 5 star hotels can accommodate at about \$21.3 million. For Fiscal Year 2006/07 we are being extremely conservative and projecting revenues to increase 3.7% to \$22.1 million.

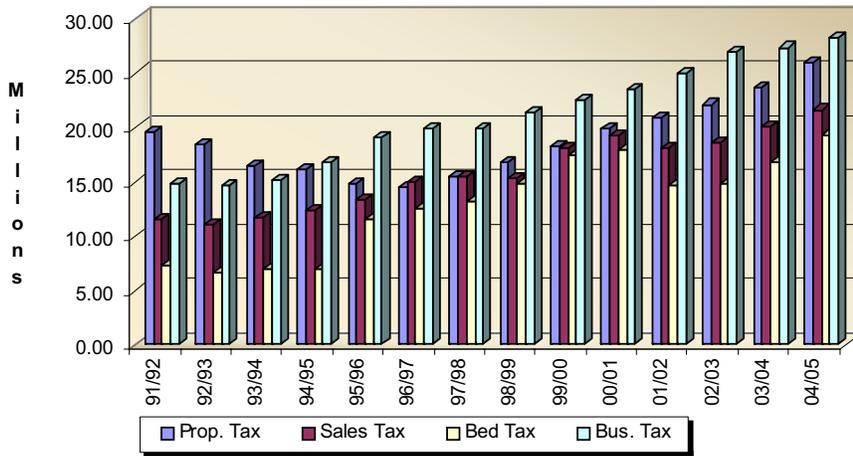
By reviewing the charts one can see the effect of the economy on the City's revenues and how that impacts our ability to provide services. When necessary, the City acted promptly in reducing costs to

The General Fund

match reductions in activity. Concurrently, the City moved, in concert with the Chamber of Commerce and the business community, to promote and enhance the City's economic climate.

Total Tax Revenues

Shown Individually



In this chart, we see that business and sales taxes responded almost immediately to the downturn of the economy. The slower response of property taxes provided some time for the City to respond to economic conditions in an educated and reasoned manner. As the graph shows, the City was able to control the process and avoid costly service cuts that could have further worsened the situation.

The charts further illustrate that when property taxes caught up with the economic cycle and started falling, the City had, through actions described earlier, made improvements that increased business, transient occupancy and sales taxes.

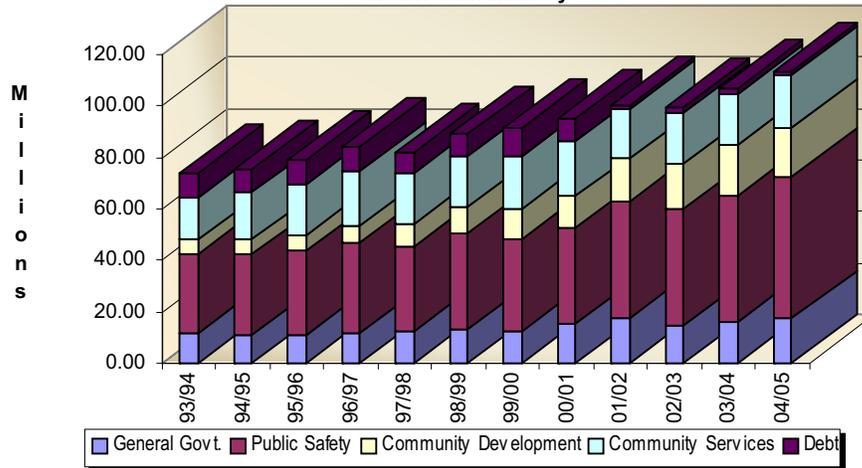
EXPENDITURES

The combined efforts of business and government to stabilize tax revenues in recent years were just one part of the story. In addition, the City implemented cost reduction measures to control operating expenses. To the greatest extent possible, the service levels have been maintained and even enhanced in certain areas.

This chart examines the City's expenditures over the past several years and illustrates how the cost control measures implemented were able to keep expenses within available resources.

Governmental Operating Expenses

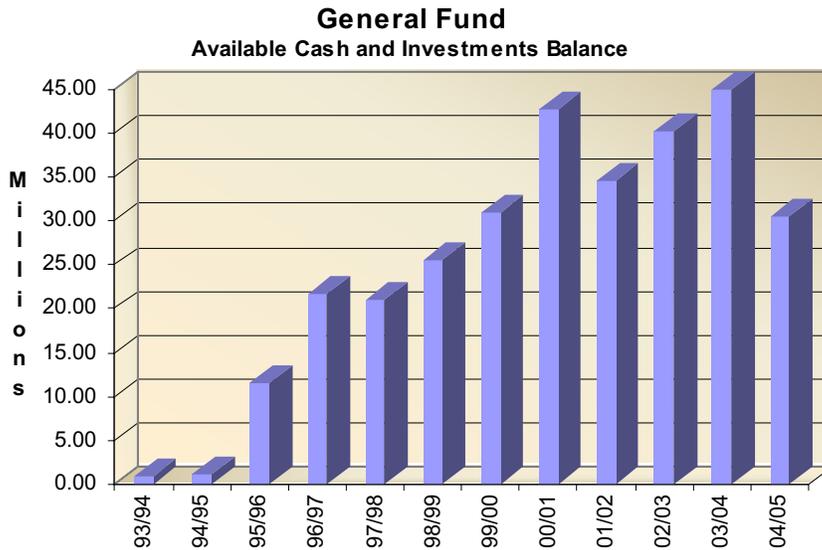
Shown Cumulatively



NOTE: A point of clarification for readers of this letter. The foregoing revenue graphs do not represent total City revenues for the periods evaluated. As noted, they represent only the City's four largest General Fund tax revenue sources. The graph representing expenditures is for the categories shown for the City's General Fund, Special Revenue Funds and Debt Service Funds. These graphs are intended to show the trends that developed over the economic period discussed. They are not intended to show available resources or compare them to uses.

The General Fund

AVAILABLE CASH BALANCE



Perhaps the best measure of the City's effectiveness in weathering the recent economic downturn and building sustained growth for the future is its ability to build fund reserves. As a rule of thumb, a city should maintain sufficient cash reserves to weather the worst potential emergency scenarios. The goal for cities is to attempt to keep a reserve equal to one-quarter to one-half of an annual General Fund expenditure budget. In the accompanying chart the change in the City's General Fund cash

position is presented. As this chart demonstrates, the actions taken by the City have effectively improved revenues, controlled expenditures and allowed us to increase our reserves for future needs. From this base, the City has confidently moved into the 21st century.

The reduction in cash and investment balances in Fiscal Year 2001/02 is the result of a loan the General Fund made to the Parking Enterprise fund for the development of the Beverly/Canon parking and retail complex. The loan, in the amount of about \$21 million, will be repaid from the proceeds of the parking and retail space rental revenues at market rates over the next 20 years. In addition, the General Fund also benefits from the increased sales, business and property taxes from the business activity of the project. The reduction in Fiscal Year 2004/2005 was the result of paying \$14.5 million dollars of unfunded PER's liability.

THE FISCAL YEAR 2006/2007 BUDGET

Shown on the next two pages (Pages 6 and 7) is the Adopted budget for the General Fund for Fiscal Year 2006/07. Included within this presentation are the actual results of operation for Fiscal Years 2002/03 through 2004/05, the original budget for Fiscal Year 2005/06, staff's estimate of actual operations for Fiscal Year 2005/06 and the difference between the original budget and staff's estimates. Also shown are estimates of the next four budget years subsequent to Fiscal Year 2006/07.

Pages 8 and 9 show graphically the components of the General Fund's revenues and expenditures as Adopted for the Fiscal Year 2006/07 budget.

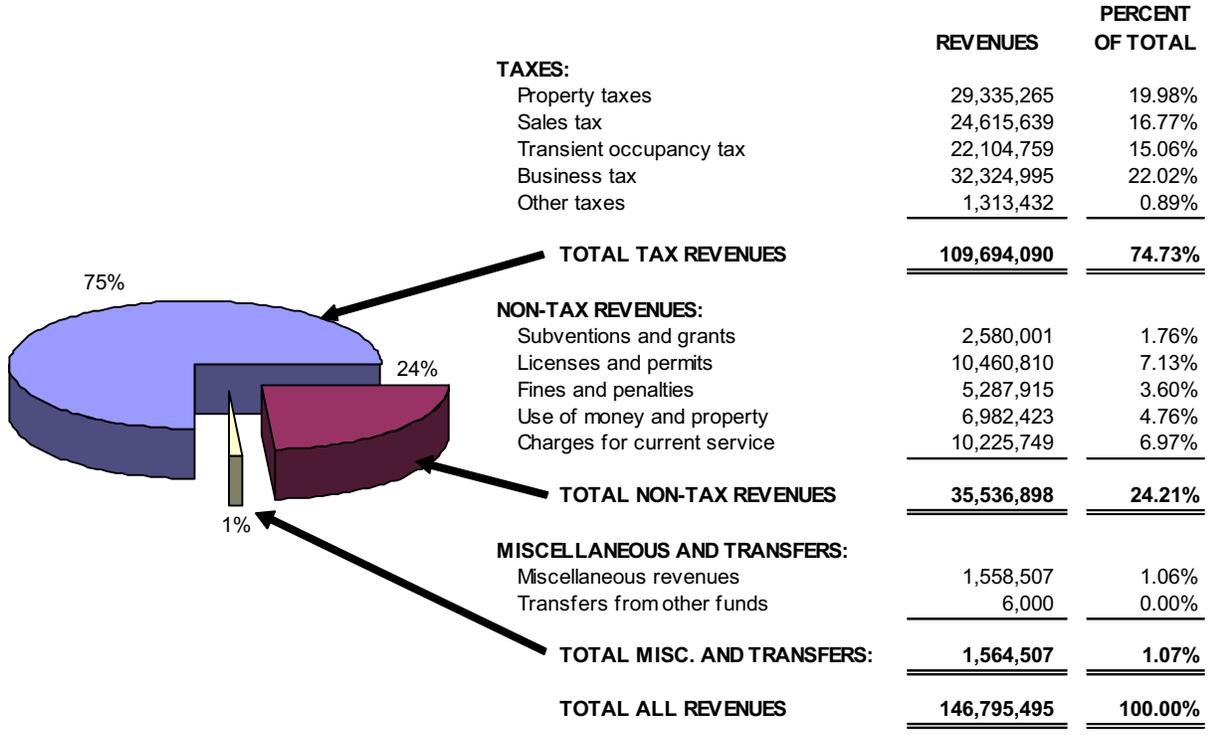
The General Fund
CITY OF BEVERLY HILLS
BUDGET SHOWN BY DEPARTMENT EXPENSE

	HISTORICAL			AMENDED	PROJECTED	BETTER	ADOPTED
	2002/2003	2003/2004	2004/2005	2005/2006	2005/2006	(WORSE)	2006/2007
OPERATING REVENUES							
TAXES							
Property taxes	22,055,172	23,687,873	25,883,525	25,798,772	27,971,868	2,173,096	29,335,265
Sales tax	18,496,094	19,945,850	21,560,680	21,507,004	23,668,884	2,161,880	24,615,639
Transient occupancy tax	14,799,776	16,683,673	19,263,710	18,533,735	21,254,576	2,720,841	22,104,759
Business tax	26,925,080	27,303,220	28,188,103	28,851,140	30,898,832	2,047,692	32,324,995
Other taxes	689,003	1,099,237	1,264,169	1,103,667	1,313,433	209,766	1,313,432
Subventions and grants	3,059,631	2,551,561	1,278,139	1,130,058	1,580,001	449,943	2,580,001
Licenses and permits	6,364,895	8,131,835	8,010,556	10,108,890	9,922,787	(186,103)	10,460,810
Fines and penalties	4,731,482	4,508,502	4,962,465	5,639,741	5,852,633	212,892	5,287,915
Use of money and property	7,036,456	4,125,966	5,068,756	6,699,750	6,809,750	110,000	6,982,423
Charges for current service	8,739,672	11,561,558	12,006,613	7,652,198	7,264,470	(387,728)	10,225,749
Miscellaneous revenues	2,686,069	2,603,609	1,051,944	1,564,598	1,429,335	(135,263)	1,558,507
TOTAL OPERATING REVENUES	115,583,328	122,202,883	128,538,660	128,589,553	137,966,568	9,377,015	146,789,495
OPERATING TRANSFERS IN							
Transfers from other funds	6,000	320,139	659,450	6,000	6,000	-	6,000
Carry over for encumbrances	1,029,677	981,013	552,998	1,026,325	1,026,325	0	-
TOTAL REVENUES	116,619,005	123,504,035	129,751,108	129,621,878	138,998,893	9,377,015	146,795,495
OPERATING EXPENDITURES							
Policy and Management	4,182,716	4,612,469	4,484,527	615,606	589,840	25,766	-
Legal Services (RWG)	2,099,257	2,064,953	2,652,325	-	-	-	-
City Clerk	778,617	778,018	1,073,017	1,121,346	1,189,834	(68,488)	1,315,227
Administrative Services	6,013,507	6,057,451	6,308,900	5,728,727	5,451,527	277,200	764,625
Non-Department Expenses	1,679,916	2,689,909	2,773,543	6,548,000	6,548,000	-	5,067,584
Police Department	30,108,879	32,317,786	36,373,267	42,232,712	42,013,425	219,287	44,697,117
Fire Department	15,373,684	16,639,637	18,874,848	21,985,346	22,673,581	(688,234)	26,760,657
Community Development	6,402,647	6,684,178	6,800,790	9,147,101	9,117,447	29,654	9,400,455
Public Works, Engineering and Transport	11,173,643	12,866,081	11,806,270	10,415,680	10,412,984	2,696	11,556,472
Community Services	19,711,692	20,174,742	20,525,515	25,269,910	25,241,971	27,939	29,211,780
DEPARTMENTAL EXPENDITURES	97,524,559	104,885,224	111,673,000	123,064,428	123,238,609	(174,181)	128,773,917
BUDGET ADJUSTMENT inc/(dec)	-	-	-	(2,144,517)	-	(2,144,517)	-
OPERATING EXPENDITURES	97,524,559	104,885,224	111,673,000	120,919,911	123,238,609	(2,318,698)	128,773,917
CONTRIBUTIONS AND OPERATING TRANSFERS							
Schools & Non-profits	8,327,128	7,605,940	7,146,319	9,024,581	9,024,581	-	9,309,392
Tourism Promotions	1,672,651	1,894,546	2,516,816	2,809,366	2,809,366	-	2,897,095
Debt Service Payments	1,789,719	1,809,972	1,789,912	1,707,691	1,707,691	-	1,707,691
Transfers Out - Capital	-	-	-	2,000,000	2,000,000	-	4,000,000
TOTAL EXPENDITURES	109,314,057	116,195,681	123,126,046	136,461,549	138,780,247	(2,318,698)	146,688,095
NET INCOME (REV-EXP)	7,304,948	7,308,354	6,625,062	(6,839,671)	218,646	7,058,317	107,400
PLUS - BEGINNING CASH	34,599,039	40,228,200	44,960,621	30,439,111	30,439,111	-	30,657,757
PLUS - BALANCE SHEET ADJUSTMENTS	(694,774)	(2,022,935)	(20,123,247)	-	-	-	-
LESS - TRANSFERS TO CIP	-	-	-	-	-	-	-
LESS - RESERVE FOR ENCUMBRANCES	981,013	552,998	1,023,325	-	-	-	-
AVAILABLE CASH	40,228,200	44,960,621	30,439,111	23,599,440	30,657,757	7,058,317	30,765,157

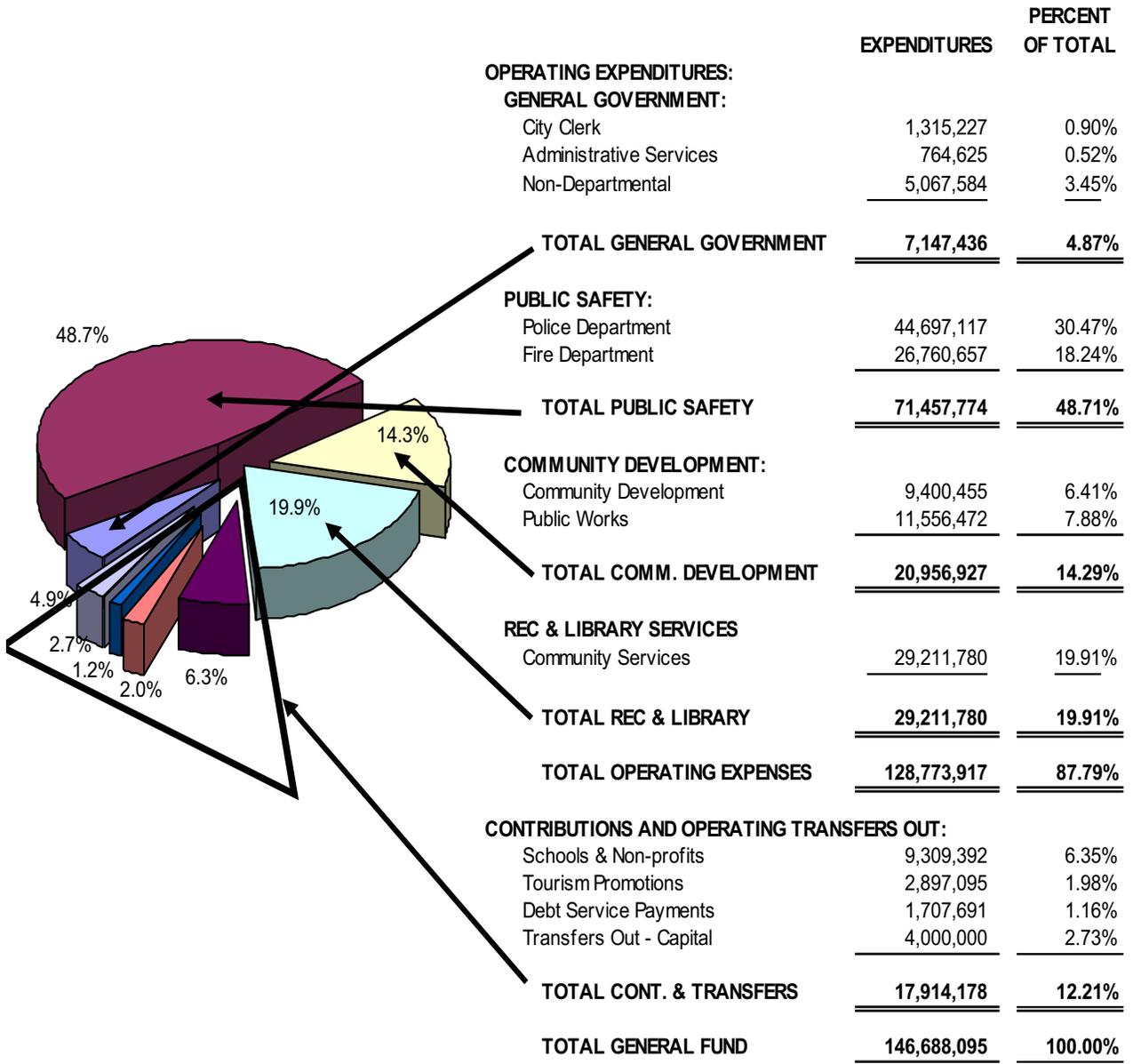
The General Fund
CITY OF BEVERLY HILLS
BUDGET SHOWN BY DEPARTMENT EXPENSE

	ADOPTED	PROJECTED				FIVE YEAR
	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	TOTAL
OPERATING REVENUES						
TAXES						
Property taxes	29,335,265	30,215,323	30,819,629	31,944,218	32,902,545	155,216,980
Sales tax	24,615,639	26,100,265	27,144,275	28,330,046	29,463,248	135,653,473
Transient occupancy tax	22,104,759	22,546,854	23,448,728	25,386,677	26,402,145	119,889,164
Business tax	32,324,995	33,617,995	34,962,715	36,511,223	37,971,672	175,388,600
Other taxes	1,313,432	1,313,432	1,313,432	1,313,432	1,313,432	6,567,160
Subventions and grants	2,580,001	2,580,001	2,580,001	2,580,001	2,580,001	12,900,005
Licenses and permits	10,460,810	9,260,810	9,631,242	10,016,492	10,417,152	49,786,506
Fines and penalties	5,287,915	5,287,915	5,499,432	5,719,409	5,948,185	27,742,856
Use of money and property	6,982,423	6,982,423	6,982,423	6,982,423	6,982,423	34,912,115
Charges for current service	10,225,749	10,430,264	10,743,172	11,065,467	11,397,431	53,862,083
Miscellaneous revenues	1,558,507	1,558,507	1,605,262	1,653,420	1,703,023	8,078,719
TOTAL OPERATING REVENUES	146,789,495	149,893,788	154,730,312	161,502,809	167,081,256	779,997,661
OPERATING TRANSFERS IN						
Transfers from other funds	6,000	6,000	6,000	6,000	6,000	30,000
Carry over for encumbrances	-	-	-	-	-	-
TOTAL REVENUES	146,795,495	149,899,788	154,736,312	161,508,809	167,087,256	780,027,661
OPERATING EXPENDITURES						
Policy and Management	-	-	-	-	-	-
Legal Services (RWG)	-	-	-	-	-	-
City Clerk	1,315,227	1,316,532	1,356,027	1,396,708	1,438,610	6,823,104
Administrative Services	764,625	779,918	803,315	827,414	852,237	4,027,509
Non-Department Expenses	5,067,584	5,118,260	5,271,808	5,429,962	5,592,861	26,480,474
Police Department	44,697,117	46,576,784	47,974,087	49,413,310	50,895,709	239,557,007
Fire Department	26,760,657	27,339,838	28,160,034	29,004,835	29,874,980	141,140,343
Community Development	9,400,455	9,470,964	9,755,093	10,047,746	10,349,178	49,023,436
Public Works, Engineering and Transport	11,556,472	11,761,601	12,114,449	12,477,883	12,852,219	60,762,625
Community Services	29,211,780	29,448,150	30,331,594	31,241,542	32,178,788	152,411,854
DEPARTMENTAL EXPENDITURES	128,773,917	131,812,046	135,766,408	139,839,400	144,034,582	680,226,353
BUDGET ADJUSTMENT inc/(dec)	-	-	-	-	-	-
OPERATING EXPENDITURES	128,773,917	131,812,046	135,766,408	139,839,400	144,034,582	680,226,353
CONTRIBUTIONS AND OPERATING TRANSFERS						
Schools & Non-profits	9,309,392	9,588,674	9,876,334	10,172,624	10,477,803	49,424,826
Tourism Promotions	2,897,095	2,955,037	3,073,238	3,196,168	3,324,015	15,445,553
Debt Service Payments	1,707,691	1,707,691	1,707,691	1,707,691	1,707,691	8,538,455
Transfers Out - Capital	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	20,000,000
TOTAL EXPENDITURES	146,688,095	150,063,448	154,423,671	158,915,883	163,544,090	773,635,187
NET INCOME (REV-EXP)	107,400	(163,659)	312,641	2,592,926	3,543,166	6,392,474
PLUS - BEGINNING CASH	30,657,757	30,765,157	30,601,498	30,914,138	33,507,065	30,657,757
PLUS - BALANCE SHEET ADJUSTMENTS	-	-	-	-	-	-
LESS - TRANSFERS TO CIP	-	-	-	-	-	-
LESS - RESERVE FOR ENCUMBRANCES	-	-	-	-	-	-
AVAILABLE CASH	30,765,157	30,601,498	30,914,138	33,507,065	37,050,231	37,050,231

The General Fund
CITY OF BEVERLY HILLS
COMPONENTS OF REVENUE
Adopted Budget – Fiscal Year 2006/2007



The General Fund
CITY OF BEVERLY HILLS
COMPONENTS OF GENERAL FUND EXPENDITURES
 Adopted Budget – Fiscal Year 2006/2007



The General Fund

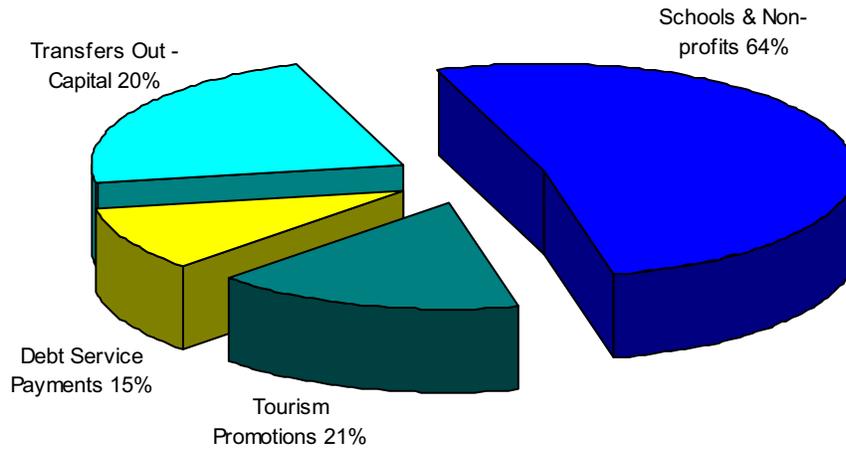
CITY OF BEVERLY HILLS
BUDGET SHOWN BY EXPENSE TYPE
Adopted Budget – Fiscal Year 2006/2007

	HISTORICAL			BUDGET	ADOPTED
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
OPERATING REVENUES					
TAXES					
Property taxes	22,055,172	23,687,873	25,883,525	25,798,772	29,335,265
Sales tax	18,496,094	19,945,850	21,560,680	21,507,004	24,615,639
Transient occupancy tax	14,799,776	16,683,673	19,263,710	18,533,735	22,104,759
Business tax	26,925,080	27,303,220	28,188,103	28,851,140	32,324,995
Other taxes	689,003	1,099,237	1,264,169	1,103,667	1,313,432
Subventions and grants	3,059,631	2,551,561	1,278,139	1,130,058	2,580,001
Licenses and permits	6,364,895	8,131,835	8,010,556	10,108,890	10,460,810
Fines and penalties	4,731,482	4,508,502	4,962,465	5,639,741	5,287,915
Use of money and property	7,036,456	4,125,966	5,068,756	6,699,750	6,982,423
Charges for current service	8,739,672	11,561,558	12,006,613	7,652,198	10,225,749
Miscellaneous revenues	2,686,069	2,603,609	1,051,944	1,564,598	1,558,507
TOTAL OPERATING REVENUES	115,583,328	122,202,883	128,538,660	128,589,553	146,789,495
OPERATING TRANSFERS IN					
Transfers from other funds	6,000	320,139	659,450	6,000	6,000
Carry over for encumbrances	1,029,677	981,013	552,998	1,026,325	-
TOTAL REVENUES	116,619,005	123,504,035	129,751,108	129,621,878	146,795,495
OPERATING EXPENDITURES					
Salaries and Benefits	61,473,637	66,248,038	70,982,527	64,810,035	73,906,441
Materials and Supplies	2,376,918	2,252,625	2,068,254	2,488,808	2,461,658
Contractual Services	18,971,444	18,663,400	19,970,236	18,684,224	20,426,423
Capital Outlay	118,084	236,798	230,571	251,469	170,850
Internal Services Fund Charges	21,829,403	24,229,715	25,303,647	35,919,279	40,774,225
Miscellaneous Expenses	319,954	553,819	500,004	132,128	490,435
Heat, Light, Water & Power	2,434,899	2,201,315	2,280,896	2,743,706	2,750,372
Debt Service	1,789,719	1,809,972	1,789,912	1,707,691	1,707,691
Transfers Out	-	-	-	2,000,000	4,000,000
TOTAL EXPENDITURES	109,314,057	116,195,681	123,126,046	128,737,340	146,688,095
NET INCOME (REV-EXP)	7,304,948	7,308,354	6,625,062	884,538	107,400

City of Beverly Hills

COMPONENTS OF CONTRIBUTIONS AND DEBT SERVICE

This section illustrates each of the components that comprise the City's Contributions and Transfers Out. Included is a chart detailing the City's contributions to the Beverly Hills Unified School District and local charitable organizations over the last 5 years. In addition, a comprehensive 5 year debt schedule for General Fund debt service payments is provided.



City of Beverly Hills

COMMUNITY ASSISTANCE FUNDING

Expenditure	HISTORICAL			BUDGET	ADOPTED
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
Education:					
School District	6,600,000	6,600,000	6,600,000	7,900,000	8,195,303
Crossing Guards	157,196	130,000	130,000	146,221	151,339
Education Foundation	1,447	5,000	5,000	5,000	10,000
Total Education:	<u>6,758,643</u>	<u>6,735,000</u>	<u>6,735,000</u>	<u>8,051,221</u>	<u>8,356,642</u>
Economic Development					
Visitors Bureau	795,000	-	-	-	-
Economic Development	50,000	350,000	330,000	330,000	339,000
Retail Council	50,000	50,000	50,000	50,000	50,000
Holiday Programs	100,000	100,000	100,000	100,000	100,000
Total Economic Development:	<u>995,000</u>	<u>500,000</u>	<u>480,000</u>	<u>480,000</u>	<u>489,000</u>
Community Social Services:					
Allied Legal Services	-	20,000	20,000	-	-
All Saints Homeless Ministry	-	1,200	1,200	1,200	6,200
Beverly Hills Active Adults	8,000	8,000	8,000	8,000	8,000
Community Sports Center	100,000	-	-	-	-
Good Shepherd Center	-	-	-	-	1,000
LA Free Clinic	35,000	40,000	40,000	40,000	40,000
Legal Aid of LA	-	-	-	-	5,000
Maple Counseling Center	150,000	165,000	165,000	165,000	165,000
Meals on Wheels	2,000	2,000	2,000	-	-
Mount Calvary Lutheran	4,235	-	-	-	-
NAACP Act So	-	-	5,000	-	5,000
New Directions	-	-	-	-	5,000
P.A.T.H.	35,000	40,000	40,000	40,000	44,500
Westside Food Bank	60,000	60,000	60,000	60,000	66,500
Replacing CDBG Community					
Alternative Living for the Aging	23,600	12,000	12,000	12,000	12,360
Jewish Family Service	-	-	-	45,000	46,360
Maple Counseling Center	28,000	28,000	28,000	28,000	28,000
Total Comm. Social Services:	<u>445,835</u>	<u>376,200</u>	<u>381,200</u>	<u>399,200</u>	<u>432,920</u>
Arts and Culture:					
Beverly Hills Community Theatre	-	4,000	4,000	4,000	5,000
Beverly Hills Symphony	25,000	25,000	25,000	25,000	1,000
Beverly Hills Theater Guild	17,500	17,500	17,500	12,000	1,000
Theatre 40	-	-	-	-	1,000
Total Arts and Culture:	<u>42,500</u>	<u>46,500</u>	<u>46,500</u>	<u>41,000</u>	<u>8,000</u>
Total Community Assistance	<u>8,241,978</u>	<u>7,657,700</u>	<u>7,642,700</u>	<u>8,971,421</u>	<u>9,286,562</u>

City of Beverly Hills

TOURISM PROMOTION

	HISTORICAL			BUDGET	ADOPTED
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
Current Revenue					
2% TOT Revenue	\$ 2,114,254	\$ 2,383,382	\$ 2,751,959	\$ 2,447,676	\$ 2,957,823
Community Support					
Holiday Decorations	<u>165,000</u>	<u>165,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
Total Available	<u>\$ 2,279,254</u>	<u>\$ 2,548,382</u>	<u>\$ 2,851,959</u>	<u>\$ 2,547,676</u>	<u>\$ 3,057,823</u>
Current Expenditures					
Promotion/Advertising	\$ 35,097	\$ -	\$ 15,456	\$ -	\$ -
Beverly Hills Marketing Committee	-	330,000	563,330	-	-
CVB	737,162	714,333	127,347	1,802,363	2,897,095
Holiday Decorations	307,381	252,056	323,640	350,000	100,000
Community Ice Rink	139,420	124,891	-	-	-
Other Holiday Elements	100,000	-	215,300	166,600	-
Visitors Bureau	-	-	750,000	-	-
Economic Development	300,000	300,000	-	-	-
Walk of Style	-	89,090	140,515	379,106	-
Arts and Edibles	15,264	-	-	-	-
Art & Culture	79,800	-	58,000	-	-
Total Expenditures	<u>\$ 1,714,125</u>	<u>\$ 1,810,369</u>	<u>\$ 2,193,588</u>	<u>\$ 2,698,069</u>	<u>\$ 2,997,095</u>



City of Beverly Hills



Capital Project Fund Adopted Budget



Capital Projects Funding

The City, like all entities, must provide for the maintenance and preservation of its physical assets. This task is complicated by the fact that the City is many different entities serving the needs of different service users. The City is a government, a utility provider, and a specialized service provider.

Consequently, the City has several different types of capital projects funds or funding sources. Capital projects related to enterprise or internal service funds are accounted for within the specific fund they benefit. (See the section titled “Enterprise Funds” for information related to specific Enterprise Fund capital projects.) Capital projects benefiting general governmental activities are accounted for within Capital Projects Funds, discussed within this section, or Special Revenue Funds, discussed in the next section.

INFRASTRUCTURE FUND

One of the most difficult tasks in managing the financial resources of the City is balancing the use of current assets against the need to build projects that will last far into the future. In other words, is it fair to ask citizens to give up a service today to pay for a project that will be used by others far into the future? Conversely, is it fair to mortgage future generations to pay for current services?

To address these questions, the City separates current operating expenses for governmental operations from long-term capital needs by using separate funds. For current operations, the City uses the General Fund, shown in the prior section, and a Capital Projects Fund, discussed and presented in this section. While the General Fund has specific revenue sources through the receipt of taxes, fees and pass through funds received from state and federal agencies, the Capital Projects Fund is dependent upon contributions from the General Fund and other financing mechanisms.

Each year, through the budget process, the City Council decides how much of current revenues to transfer to the Capital Projects Fund in support of current capital needs. This is a difficult decision, for each dollar transferred in support of capital projects means one less dollar to pay for current services while each decision to put off a capital expenditure can cost hundreds more through further deterioration of infrastructure.

To balance this service versus capital need, the City Council has set the following policy direction for staff’s use when proposing capital projects and their financing sources;

- Current and ongoing maintenance type capital expenditures, such as street and sidewalk repair, should be paid for with current revenues, and
- Capital Projects that will provide long-term use, such as a new building or facility, should be paid for as the benefit of the buildings or facilities use is received.

NOTE: Please refer to the Capital Improvement Projects section of this book for specific project description and details.

Infrastructure Fund

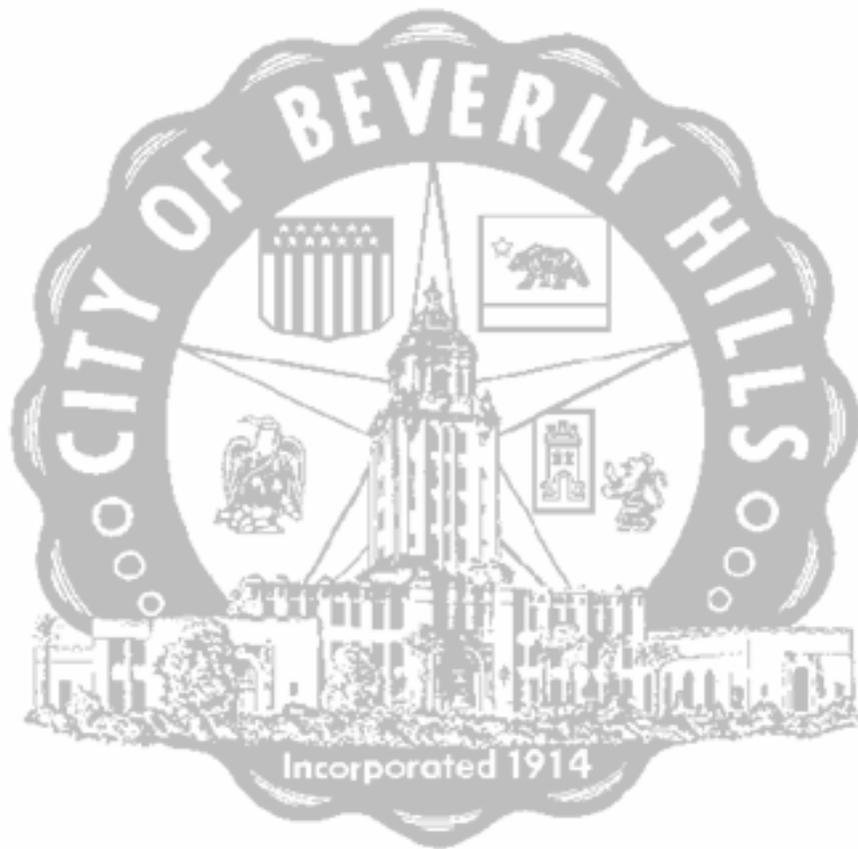
	Current Trends						
						Difference	
	Actual Fiscal Year 02/03	Actual Fiscal Year 03/04	Actual Fiscal Year 04/05	Budgeted Fiscal Year 05/06	Projected Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Adopted Fiscal Year 06/07
Projected Revenues:							
Financing To Be Provided	-	-	-	-	-	-	-
Interest Earned	530,545	168,437	422,583	155,047	786,529	631,482	756,897
Recoverable Expenses	-	-	-	-	-	-	-
Transfers In - Debt Service	1,766,075	1,766,075	1,724,000	1,707,691	1,707,691	-	1,707,691
Transfers in - Capital Contribution	-	-	-	-	-	-	2,000,000
Miscellaneous Revenues	-	8,686,829	3,086,159	-	-	-	-
CAL Trans SM abatement	-	-	-	-	4,300,000	4,300,000	-
Other Santa Monica Contributions	-	-	-	-	-	-	1,353,460
FEMA Grant	-	-	-	-	-	-	-
Net from Operations	<u>2,296,620</u>	<u>10,621,341</u>	<u>5,232,741</u>	<u>1,862,738</u>	<u>6,794,220</u>	<u>4,931,482</u>	<u>5,818,048</u>
Operating Expenses:							
Personnel services	-	-	43,185	-	(903)	903	-
Contractual services	-	-	4,125	-	6,433	(6,433)	-
Depreciation	2,039,809	2,267,526	2,342,406	2,190,400	2,190,400	-	2,190,400
Debt Service Interest/Amortization	1,766,075	1,766,075	1,790,822	1,790,822	1,790,822	-	1,790,822
Miscellaneous	4,350	19,447	-	5,150	-	5,150	-
Operating Expenses	<u>3,810,234</u>	<u>4,053,048</u>	<u>4,180,538</u>	<u>3,986,372</u>	<u>3,986,752</u>	<u>(380)</u>	<u>3,981,222</u>
Net from operations	(1,513,614)	6,568,293	1,052,203	(2,123,634)	2,807,468	4,931,863	1,836,826
Plus Beginning Cash	29,458,061	21,445,906	20,135,533	12,392,278	12,392,278	-	15,137,932
Capital Contribution	<u>2,039,809</u>	<u>2,267,526</u>	<u>2,342,406</u>	<u>2,190,400</u>	<u>2,190,400</u>	-	<u>2,190,400</u>
Cash Available	<u>29,984,256</u>	<u>30,281,725</u>	<u>23,530,141</u>	<u>12,459,044</u>	<u>17,390,146</u>	<u>4,931,863</u>	<u>19,165,157</u>
Capital Projects	4,135,622	11,417,532	10,034,853	11,246,810	2,252,215	8,994,595	11,560,532
Santa Monica Project	-	-	-	-	-	-	1,353,460
Debt Service Principal	-	-	-	-	-	-	-
Transfers Out	452,137	452,137	-	-	-	-	-
Balance Sheet Adj. inc/(dec)	(3,950,591)	1,723,476	(1,103,010)	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>21,445,906</u>	<u>20,135,533</u>	<u>12,392,278</u>	<u>1,212,234</u>	<u>15,137,932</u>	<u>13,925,697</u>	<u>6,251,165</u>
Restricted (Debt Reserve)	3,508,418	3,420,877	3,431,345	3,431,345	3,431,345	-	3,431,345
Restricted for Santa Monica Project	-	-	-	-	4,300,000	4,300,000	4,300,000
Restricted (Capital Projects)	21,445,906	20,135,533	12,392,278	1,212,234	10,837,932	9,625,697	1,951,165
Oper Rsvs & Cap Rplcmnt	-	-	-	-	-	-	-
TOTAL	<u>24,954,324</u>	<u>23,556,410</u>	<u>15,823,623</u>	<u>4,643,579</u>	<u>18,569,276</u>	<u>13,925,697</u>	<u>9,682,510</u>

Infrastructure Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	Total of Years
Projected Revenues:						
Financing To Be Provided	-	-	-	-	-	-
Interest Earned	756,897	312,558	63,530	24,550	77,620	1,235,155
Recoverable Expenses	-	-	-	-	-	-
Transfers In - Debt Service	1,707,691	1,707,691	1,707,691	1,707,691	1,707,691	8,538,455
Transfers in - Capital Contribution	2,000,000	2,000,000	2,000,000	4,000,000	2,000,000	12,000,000
Miscellaneous Revenues	-	-	-	-	-	-
CAL Trans SM abatement	-	-	-	-	-	-
Other Santa Monica Contributions	1,353,460	-	-	-	-	1,353,460
FEMA Grant	-	-	-	-	-	-
	<u>5,818,048</u>	<u>4,020,249</u>	<u>3,771,221</u>	<u>5,732,241</u>	<u>3,785,311</u>	<u>23,127,070</u>
Net from Operations						
	<u>5,818,048</u>	<u>4,020,249</u>	<u>3,771,221</u>	<u>5,732,241</u>	<u>3,785,311</u>	<u>23,127,070</u>
Operating Expenses:						
Personnel services	-	-	-	-	-	-
Contractual services	-	-	-	-	-	-
Depreciation	2,190,400	2,190,400	2,190,400	2,190,400	2,190,400	10,952,000
Debt Service Interest	1,790,822	1,790,822	1,790,822	1,790,822	1,790,822	8,954,110
Miscellaneous	-	-	-	-	-	-
	<u>3,981,222</u>	<u>3,981,222</u>	<u>3,981,222</u>	<u>3,981,222</u>	<u>3,981,222</u>	<u>19,906,110</u>
	<u>3,981,222</u>	<u>3,981,222</u>	<u>3,981,222</u>	<u>3,981,222</u>	<u>3,981,222</u>	<u>19,906,110</u>
Net from operations	1,836,826	39,027	(210,001)	1,751,019	(195,911)	3,220,960
Plus Beginning Cash	15,137,932	6,251,165	1,270,593	490,991	1,552,410	15,137,932
Capital Contribution	2,190,400	2,190,400	2,190,400	2,190,400	2,190,400	10,952,000
	<u>19,165,157</u>	<u>8,480,593</u>	<u>3,250,991</u>	<u>4,432,410</u>	<u>3,546,899</u>	<u>29,310,891</u>
	<u>19,165,157</u>	<u>8,480,593</u>	<u>3,250,991</u>	<u>4,432,410</u>	<u>3,546,899</u>	<u>29,310,891</u>
Cash Available	<u>19,165,157</u>	<u>8,480,593</u>	<u>3,250,991</u>	<u>4,432,410</u>	<u>3,546,899</u>	<u>29,310,891</u>
Capital Projects	11,560,532	2,910,000	2,760,000	2,880,000	2,660,000	22,770,532
Santa Monica Project	1,353,460	4,300,000	-	-	-	5,653,460
Debt Service Principal	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
	<u>6,251,165</u>	<u>1,270,593</u>	<u>490,991</u>	<u>1,552,410</u>	<u>886,899</u>	<u>886,899</u>
	<u>6,251,165</u>	<u>1,270,593</u>	<u>490,991</u>	<u>1,552,410</u>	<u>886,899</u>	<u>886,899</u>
Oper Rsvs & Cap Rplcmnt	<u>6,251,165</u>	<u>1,270,593</u>	<u>490,991</u>	<u>1,552,410</u>	<u>886,899</u>	<u>886,899</u>
	<u>6,251,165</u>	<u>1,270,593</u>	<u>490,991</u>	<u>1,552,410</u>	<u>886,899</u>	<u>886,899</u>
Restricted (Debt Reserve)	3,431,345	3,431,345	3,431,345	3,431,345	3,431,345	3,431,345
Restricted for Santa Monica Project	4,300,000	-	-	-	-	-
Restricted (Capital Projects)	1,951,165	1,270,593	490,991	1,552,410	886,899	886,899
Oper Rsvs & Cap Rplcmnt	-	-	-	-	-	-
	<u>9,682,510</u>	<u>4,701,937</u>	<u>3,922,336</u>	<u>4,983,754</u>	<u>4,318,244</u>	<u>4,318,244</u>
	<u>9,682,510</u>	<u>4,701,937</u>	<u>3,922,336</u>	<u>4,983,754</u>	<u>4,318,244</u>	<u>4,318,244</u>
TOTAL	<u>9,682,510</u>	<u>4,701,937</u>	<u>3,922,336</u>	<u>4,983,754</u>	<u>4,318,244</u>	<u>4,318,244</u>



City of Beverly Hills



Special Revenue Funds Adopted Budget



SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specific purposes.

Streets and Highways State Gas Tax Fund:

This fund accounts for gas tax revenues and their restricted uses as specified by the California Streets and Highways Code. The City has used these funds primarily for street resurfacing.

Parks and Recreation Facilities Fund:

Created by Council action, this fund accounts for construction assessments to be used for acquisition and development of parks and recreational facilities as authorized by the State Quimby Act.

Housing and Community Development Fund

Created by a reimbursable contract between the City and the County of Los Angeles under the provision of the Housing and Community Development Act, this fund accounts for certain expenditures to meet the housing and public service needs of the City's low and moderate income households.

Proposition A Local Transit Assistance Fund

The State electorate approved a one-half cent sales tax to be used for local transit purposes. This fund accounts for the receipt of this tax and its restricted uses. These monies presently are used to provide a "free ride" mini-bus service in the City's central business district, a senior citizen bus shuttle, and bus pass and taxi coupons programs for the elderly.

Proposition C Local Transit Assistance Fund

Similar to Proposition A (see above), this fund is also funded by a voter-approved one-half cent sales tax. Scope of use of funds is wider than Proposition A and includes, in addition to transit services, efforts to reduce traffic congestion, improve air quality, improve the condition of streets and freeways, and reduce foreign oil dependence.

In-Lieu Parking District Fund

Created by action of the City Council, this fund accounts for fees received in-lieu of providing certain parking areas within the district by certain commercial users. Such funds received are to be used exclusively for the purpose of acquiring, developing, operating and maintaining off-street parking facilities to serve the In-Lieu Parking District.

Fine Art Fund

Created by action of the City Council, this fund accounts for payments received in-lieu of providing fine art ornamentation in the construction or reconstruction of commercial structures. The payments received are to be used solely for the acquisition, improvement and maintenance of fine art ornamentation in applicable structures as determined by the Fine Art Commission.

Law Enforcement Grant

As designated by the California State Legislature, the Police Department qualifies for several single-purpose grant programs and is the beneficiary of state and federal grant programs and state and federal seized asset programs. Such funds are used to augment the budget of the Police Department and cannot supplant operational expenditures.

NOTE: Please refer to the Capital Improvement Projects section of this book for specific project description and details.

Streets and Highways State Gas Tax Fund

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year 02/03	Fiscal Year 03/04	Fiscal Year 04/05	Fiscal Year 05/06	Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Fiscal Year 06/07
Capital Projects Funds							
Projected Revenues:							
Intergovernmental	797,647	651,306	658,598	627,000	627,000	-	648,945
Interest Earned	183,109	15,587	50,863	257,309	257,309	-	266,315
Transfers In	-	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-	-
Net from Operations	980,756	666,893	709,461	884,309	884,309	-	915,260
Plus Beginning Cash	4,987,025	3,754,178	2,214,091	853,452	853,452	-	961,134
Total Cash Available	5,967,781	4,421,071	2,923,552	1,737,761	1,737,761	-	1,876,394
Projected Capital Expenditures:							
Capital Outlay & Projects	2,320,413	1,461,339	2,106,049	1,704,040	770,627	933,413	850,000
Transfers Out	305,461	195,608	151,414	6,000	6,000	-	6,000
Total Capital Expenditures	2,625,874	1,656,947	2,257,463	1,710,040	776,627	933,413	856,000
Balance Sheet Adj. inc/(dec)	412,271	(550,032)	187,363	-	-	-	-
Oper Rsvs & Cap Rplcmnt	3,754,178	2,214,091	853,452	27,721	961,134	933,413	1,020,394

Streets and Highways State Gas Tax Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	Total of Years
Capital Projects Funds						
Projected Revenues:						
Intergovernmental	648,945	668,413	688,466	709,120	730,393	3,445,337
Interest Earned	266,315	51,020	46,691	40,649	37,838	442,513
Transfers In	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-
	<u>915,260</u>	<u>719,433</u>	<u>735,157</u>	<u>749,769</u>	<u>768,231</u>	<u>3,887,850</u>
Net from Operations	915,260	719,433	735,157	749,769	768,231	3,887,850
Plus Beginning Cash	<u>961,134</u>	<u>1,020,394</u>	<u>933,827</u>	<u>812,985</u>	<u>756,754</u>	<u>961,134</u>
	<u>1,876,394</u>	<u>1,739,827</u>	<u>1,668,985</u>	<u>1,562,754</u>	<u>1,524,985</u>	<u>4,848,985</u>
Total Cash Available	<u>1,876,394</u>	<u>1,739,827</u>	<u>1,668,985</u>	<u>1,562,754</u>	<u>1,524,985</u>	<u>4,848,985</u>
Projected Capital Expenditures:						
Capital Outlay & Projects	850,000	800,000	850,000	800,000	850,000	4,150,000
Transfers Out	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>	<u>30,000</u>
Total Capital Expenditures	856,000	806,000	856,000	806,000	856,000	4,180,000
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Balance Sheet Adj. inc/(dec)	-	-	-	-	-	-
	<u>1,020,394</u>	<u>933,827</u>	<u>812,985</u>	<u>756,754</u>	<u>668,985</u>	<u>668,985</u>
Oper Rsvs & Cap Rplcmnt	<u>1,020,394</u>	<u>933,827</u>	<u>812,985</u>	<u>756,754</u>	<u>668,985</u>	<u>668,985</u>

Parks and Recreation Facilities Tax Fund

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year 02/03	Fiscal Year 03/04	Fiscal Year 04/05	Fiscal Year 05/06	Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Fiscal Year 06/07
Capital Projects Funds							
Projected Revenues:							
Construction Tax	1,781,598	3,456,102	3,369,205	3,844,629	1,557,545	(2,287,084)	3,979,191
LA County Bond Grant Fund	-	375,004	25,000	-	-	-	-
Interest Earned	299,246	33,333	234,293	281,246	345,794	64,548	291,090
T-Lot Loan Interest Repay	-	-	-	-	-	-	-
Transfers In	20,000	-	-	-	-	-	-
Miscellaneous Revenues	17,500	-	-	-	-	-	-
Operating Revenues	<u>2,118,344</u>	<u>3,864,439</u>	<u>3,628,499</u>	<u>4,125,875</u>	<u>1,903,339</u>	<u>(2,222,536)</u>	<u>4,270,281</u>
Operating Expenses:							
Internal Service fund Charge	-	-	95,018	-	-	-	-
Operating Expenses	<u>-</u>	<u>-</u>	<u>95,018</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net from operations	2,118,344	3,864,439	3,533,481	4,125,875	1,903,339	(2,222,536)	4,270,281
Plus Beginning Cash	8,247,501	7,825,243	9,956,383	12,943,257	12,943,257	-	6,397,453
T-Lot Loan Principal Repay	-	-	-	-	-	-	-
Total Cash Available	<u>10,365,845</u>	<u>11,689,682</u>	<u>13,489,864</u>	<u>17,069,132</u>	<u>14,846,597</u>	<u>(2,222,536)</u>	<u>10,667,734</u>
Projected Capital Expenditures:							
Capital Outlay & Projects	-	341,367	606,265	6,067,917	1,449,143	4,618,774	4,275,000
Loan to Parking Ent - T-lot	-	-	-	7,000,000	7,000,000	-	-
Transfers Out	1,496,968	675,606	-	-	-	-	-
Total Capital Expenditures	<u>1,496,968</u>	<u>1,016,973</u>	<u>606,265</u>	<u>13,067,917</u>	<u>8,449,143</u>	<u>4,618,774</u>	<u>4,275,000</u>
Balance Sheet Adj. inc/(dec)	<u>(1,043,634)</u>	<u>(716,326)</u>	<u>59,659</u>	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>7,825,243</u>	<u>9,956,383</u>	<u>12,943,257</u>	<u>4,001,215</u>	<u>6,397,453</u>	<u>2,396,238</u>	<u>6,392,734</u>

Parks and Recreation Facilities Tax Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	Total of Years
Capital Projects Funds						
Projected Revenues:						
Construction Tax	3,979,191	2,098,567	2,161,524	2,226,369	2,293,161	12,758,811
LA County Bond Grant Fund	-	-	-	-	-	-
Interest Earned	291,090	319,637	123,297	68,292	130,779	933,095
T-Lot Loan Interest Repay	-	-	433,619	421,831	409,336	1,264,787
Transfers In	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-
Operating Revenues	<u>4,270,281</u>	<u>2,418,203</u>	<u>2,718,440</u>	<u>2,716,493</u>	<u>2,833,276</u>	<u>14,956,693</u>
Operating Expenses:						
Internal Service fund Charges	-	-	-	-	-	-
Operating Expenses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net from operations	4,270,281	2,418,203	2,718,440	2,716,493	2,833,276	14,956,693
Plus Beginning Cash	6,397,453	6,392,734	2,465,938	1,365,840	2,615,583	6,397,453
T-Lot Loan Principal Repay	-	-	196,462	208,250	220,745	625,458
Cash Available	<u>10,667,734</u>	<u>8,810,938</u>	<u>5,380,840</u>	<u>4,290,583</u>	<u>5,669,604</u>	<u>21,979,604</u>
Projected Capital Expenditures:						
Capital Outlay & Projects	4,275,000	6,345,000	4,015,000	1,675,000	4,215,000	20,525,000
Loan to Parking Ent - T-lot	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Total Capital Expenditures	<u>4,275,000</u>	<u>6,345,000</u>	<u>4,015,000</u>	<u>1,675,000</u>	<u>4,215,000</u>	<u>20,525,000</u>
Balance Sheet Adj. inc/(dec)	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>6,392,734</u>	<u>2,465,938</u>	<u>1,365,840</u>	<u>2,615,583</u>	<u>1,454,604</u>	<u>1,454,604</u>

Special Revenue Funds (continued)

HCDA GRANT FUND

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
02/03	03/04	04/05	05/06	05/06	(Worse)	06/07	
Revenues:							
Grant Receipts	271,184	302,091	238,959	268,597	268,597	-	256,947
Interest	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Total Revenues	<u>271,184</u>	<u>302,091</u>	<u>238,959</u>	<u>268,597</u>	<u>268,597</u>	<u>-</u>	<u>256,947</u>
Operating Expenses:							
Personnel services	21,236	2,643	1,493	5,605	5,605	-	43,189
Materials and supplies	1,194	413	-	-	-	-	-
Contractual services	248,753	299,035	237,466	278,385	278,385	-	213,757
Internal services	-	-	-	-	-	-	-
Other Miscellaneous	-	-	-	-	-	-	-
Operating Expenses	<u>271,184</u>	<u>302,090</u>	<u>238,959</u>	<u>283,990</u>	<u>283,990</u>	<u>-</u>	<u>256,946</u>
Net from operations	-	1	(0)	(15,393)	(15,393) ^F	-	1
Plus Beginning Cash	-	-	-	-	-	-	<u>(15,393)</u>
Cash Available	-	1	(0)	(15,393)	(15,393)	-	(15,392)
General ledger adjustment	-	<u>(1)</u>	<u>0</u>	-	-	-	-
Ending Cash	<u>-</u>	<u>-</u>	<u>-</u>	<u>(15,393)</u>	<u>(15,393) ^F</u>	<u>-</u>	<u>(15,392)</u>

Special Revenue Funds (continued)

PROPOSITION A TRANSPORTATION FUNDS

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
	02/03	03/04	04/05	05/06	05/06	Better/ (Worse)	06/07
Revenues:							
Transportation Grants	511,831	508,144	553,756	537,284	544,064	6,780	556,089
Interest	58,705	7,515	40,245	35,076	46,858	11,782	36,304
Purchased PALTA Funds	-	-	-	-	-	-	-
User Charges	62,774	55,389	53,400	78,000	46,947	(31,053)	80,730
Miscellaneous	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Total Revenues	633,310	571,049	647,401	650,360	637,868	(12,492)	673,123
Operating Expenses:							
Personnel services	-	-	88,543	57,610	73,026	(15,416)	101,176
Contractual services	520,070	486,509	561,296	681,020	668,121	12,899	704,856
Internal services	-	-	49,775	31,117	31,117	(0)	57,269
Operating Expenses	520,070	486,509	699,615	769,747	772,264	(0)	863,301
Net from operations	113,240	84,540	(52,214)	(119,387)	(134,396)	(15,009)	(190,178)
Plus Beginning Cash	1,517,537	1,646,179	1,778,944	1,730,571	1,730,571	-	1,596,175
Cash Available	1,630,777	1,730,718	1,726,731	1,611,184	1,596,175	(15,009)	1,405,997
General ledger adjustment	15,402	48,226	3,840	-	-	-	-
Ending Cash	1,646,179	1,778,944	1,730,571	1,611,184	1,596,175	(15,009)	1,405,997

Special Revenue Funds (continued)

PROPOSITION C TRANSPORTATION FUNDS

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
	02/03	03/04	04/05	05/06	05/06	Better/ (Worse)	06/07
Revenues:							
Transportation Grants	380,200	402,473	427,385	395,295	426,317	31,022	409,130
Interest	25,057	3,203	18,412	15,852	26,332	10,480	16,407
User Charges	16,376	12,559	13,464	13,500	13,348	(152)	13,973
Miscellaneous	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Total Revenues	<u>421,632</u>	<u>418,234</u>	<u>459,262</u>	<u>424,647</u>	<u>465,997</u>	<u>41,350</u>	<u>439,510</u>
Operating Expenses:							
Personnel services	-	-	69,430	52,016	58,564	(6,548)	81,635
Contractual services	376,157	409,226	145,771	394,221	281,619	112,602	408,122
Internal services	-	-	-	-	-	-	4,549
Operating Expenses	<u>376,157</u>	<u>409,226</u>	<u>215,201</u>	<u>446,237</u>	<u>340,183</u>	<u>-</u>	<u>494,306</u>
Net from operations	45,475	9,008	244,061	(21,590)	125,814	147,404	(54,796)
Plus Beginning Cash	<u>649,317</u>	<u>694,045</u>	<u>751,838</u>	<u>987,696</u>	<u>987,696</u>	<u>-</u>	<u>1,113,509</u>
Cash Available	694,793	703,053	995,899	966,106	1,113,509	147,404	1,058,713
General ledger adjustment	<u>(748)</u>	<u>48,785</u>	<u>(8,203)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Cash	<u>694,045</u>	<u>751,838</u>	<u>987,696</u>	<u>966,106</u>	<u>1,113,509</u>	<u>147,404</u>	<u>1,058,713</u>

Special Revenue Funds (continued)

IN-LIEU PARKING FUND

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
	02/03	03/04	04/05	05/06	05/06	Better/ (Worse)	06/07
Revenues:							
Parking In-Lieu Tax	578,477	377,384	65,876	675,000	404,913	(270,087)	698,625
Interest	175,987	218	8,695	94,747	14,322	(80,425)	98,063
Miscellaneous	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
Total Revenues	<u>754,464</u>	<u>377,603</u>	<u>74,570</u>	<u>769,747</u>	<u>419,235</u>	<u>(350,512)</u>	<u>796,688</u>
Operating Expenses:							
Transfers Out	<u>5,183,807</u>	<u>-</u>	<u>-</u>	<u>1,000,000</u>	<u>-</u>	<u>1,000,000</u>	<u>1,000,000</u>
Operating Expenses	<u>5,183,807</u>	<u>-</u>	<u>-</u>	<u>1,000,000</u>	<u>-</u>	<u>1,000,000</u>	<u>1,000,000</u>
Net from operations	(4,429,343)	377,603	74,570	(230,253)	419,235	649,488	(203,312)
Plus Beginning Cash	<u>Ending Cash</u>	<u>-</u>	<u>374,796</u>	<u>449,944</u>	<u>449,944</u>	<u>-</u>	<u>869,179</u>
Cash Available	(4,429,343)	377,603	449,367	219,691	869,179	649,488	665,867
General ledger adjustment	<u>4,429,343</u>	<u>(2,806)</u>	<u>577</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Cash	<u>-</u>	<u>374,796</u>	<u>449,944</u>	<u>219,691</u>	<u>869,179</u>	<u>649,488</u>	<u>665,867</u>

Special Revenue Funds (continued)

FINE ART FUND

	Historical			Current Trends			Adopted Fiscal Year 06/07
	Actual	Actual	Actual	Budgeted	Projected	Difference	
	Fiscal Year 02/03	Fiscal Year 03/04	Fiscal Year 04/05	Fiscal Year 05/06	Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	
Revenues:							
Fine Arts In-Lieu Tax	142,800	77,500	94,681	50,000	87,487	37,487	51,750
Interest	20,004	12,241	19,156	5,000	25,273	20,273	5,175
Fine Arts In-Lieu Deposits	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-
Total Revenues	<u>162,804</u>	<u>89,741</u>	<u>113,837</u>	<u>55,000</u>	<u>112,760</u>	<u>57,760</u>	<u>56,925</u>
Fine Arts Purchases	<u>11,363</u>	<u>245,000</u>	<u>8,635</u>	<u>-</u>	<u>11,067</u>	<u>(11,067)</u>	<u>-</u>
Total Purchases	<u>11,363</u>	<u>245,000</u>	<u>8,635</u>	<u>-</u>	<u>11,067</u>	<u>(11,067)</u>	<u>-</u>
Net from operations	151,441	(155,259)	105,202	55,000	101,694	46,694	56,925
Plus Beginning Cash	<u>472,216</u>	<u>623,250</u>	<u>860,810</u>	<u>860,810</u>	<u>860,810</u>	<u>-</u>	<u>962,504</u>
Cash Available	623,657	467,991	966,012	915,810	962,504	46,694	1,019,429
General ledger adjustment	<u>(407)</u>	<u>392,820</u>	<u>(105,202)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Cash	<u>623,250</u>	<u>860,810</u>	<u>860,810</u>	<u>915,810</u>	<u>962,504</u>	<u>46,694</u>	<u>1,019,429</u>

Special Revenue Funds (continued)

LAW ENFORCEMENT GRANT

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
	02/03	03/04	04/05	05/06	05/06	Better/ (Worse)	06/07
Revenues:							
Intergovernmental	182,721	225,958	134,899	266,055	152,532	(113,523)	200,498
Interest	12,350	1,194	3,756	20,000	3,744	(16,256)	20,000
Miscellaneous	-	-	-	-	-	-	-
Transfers In	3,644	34,371	1,189	-	-	-	-
Total Revenues	198,716	261,523	139,844	286,055	156,275	(129,780)	220,498
Operating Expenses:							
Personnel services	103,699	239,724	90,936	108,835	97,130	11,705	124,911
Materials and supplies	-	-	-	-	1,333	(1,333)	2,070
Contractual services	17,851	5,580	360	89,809	3,603	86,206	18,000
Capital Outlay	-	120,000	104,079	-	37,817	(37,817)	-
Internal services	87,259	17,519	31,947	37,575	37,575	-	6,475
Miscellaneous	528	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Operating Expenses	209,337	382,823	227,322	236,219	177,458	86,206	151,456
Net from operations	(10,621)	(121,300)	(87,479)	49,836	(21,182)	(71,018)	69,042
Plus Beginning Cash	344,331	337,264	122,235	118,003	118,003	-	96,820
Cash Available	333,710	215,964	34,756	167,839	96,820	(71,018)	165,862
General ledger adjustment	3,555	(93,729)	83,246	-	-	-	-
Ending Cash	337,264	122,235	118,003	167,839	96,820	(71,018)	165,862



City of Beverly Hills



Enterprise Funds Adopted Budget



ENTERPRISE FUNDS

Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the City Council is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the City Council has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Water Enterprise Fund

Funded by revenues from water service charges, this fund accounts for all financial aspects related to the City's water operations. The City obtains its water from the Metropolitan Water District of Southern California and local ground water (through a desalination plant which became operational in FY 02/03) and distributes it throughout the City and portions of the City of West Hollywood.

Wastewater Enterprise Fund

Created by ordinance of the City Council, this fund accounts for the acquisition, operation and maintenance of facilities for the collection and disposal of wastewater. Support is derived from user charges as established by action of the City Council. The City is a contracting agency with the City of Los Angeles Hyperion treatment plant for treatment and disposal of transported wastewater.

Solid Waste Enterprise Fund

This fund was initially established by action of the City Council for the purpose of creating an independent accounting entity for the acquisition, operation and maintenance of facilities for the collection and disposal of solid waste generated by commercial users. During the year ended June 30, 1992, residential refuse operations were consolidated into this fund. Financial support of this fund is derived from user charges as established by action of the City Council.

Stormwater Enterprise Fund

In response to the Federal mandated program to "clean up the Bay," the City Council authorized the creation of this fund to account for activities to meet certain standards for street sweeping, storm drain maintenance and other environmental quality programs. Cost of this program is recovered through a Stormwater charge.

Parking Enterprise Fund

The City's self-supporting parking operations are accounted for in this fund. This includes the acquisition of parking facilities and the payments for any debt issued pertaining to such acquisition. Enterprise income includes parking fees charged to the public, lease payments from retail facilities located in the parking structures and revenues collected from parking meters.

NOTE: Please refer to the Capital Improvement Projects section of this book for specific project description and details.

Water Enterprise Fund

	Historical			Current Trend			
	Actual	Actual	Actual	Budget	Projected	Difference	Adopted
	Fiscal Year 02/03	Fiscal Year 03/04	Fiscal Year 04/05	Fiscal Year 05/06	Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Fiscal Year 06/07
Projected Revenues:							
Service Charges	15,222,455	16,030,257	15,809,056	17,565,656	18,780,839	1,215,183	20,952,682
Interest Earnings	1,125,541	176,116	550,053	407,291	583,174	175,883	421,546
Lease of Property	48,907	50,194	51,121	48,740	53,435	4,695	50,446
Rent - New Facility	45,563	745,578	745,579	745,578	745,572	(6)	849,393
Subsidy from MWD	-	507,825	431,913	-	400,000	400,000	414,000
Sale of Unused Property	-	-	-	-	-	-	7,000,000
Miscellaneous	152,282	279,725	24,038	27,058	176,895	149,837	83,185
Operating Revenues	16,594,748	17,789,695	17,611,759	18,794,323	20,739,915	1,945,592	29,771,252
Projected Expenses:							
Personnel Services	1,865,440	2,168,043	2,261,818	2,054,233	1,788,843	265,390	2,025,456
Materials and Supplies	211,227	362,034	394,043	408,253	361,559	46,694	812,491
Rent - New Facility	-	944,070	-	-	-	-	-
Contractual Services	185,409	426,824	1,389,399	1,778,349	1,956,246	(177,897)	1,772,420
Purchased Water	6,416,812	7,642,477	7,774,147	8,202,347	7,575,402	626,945	8,318,663
Internal Services	3,317,726	2,662,616	2,654,905	3,100,651	4,904,936	(1,804,285)	5,313,110
Depreciation/Amrtzn	1,764,685	2,763,119	2,532,992	3,554,413	3,554,413	-	3,676,913
Debt Service Interest	759,116	770,530	691,630	668,233	668,233	-	641,847
New Debt Service Int	-	-	-	1,045,000	-	1,045,000	-
Capitalized Lease Interest	-	1,246,068	643,075	1,246,068	1,246,068	-	1,246,068
Other Misc.	94,596	158,987	84,059	100,650	100,650	-	54,242
Operating Expense	14,615,011	19,144,768	18,426,067	22,158,197	22,156,350	1,847	23,861,210
Net from Operations	1,979,737	(1,355,073)	(814,308)	(3,363,874)	(1,416,435)	1,947,439	5,910,042
Plus Capital & Unrestricted	27,820,466	27,040,828	27,040,828	22,473,311	22,473,311	-	17,766,643
Plus Bond or Other Financing	-	-	-	19,000,000	-	(19,000,000)	19,000,000
Capital contribution	1,764,685	2,763,119	2,532,992	3,554,413	3,554,413	-	3,676,913
Cash Available	31,564,888	28,448,874	28,759,511	41,663,850	24,611,289	(17,052,561)	46,353,598
Capital Projects	4,313,931	3,408,166	1,900,847	26,190,925	6,185,000	(20,005,925)	33,385,000
Capital - New Facility	-	-	-	-	-	-	-
Capital Hyperion - Brine	-	650,000	-	-	-	-	-
Debt Service Principal	833,690	833,690	638,106	659,646	659,646	-	695,764
New Debt Service Principal	-	-	-	314,575	-	(314,575)	-
General Ledger Adjustment	623,561	3,483,810	(3,747,248)	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>27,040,828</u>	<u>27,040,828</u>	<u>22,473,311</u>	<u>14,498,704</u>	<u>17,766,643</u>	<u>3,267,939</u>	<u>12,272,834</u>
Restricted (Debt Reserve)	1,547,978	1,028,640	1,027,477	1,027,477	1,027,477	-	1,027,477
Restricted (Capital Projects)	-	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>27,820,466</u>	<u>27,040,828</u>	<u>22,473,311</u>	<u>14,498,704</u>	<u>17,766,643</u>	<u>3,267,939</u>	<u>12,272,834</u>
Total Cash on hand:	<u>29,368,444</u>	<u>28,069,468</u>	<u>23,500,788</u>	<u>15,526,181</u>	<u>18,794,120</u>	<u>3,267,939</u>	<u>13,300,311</u>

Water Enterprise Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	Total of Years
Projected Revenues:						
Service Charges	20,952,682	23,467,004	24,640,354	25,872,372	27,165,990	122,098,402
Interest Earnings	421,546	613,642	329,006	444,652	372,821	2,181,666
Lease of Property	50,446	56,500	59,324	62,291	65,405	293,966
Rent - New Facility	849,393	849,393	849,393	849,393	849,393	4,246,965
Subsidy from MWD	414,000	428,490	443,487	459,009	475,075	2,220,061
Sale of Unused Property	7,000,000	-	-	-	-	7,000,000
Miscellaneous	83,185	93,167	97,826	102,717	107,853	484,747
Operating Revenues	<u>29,771,252</u>	<u>25,508,195</u>	<u>26,419,390</u>	<u>27,790,433</u>	<u>29,036,537</u>	<u>138,525,808</u>
Projected Expenses:						
Personnel Services	2,025,456	2,086,220	2,148,806	2,213,270	2,279,669	10,753,421
Materials and Supplies	812,491	836,866	861,972	887,831	914,466	4,313,625
Rent - New Facility	-	-	-	-	-	-
Contractual Services	1,772,420	1,825,593	1,880,360	1,936,771	1,994,874	9,410,018
Purchased Water	8,318,663	8,568,223	8,825,270	9,090,028	9,362,728	44,164,912
Internal Services	5,313,110	5,472,503	5,636,678	5,805,779	5,979,952	28,208,023
Depreciation/Amrtzn	3,676,913	3,676,913	3,676,913	3,676,913	3,676,913	18,384,565
Debt Service Interest	641,847	668,233	641,847	613,517	587,343	3,152,787
New Debt Service Int	-	1,045,000	1,029,271	2,112,756	2,078,859	6,265,886
Capitalized Lease Interest	1,246,068	1,246,068	1,246,068	-	-	3,738,204
Other Misc.	54,242	55,869	57,545	59,272	61,050	287,978
Operating Expense	<u>23,861,210</u>	<u>25,481,487</u>	<u>26,004,731</u>	<u>26,396,137</u>	<u>26,935,854</u>	<u>128,679,419</u>
Net from Operations	5,910,042	26,708	414,659	1,394,297	2,100,683	9,846,389
Plus Capital & Unrestricted	17,766,643	12,272,834	6,580,116	8,893,038	7,456,421	17,766,643
Plus Bond or Other Financing	19,000,000	-	20,000,000	-	-	39,000,000
Capital Contribution	<u>3,676,913</u>	<u>3,676,913</u>	<u>3,676,913</u>	<u>3,676,913</u>	<u>3,676,913</u>	<u>18,384,565</u>
Cash Available	46,353,598	15,976,455	30,671,688	13,964,248	13,234,017	84,997,597
Capital Projects	33,385,000	8,386,000	20,820,000	5,190,250	5,819,000	73,600,250
Capital - New Facility	-	-	-	-	-	-
Capital Hyperion - Brine	-	-	-	-	-	-
Debt Service Principal	695,764	695,764	628,346	639,626	673,564	3,333,064
New Debt Service Principal	-	314,575	330,304	677,951	711,848	2,034,677
General Ledger Adjustment	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>12,272,834</u>	<u>6,580,116</u>	<u>8,893,038</u>	<u>7,456,421</u>	<u>6,029,605</u>	<u>6,029,605</u>
Restricted (Debt Reserve)	1,027,477	1,027,477	1,027,477	1,027,477	1,027,477	1,027,477
Restricted (Capital Projects)	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>12,272,834</u>	<u>6,580,116</u>	<u>8,893,038</u>	<u>7,456,421</u>	<u>6,029,605</u>	<u>6,029,605</u>
Total Cash on hand:	<u>13,300,311</u>	<u>7,607,593</u>	<u>9,920,516</u>	<u>8,483,899</u>	<u>7,057,083</u>	<u>7,057,083</u>

Wastewater Enterprise Fund

	Historical			Current Trend			
	Actual	Actual	Actual	Budget	Projected	Bud/Pjt	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Better/ Worse)	Fiscal Year
	02/03	03/04	04/05	05/06	05/06	(06/07
Projected Revenues:							
Service Charges							
Wastewater Sales	5,428,102	5,821,955	5,956,176	6,392,867	6,503,230	110,363	6,711,938
Interest Earnings	236,100	56,564	192,866	193,506	269,267	75,761	200,279
Miscellaneous	1,100,000	2,050,000	1,400,000	750,000	750,000	-	750,000
Operating Revenues	<u>6,764,201</u>	<u>7,928,518</u>	<u>7,549,041</u>	<u>7,336,373</u>	<u>7,522,496</u>	<u>186,123</u>	<u>7,662,217</u>
Projected Expenses:							
Personnel Services	524,881	520,771	595,409	680,755	553,628	127,127	732,942
Materials and Supplies	37,267	30,537	29,596	45,473	64,037	(18,564)	81,047
Rent - New Facility	5,767	94,377	94,377	94,377	94,377	-	47,189
Contractual Services							
BH Operations	129,751	73,192	35,655	312,510	164,124	148,386	289,465
Disposal Operations	1,169,897	1,485,146	459,607	1,421,606	1,698,533	(276,927)	1,783,630
Internal Services	606,276	672,532	656,816	1,302,723	2,002,841	(700,118)	2,236,289
Depreciation/Amrtztn	967,822	1,037,039	1,079,846	1,133,898	1,133,898	-	1,170,670
Debt Service Interest	994,209	958,038	958,038	899,720	899,720	-	867,721
Other Misc.	-	-	15,000	5,000	5,000	-	5,000
Operating Expense	<u>4,435,871</u>	<u>4,871,632</u>	<u>3,924,344</u>	<u>5,896,062</u>	<u>6,616,158</u>	<u>(720,096)</u>	<u>7,213,953</u>
Net from Operations	2,328,331	3,056,886	3,624,697	1,440,311	906,339	(533,972)	448,264
Plus Capital & Unrestricted	10,053,086	6,142,638	7,006,308	8,921,187	8,921,187	-	7,959,868
Plus Bond or Other Financing	-	-	-	-	-	-	-
Capital Contribution	<u>967,822</u>	<u>1,037,039</u>	<u>1,079,846</u>	<u>1,133,898</u>	<u>1,133,898</u>	<u>-</u>	<u>1,170,670</u>
Cash Available	13,349,239	10,236,563	11,710,851	11,495,396	10,961,424	(533,972)	9,578,802
Capital Projects	13,732	57,410	63,100	1,399,673	78,411	1,321,262	2,240,000
Capital - Hyperion	-	2,758,131	1,983,279	1,890,000	2,123,145	(233,145)	3,000,000
Debt Service Principal	700,000	745,000	745,000	800,000	800,000	-	835,000
General Ledger Adjustment	<u>(6,492,869)</u>	<u>330,286</u>	<u>1,715</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Oper Rsvs & Cap Rplcmnt	<u>6,142,638</u>	<u>7,006,308</u>	<u>8,921,187</u>	<u>7,405,723</u>	<u>7,959,868</u>	<u>554,145</u>	<u>3,503,802</u>
Restricted (Debt Reserve)	1,733,564	1,706,647	1,712,955	1,705,721	1,705,721	-	1,705,721
Restricted (Capital Projects)	-	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>6,142,638</u>	<u>7,006,308</u>	<u>8,921,187</u>	<u>7,405,723</u>	<u>7,959,868</u>	<u>554,145</u>	<u>3,503,802</u>
Total Cash on hand:	<u>7,876,202</u>	<u>8,712,955</u>	<u>10,634,142</u>	<u>9,111,444</u>	<u>9,665,589</u>	<u>554,145</u>	<u>5,209,523</u>

Wastewater Enterprise Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	Total of Years
Projected Revenues:						
Service Charges						
Wastewater Sales	6,711,938	8,054,326	9,262,474	10,651,846	11,717,030	46,397,614
Interest Earnings	200,279	175,190	90,378	-	-	465,847
Miscellaneous	750,000	750,000	750,000	750,000	750,000	3,750,000
Operating Revenues	<u>7,662,217</u>	<u>8,979,516</u>	<u>10,102,852</u>	<u>11,401,846</u>	<u>12,467,030</u>	<u>50,613,461</u>
Projected Expenses:						
Personnel Services	732,942	754,930	777,578	800,906	824,933	3,891,289
Materials and Supplies	81,047	83,478	85,983	88,562	91,219	430,290
Rent - New Facility	47,189	47,189	47,189	47,189	47,189	235,945
Contractual Services						
BH Operations	289,465	298,149	307,093	316,306	325,795	1,536,809
Disposal Operations	1,783,630	1,800,000	1,800,000	1,800,000	1,800,000	8,983,630
Internal Services	2,236,289	2,303,378	2,372,479	2,443,653	2,516,963	11,872,762
Depreciation/Amrtztn	1,170,670	1,205,790	1,241,964	1,279,223	1,317,599	6,215,246
Debt Service Interest	867,721	833,486	796,946	758,484	718,064	3,974,701
Other Misc.	5,000	5,150	5,305	5,464	5,628	26,546
Operating Expense	<u>7,213,953</u>	<u>7,331,550</u>	<u>7,434,537</u>	<u>7,539,787</u>	<u>7,647,390</u>	<u>37,167,217</u>
Net from Operations	448,264	1,647,965	2,668,316	3,862,059	4,819,640	13,446,244
Plus Capital & Unrestricted	7,959,868	3,503,802	1,807,558	(1,047,708)	(86,426)	7,959,868
Plus Bond or Other Financing	-	-	-	-	-	-
Capital Contribution	<u>1,170,670</u>	<u>1,205,790</u>	<u>1,241,964</u>	<u>1,279,223</u>	<u>1,317,599</u>	<u>6,215,246</u>
Cash Available	9,578,802	6,357,558	5,717,837	4,093,574	6,050,813	27,621,358
Capital Projects	2,240,000	680,000	2,860,545	240,000	1,020,000	7,040,545
Capital - Hyperion	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	15,000,000
Debt Service Principal	835,000	870,000	905,000	940,000	985,000	4,535,000
General Ledger Adjustment	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>3,503,802</u>	<u>1,807,558</u>	<u>(1,047,708)</u>	<u>(86,426)</u>	<u>1,045,813</u>	<u>1,045,813</u>
Restricted (Debt Reserve)	1,705,721	1,705,721	1,705,721	1,705,721	1,705,721	1,705,721
Restricted (Capital Projects)	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>3,503,802</u>	<u>1,807,558</u>	<u>(1,047,708)</u>	<u>(86,426)</u>	<u>1,045,813</u>	<u>1,045,813</u>
Total Cash on hand:	<u>5,209,523</u>	<u>3,513,279</u>	<u>658,013</u>	<u>1,619,295</u>	<u>2,751,534</u>	<u>2,751,534</u>

Solid Waste Enterprise Fund

	Current Trend						
						Difference	
	Actual Fiscal Year 02/03	Actual Fiscal Year 03/04	Actual Fiscal Year 04/05	Budget Fiscal Year 05/06	Projected Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Adopted Fiscal Year 06/07
Projected Revenues:							
Service Charges							
Comm Refuse Collection	4,468,753	5,328,401	5,774,774	6,359,718	5,728,284	(631,434)	5,838,000
Residential Recycling	4,742,879	5,016,659	5,292,998	5,870,753	5,435,069	(435,684)	5,846,235
Transfers In	-	-	-	-	-	-	800,000
Interest	145,305	27,200	116,053	92,243	132,732	40,489	124,543
Miscellaneous	72,592	234,171	81,137	174,787	156,401	(18,386)	103,500
Operating Revenues	<u>9,429,530</u>	<u>10,606,431</u>	<u>11,264,963</u>	<u>12,497,501</u>	<u>11,452,486</u>	<u>(1,045,015)</u>	<u>12,712,278</u>
Projected Expenses:							
Personnel Services	1,781,941	1,803,914	1,765,713	1,514,439	1,343,100	171,339	1,983,247
Materials and Supplies	366,179	199,855	35,127	120,520	53,244	67,276	146,941
Rent - New Facility	11,535	188,754	188,754	188,754	188,754	-	56,626
Contractual Services							
BH Operations	422,262	408,047	401,980	1,128,902	182,585	946,317	542,876
Disposal Operations	4,149,801	4,615,991	5,594,717	4,274,295	5,852,000	(1,577,705)	5,380,108
Internal Services	2,355,970	2,481,280	2,314,487	2,611,246	3,179,004	(567,758)	3,569,936
Alleyway Damage	-	-	-	500,000	500,000	-	500,000
Debt Service General Fund	-	-	-	310,758	310,758	-	286,051
Depreciation/Amrtztn	8,861	7,384	7,384	1,000	1,000	-	99,360
Other Misc.	-	-	90,000	74,335	74,335	-	25,500
Operating Expense	<u>9,096,548</u>	<u>9,705,225</u>	<u>10,398,163</u>	<u>10,724,249</u>	<u>11,684,780</u>	<u>(960,531)</u>	<u>12,590,645</u>
Net from Operations	332,981	901,205	866,800	1,773,252	(232,294)	(2,005,546)	121,633
Plus Beginning Cash	3,564,955	3,911,524	4,590,768	5,220,979	5,220,979	-	4,482,185
Capital Contribution	8,861	7,384	7,384	1,000	1,000	-	99,360
Cash Available	3,906,797	4,820,113	5,464,952	6,995,231	4,989,685	(2,005,546)	4,703,178
Capital Projects	-	-	295,497	507,500	507,500	-	250,000
Debt Service Principal GF	-	-	-	494,134	494,134	-	518,841
General Ledger Adjustment	4,726	(229,345)	51,524	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>3,911,524</u>	<u>4,590,768</u>	<u>5,220,979</u>	<u>6,487,731</u>	<u>4,482,185</u>	<u>(2,005,546)</u>	<u>3,934,337</u>

Solid Waste Enterprise Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	Total of Years
Projected Revenues:						
Service Charges						
Comm Refuse Collection	5,838,000	6,246,660	6,683,926	7,018,123	7,369,029	33,155,737
Residential Recycling	5,846,235	6,255,471	6,693,354	7,028,022	7,028,022	32,851,105
Transfers In	800,000	600,000	400,000	200,000	-	2,000,000
Interest	124,543	196,717	186,717	192,366	203,499	903,842
Miscellaneous	103,500	110,745	118,497	124,422	130,643	587,807
Operating Revenues	<u>12,712,278</u>	<u>13,409,593</u>	<u>14,082,495</u>	<u>14,562,932</u>	<u>14,731,193</u>	<u>69,498,492</u>
Projected Expenses:						
Personnel Services	1,983,247	2,042,744	2,104,027	2,167,148	2,232,162	10,529,328
Materials and Supplies	146,941	151,349	155,890	160,566	165,383	780,130
Rent - New Facility	56,626	56,626	56,626	56,626	56,626	283,130
Contractual Services						
BH Operations	542,876	559,162	575,937	593,215	611,012	2,882,202
Disposal Operations	5,380,108	5,541,511	5,707,757	5,878,989	6,055,359	28,563,724
Internal Services	3,569,936	3,677,034	3,787,345	3,900,965	4,017,994	18,953,275
Alleyway Damage	500,000	500,000	500,000	500,000	500,000	2,500,000
Debt Service General Fund	286,051	260,109	232,870	204,269	174,238	1,157,538
Depreciation/Amrtztn	99,360	102,341	105,411	108,573	111,831	527,516
Other Misc.	25,500	26,265	27,053	27,865	28,700	135,383
Operating Expense	<u>12,590,645</u>	<u>12,917,142</u>	<u>13,252,916</u>	<u>13,598,217</u>	<u>13,953,306</u>	<u>66,312,226</u>
Net from Operations	121,633	492,451	829,580	964,715	777,887	3,186,266
Plus Beginning Cash	4,482,185	3,934,337	3,734,346	3,847,315	4,069,981	4,482,185
Capital Contribution	<u>99,360</u>	<u>102,341</u>	<u>105,411</u>	<u>108,573</u>	<u>111,831</u>	<u>527,516</u>
Cash Available	4,703,178	4,529,129	4,669,337	4,920,604	4,959,699	8,195,967
Capital Projects	250,000	250,000	250,000	250,000	250,000	1,250,000
Debt Service Principal GF	518,841	544,783	572,022	600,623	630,654	2,866,922
General Ledger Adjustment	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>3,934,337</u>	<u>3,734,346</u>	<u>3,847,315</u>	<u>4,069,981</u>	<u>4,079,045</u>	<u>4,079,045</u>

Stormwater Enterprise Fund

	Current Trend						
	Actual	Actual	Actual	Adopted	Projected	Difference	Adopted
	Fiscal Year 02/03	Fiscal Year 03/04	Fiscal Year 04/05	Fiscal Year 05/06	Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Fiscal Year 06/07
Projected Revenues:							
Service Charges							
Stormwater Charges	1,760,311	1,762,746	1,748,378	1,759,994	1,832,767	72,773	1,759,402
Transfers In	-	-	-	-	-	-	-
Interest	114,591	21,946	76,214	67,682	84,402	16,720	40,980
Miscellaneous	(4,781)	-	-	-	-	-	-
Operating Revenues	<u>1,870,122</u>	<u>1,784,692</u>	<u>1,824,592</u>	<u>1,827,676</u>	<u>1,917,169</u>	<u>89,493</u>	<u>1,800,382</u>
Projected Expenses:							
Personnel Services	701,782	866,162	808,899	1,411,123	1,254,168	156,955	1,069,444
Materials and Supplies	29,924	13,101	9,576	65,048	10,573	54,475	46,266
Rent - New Facility	5,767	94,377	94,377	94,377	94,377	-	-
Contractual Services							
BH Operations	146,113	143,114	122,407	161,666	12,706	148,960	69,056
Disposal Operations	3,900	16,878	7,406	30,002	-	30,002	-
Internal Services	557,796	606,798	327,911	510,121	582,773	(72,652)	335,133
Depreciation/Amrtztn	182,712	182,712	187,716	190,000	190,000	-	98,325
Debt Service Interest	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	800,000
Other Misc.	-	-	5,004	5,000	5,000	-	2,000
Operating Expense	<u>1,627,993</u>	<u>1,923,142</u>	<u>1,563,296</u>	<u>2,467,337</u>	<u>2,149,597</u>	<u>317,740</u>	<u>2,420,224</u>
Net from Operations	242,128	(138,450)	261,297	(639,661)	(232,428)	407,233	(619,842)
Plus Beginning Cash	2,788,546	3,258,700	3,295,317	3,647,997	3,647,997	-	3,505,569
Capital Contribution	182,712	182,712	187,716	190,000	190,000	-	98,325
Cash Available	3,213,386	3,302,962	3,744,329	3,198,336	3,605,569	407,233	2,984,052
Capital Projects	9,472	-	-	100,000	100,000	-	140,000
General Ledger Adjustment	54,786	(7,645)	(96,333)	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>3,258,700</u>	<u>3,295,317</u>	<u>3,647,997</u>	<u>3,098,336</u>	<u>3,505,569</u>	<u>407,233</u>	<u>2,844,052</u>

Stormwater Enterprise Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	Total of Years
Projected Revenues:						
Service Charges						
Stormwater Charges	1,759,402	1,759,402	1,759,402	1,759,402	1,759,402	8,797,010
Transfers In	-	-	-	-	-	-
Interest	40,980	142,203	122,905	110,291	104,625	521,004
Miscellaneous	-	-	-	-	-	-
Operating Revenues	<u>1,800,382</u>	<u>1,901,605</u>	<u>1,882,307</u>	<u>1,869,693</u>	<u>1,864,027</u>	<u>9,318,014</u>
Projected Expenses:						
Personnel Services	1,069,444	1,101,527	1,134,573	1,168,610	1,203,669	5,677,823
Materials and Supplies	46,266	47,654	49,084	50,556	52,073	245,632
Rent - New Facility	-	-	-	-	-	-
Contractual Services						
BH Operations	69,056	71,128	73,262	75,459	77,723	366,628
Disposal Operations	-	-	-	-	-	-
Internal Services	335,133	345,187	355,543	366,209	377,195	1,779,267
Depreciation/Amrtztn	98,325	101,275	104,313	107,442	110,666	522,021
Debt Service Interest	-	-	-	-	-	-
Transfers Out	800,000	600,000	400,000	200,000	-	2,000,000
Other Misc.	2,000	2,060	2,122	2,185	2,251	10,618
Operating Expense	<u>2,420,224</u>	<u>2,268,831</u>	<u>2,118,896</u>	<u>1,970,463</u>	<u>1,823,576</u>	<u>10,601,989</u>
Net from Operations	(619,842)	(367,226)	(236,589)	(100,769)	40,451	(1,283,975)
Plus Beginning Cash	3,505,569	2,844,052	2,458,101	2,205,825	2,092,498	3,505,569
Capital Contribution	98,325	101,275	104,313	107,442	110,666	522,021
Cash Available	2,984,052	2,578,101	2,325,825	2,212,498	2,243,614	2,743,614
Capital Projects	140,000	120,000	120,000	120,000	120,000	620,000
General Ledger Adjustment	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>2,844,052</u>	<u>2,458,101</u>	<u>2,205,825</u>	<u>2,092,498</u>	<u>2,123,614</u>	<u>2,123,614</u>

Parking Enterprise Fund

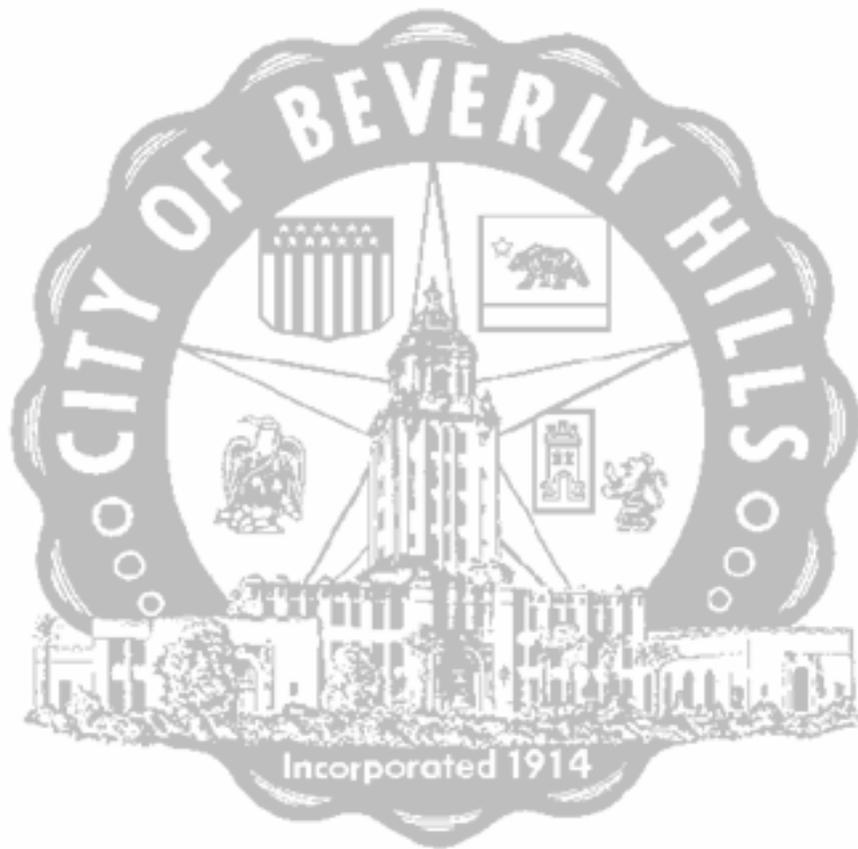
	Current Trend						
	Actual	Actual	Actual	Budget	Projected	Difference	Adopted
	Fiscal Year 02/03	Fiscal Year 03/04	Fiscal Year 04/05	Fiscal Year 05/06	Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Fiscal Year 06/07
Current Revenues							
Service Charges							
Parking Facilities	3,526,481	4,056,820	4,305,270	4,474,918	5,365,505	890,587	5,702,055
Meters	2,780,181	414,185	378,153	454,162	341,729	(112,433)	358,256
Rent of Property	4,954,481	5,002,231	4,964,003	5,084,455	5,692,755	608,300	5,927,689
D-Lot Income	-	580,052	1,238,734	1,336,999	1,279,115	(57,884)	1,248,687
Interest Earnings	616,889	70,058	192,044	200,000	195,523	(4,477)	200,000
Miscellaneous	136,768	78,644	41,749	37,506	54,935	17,429	89,861
Current Revenues	<u>12,014,799</u>	<u>10,201,990</u>	<u>11,119,954</u>	<u>11,588,040</u>	<u>12,929,562</u>	<u>1,341,522</u>	<u>13,526,548</u>
New Revenues - T Lot							
Parking Revenues	-	-	-	-	-	-	-
Podium Revenues	-	-	-	-	-	-	-
T Lot Revenues	-	-	-	-	-	-	-
Total Operating Revenues	<u>12,014,799</u>	<u>10,201,990</u>	<u>11,119,954</u>	<u>11,588,040</u>	<u>12,929,562</u>	<u>1,341,522</u>	<u>13,526,548</u>
Current Expenses							
Personnel Services	2,050,042	1,803,270	2,111,257	1,751,359	1,977,430	(226,071)	1,937,444
Materials and Supplies	15,499	24,033	8,976	23,100	37,690	(14,590)	112,835
Rent - New Facility	8,681	141,566	141,566	141,566	141,566	-	66,064
Contractual Services	1,565,521	852,044	642,076	1,045,400	1,173,254	(127,854)	1,094,793
Internal Services	2,948,456	2,600,578	3,020,163	3,288,036	3,391,937	(103,901)	3,492,385
Depreciation/Amrtztn	2,758,716	3,416,193	4,090,735	4,149,083	4,149,083	-	4,289,083
Debt Service General Fund	-	871,862	846,858	820,478	820,478	-	792,648
Debt Service Interest	1,455,443	1,819,589	1,751,615	1,655,957	1,655,957	-	1,555,687
Other Misc.	-	-	-	2,000	2,000	-	1,000
Current Expenses	<u>10,802,357</u>	<u>11,529,134</u>	<u>12,613,245</u>	<u>12,876,979</u>	<u>13,349,396</u>	<u>(472,417)</u>	<u>13,341,938</u>
New Expenses - T-Lot							
Operations & Maintenance	-	-	-	-	-	-	-
Debt Service CA Fund	-	-	-	-	-	-	-
Debt Service Other Fund	-	-	-	-	-	-	-
T-Lot Expense	-	-	-	-	-	-	-
Total Operating Expenses	<u>10,802,357</u>	<u>11,529,134</u>	<u>12,613,245</u>	<u>12,876,979</u>	<u>13,349,396</u>	<u>(472,417)</u>	<u>13,341,938</u>
Net from Operations	1,212,442	(1,327,144)	(1,493,291)	(1,288,939)	(419,833)	1,813,939	184,610
Plus Beginning Cash	16,370,524	13,153,502	7,638,344	7,638,344	7,638,344	-	41,063,596
Plus Loan from General Fund	5,183,807	-	-	-	-	-	-
Plus Loan from Capital Assets	-	-	-	28,000,000	28,000,000	-	-
Plus Loan from Other Fund	-	-	-	7,000,000	7,000,000	-	-
Plus Transfer from In-Lieu	-	-	-	1,000,000	-	(1,000,000)	1,000,000
Capital Contribution	<u>2,758,716</u>	<u>3,416,193</u>	<u>4,090,735</u>	<u>4,149,083</u>	<u>4,149,083</u>	<u>-</u>	<u>4,289,083</u>
Cash Available	25,525,489	15,242,551	10,235,787	46,498,488	46,367,594	813,939	46,537,288
Capital Projects	19,564,803	5,949,681	1,896,547	4,350,000	1,725,253	2,624,747	4,857,256
Capital Projects - T Lot	-	-	-	33,673,365	476,574	33,196,791	32,852,549
Debt Service Principal GF	-	454,626	479,630	506,010	506,010	-	533,841
Debt Service Principal CA	-	-	-	-	-	-	-
Debt Service Principal Other	-	-	-	-	-	-	-
Debt Service Principal	2,073,206	2,271,703	2,499,597	2,596,162	2,596,162	-	2,718,376
General Ledger Adjustment	<u>9,266,022</u>	<u>1,071,803</u>	<u>2,278,331</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Oper Rsvs & Cap Rplcmnt	<u>13,153,502</u>	<u>7,638,344</u>	<u>7,638,344</u>	<u>5,372,952</u>	<u>41,063,596</u>	<u>35,690,644</u>	<u>5,575,267</u>

Parking Enterprise Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	Total of Years
Projected Revenues:						
Service Charges						
Parking Facilities	5,702,055	5,816,096	5,932,418	6,051,066	6,172,088	29,673,723
Meters	358,256	365,421	372,730	380,184	387,788	1,864,379
Rent of Property	5,927,689	6,046,243	6,167,168	6,290,511	6,416,321	30,847,932
D-Lot Income	1,248,687	1,760,000	2,760,000	2,760,000	2,760,000	11,288,687
Interest Earnings	200,000	278,763	367,290	391,468	532,115	1,769,637
Miscellaneous	89,861	91,658	93,491	95,361	97,268	467,640
Current Revenues	<u>13,526,548</u>	<u>14,358,182</u>	<u>15,693,097</u>	<u>15,968,591</u>	<u>16,365,580</u>	<u>75,911,997</u>
New Revenues - T Lot						
Parking Revenues	-	-	1,824,106	2,385,369	2,385,369	6,594,844
Podium Revenues	-	-	1,264,000	1,267,960	1,267,960	3,799,920
T Lot Revenues	-	-	<u>3,088,106</u>	<u>3,653,329</u>	<u>3,653,329</u>	<u>10,394,764</u>
Total Operating Revenues	13,526,548	14,358,182	18,781,203	19,621,920	20,018,909	86,306,761
Current Expenses						
Personnel Services	1,937,444	1,995,567	2,055,434	2,117,097	2,180,610	10,286,153
Materials and Supplies	112,835	116,220	119,707	123,298	126,997	599,056
Rent - New Facility	66,064	66,064	66,064	66,064	66,064	330,320
Contractual Services	1,094,793	1,127,637	1,161,466	1,196,310	1,232,199	5,812,405
Internal Services	3,492,385	3,597,157	3,705,071	3,816,223	3,930,710	18,541,546
Depreciation/Amrtztn	4,289,083	4,417,755	4,550,288	4,686,797	4,827,401	22,771,324
Debt Service General Fund	792,648	763,286	732,310	699,631	665,153	3,653,028
Debt Service Interest	1,555,687	1,451,602	1,369,522	1,273,035	1,174,283	6,824,128
Other Misc.	1,000	76,030	78,311	80,660	83,080	319,081
Current Expenses	<u>13,341,938</u>	<u>13,611,318</u>	<u>13,838,173</u>	<u>14,059,115</u>	<u>14,286,497</u>	<u>69,137,042</u>
New Expenses - T-Lot						
Operations & Maintenance	-	-	900,000	927,000	954,810	2,781,810
Debt Service CA Fund	-	-	2,000,907	1,946,513	1,888,856	5,836,276
Debt Service Other Fund	-	-	433,619	421,831	409,336	1,264,787
T-Lot Expense	-	-	<u>3,334,526</u>	<u>3,295,345</u>	<u>3,253,002</u>	<u>9,882,873</u>
Total Operating Expenses	13,341,938	13,611,318	17,172,699	17,354,460	17,539,499	79,019,915
Net from Operations	184,610	746,863	1,608,504	2,267,460	2,479,410	7,286,846
Plus Beginning Cash	41,063,596	5,575,267	7,345,809	7,829,359	10,642,295	41,063,596
Plus Loan from General Fund	-	-	-	-	-	-
Plus Loan from Capital Assets	-	-	-	-	-	-
Plus Loan from Other Fund	-	-	-	-	-	-
Plus Transfer from In-Lieu	1,000,000	-	-	-	-	1,000,000
Capital Contribution	<u>4,289,083</u>	<u>4,417,755</u>	<u>4,550,288</u>	<u>4,686,797</u>	<u>4,827,401</u>	<u>22,771,324</u>
Cash Available	46,537,288	10,739,886	13,504,601	14,783,615	17,949,105	72,121,766
Capital Projects	4,857,256	610,000	260,000	10,000	160,000	5,897,256
Capital Projects - T Lot	32,852,549	-	1,500,000	-	-	34,352,549
Debt Service Principal GF	533,841	563,202	594,178	626,858	661,335	2,979,413
Debt Service Principal CA	-	-	906,563	960,957	1,018,614	2,886,133
Debt Service Principal Othe	-	-	196,462	208,250	220,745	625,458
Debt Service Principal	2,718,376	2,220,875	2,218,039	2,335,256	3,567,940	13,060,485
General Ledger Adjustment	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>5,575,267</u>	<u>7,345,809</u>	<u>7,829,359</u>	<u>10,642,295</u>	<u>12,320,472</u>	<u>12,320,472</u>



City of Beverly Hills



Internal Service Funds Adopted Budget



INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments of the City, or to other governments, on a cost-reimbursement basis.

Information Technology Internal Service Fund

This fund was created to properly allocate computer services to user departments. Charges are based on an allocation formula derived from programming time and computer usage.

Vehicles and Facilities Maintenance internal Service Fund

Activities pertaining to the maintenance of City facilities and the acquisition, maintenance and repair of City vehicles and related equipment are accounted for in this fund. The cost of supplies, labor, replacement parts and fuel are continuously allocated and charged to user departments based on a computerized program. The funds derived from such charges are used to maintain operations of this fund.

Liability Insurance Internal Service Fund

The City is self-insured for the first \$1,000,000 of each liability claim. This fund accounts for these self-insured claims and obtains its revenue by charging the responsible departments. The City has contracted with an independent adjuster to monitor liability claims on an individual basis. Liability claims in excess of \$1,000,000 up to \$25 million combined single limit occurrence are covered by insurance.

Workers' Compensation Internal Service Fund

This fund accounts for all activities pertaining to workers' compensation. Each claim is monitored by an independent adjuster and is charged to the responsible department. The City is self-insured below the amount covered by excess insurance carriers (\$350,000 for each claim). Administration of this fund adheres to regulations imposed by the State concerning workers' compensation.

Reprographics/Graphics Internal Service Fund

Activities pertaining to in-house printing, photo copiers and metered postage are accounted for in the Reprographics fund. The cost of labor, printing and supplies are tabulated and charged to user departments. The funds derived from such charges are used to maintain operations of this division. Graphics Services provides City departments with cost effective, high quality, creative graphics and promotional and informational materials that communicate, educate and inform the public about City programs and special projects. The cost of labor and supplies are tabulated and charged to user departments. The funds derived from such charges are used to maintain operations of this division.

Cable Television Internal Service Fund

This fund accounts for production services for the weekly City Council Formal Meetings and Study Sessions, video production support services for City departments and administration of the City's three cable television channels (Channel 35, 10 and 3).

Policy, Administrative & Legal Fund

This fund is newly created for Fiscal Year 2005/06. It includes the departments of Policy & Management, Administrative Services, and Legal (City Attorney's Office). These departments provide services to all departments, similar to the other Internal Service Funds. In order to fully capture the cost for the newly implemented program budget, the cost of these services were incorporated into an Internal Service Fund and then spread to the various City departments.

NOTE: Please refer to the Capital Improvement Projects section of this book for specific project description and details.

Information Technology Group

Information Technology Fund

	Current Trends						
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year 02/03	Fiscal Year 03/04	Fiscal Year 04/05	Fiscal Year 05/06	Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Fiscal Year 06/07
Revenues:							
Fund Charges	7,118,348	5,519,385	5,668,791	7,199,929	7,294,199	94,270	7,980,390
Interest	-	-	-	-	-	-	-
Miscellaneous	1,338	303	620	-	-	-	-
Transfer In	-	-	-	-	2,000,000	2,000,000	-
Total Revenues	7,119,686	5,519,688	5,669,411	7,199,929	9,294,199	2,094,270	7,980,390
Operating Expenses:							
Personnel services	1,448,655	1,398,854	1,643,884	1,329,817	1,330,242	(425)	1,619,601
Materials and supplies	71,650	65,614	117,134	128,380	65,879	62,501	68,340
Contractual services	1,259,095	1,749,114	1,270,632	1,390,221	1,321,752	68,469	1,628,412
Internal services	276,593	286,849	282,615	730,572	730,572	-	792,771
Depreciation	2,336,948	3,164,173	3,142,047	2,937,000	2,937,000	-	3,039,795
VF Loan Repay Interest	64,759	30,166	18,315	9,779	9,779	-	-
Radio Interest Repay	-	-	-	415,000	415,000	-	373,250
Other Miscellaneous	-	-	-	-	-	-	-
Operating Expenses	5,457,700	6,694,771	6,474,627	6,940,769	6,810,224	130,545	7,522,169
Net from operations	1,661,986	(1,175,083)	(805,217)	259,160	2,483,975	2,224,815	458,221
Plus Beginning Cash	6,581,309	5,557,811	5,115,904	3,221,658	3,221,658	-	7,719,275
Loan for Radios	-	-	-	8,300,000	8,300,000	-	-
Capital Contribution	2,336,948	3,164,173	3,142,047	2,937,000	2,937,000	-	3,039,795
Cash Available	10,580,243	7,546,901	7,452,735	14,717,818	16,942,632	2,224,815	11,217,291
VF Loan Repay Principal	330,000	330,000	330,000	330,000	330,000	-	-
Radio Loan Principal	-	-	-	835,000	835,000	-	1,061,154
Capital Projects	5,219,319	1,762,022	1,699,386	9,053,649	8,058,357	995,292	9,675,000
General ledger adjustment	196,887	(668,975)	(2,531,692)	-	-	-	-
Oper Rsvs & Cap Rplcmnt	5,557,811	5,115,904	3,221,658	4,499,169	7,719,275	3,220,106	481,137

Information Technology Group

Information Technology Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	5 Year Total
Revenues:						
Fund Charges	7,980,390	8,734,802	8,996,846	9,266,751	9,544,754	44,523,542
Interest	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
Transfer In	-	-	-	-	-	-
Total Revenues	<u>7,980,390</u>	<u>8,734,802</u>	<u>8,996,846</u>	<u>9,266,751</u>	<u>9,544,754</u>	<u>44,523,542</u>
Operating Expenses:						
Personnel services	1,619,601	1,668,189	1,718,235	1,769,782	1,822,875	8,598,682
Materials and supplies	68,340	70,390	72,502	74,677	76,917	362,826
Contractual services	1,628,412	1,677,264	1,727,582	1,779,410	1,832,792	8,645,460
Internal services	792,771	816,554	841,051	866,282	892,271	4,208,929
Depreciation	3,039,795	3,130,989	3,224,919	3,321,666	3,421,316	16,138,684
VF Loan Repay Interest	-	-	-	-	-	-
Radio Interest Reapy	373,250	320,192	264,482	205,986	144,565	1,308,474
Other Miscellaneous	-	-	-	-	-	-
Operating Expenses	<u>7,522,169</u>	<u>7,683,579</u>	<u>7,848,770</u>	<u>8,017,802</u>	<u>8,190,736</u>	<u>39,263,056</u>
Net from operations	458,221	1,051,223	1,148,076	1,248,949	1,354,018	5,260,486
Plus Beginning Cash	7,719,275	481,137	(320,864)	(87,792)	384,404	7,719,275
Loan for Radios	-	-	-	-	-	-
Capital Contribution	<u>3,039,795</u>	<u>3,130,989</u>	<u>3,224,919</u>	<u>3,321,666</u>	<u>3,421,316</u>	<u>16,138,684</u>
Cash Available	11,217,291	4,663,349	4,052,131	4,482,823	5,159,738	29,118,446
VF Loan Repay Principal	-	-	-	-	-	-
Radio Principal Repay	1,061,154	1,114,212	1,169,923	1,228,419	1,289,840	5,863,548
Capital Projects	9,675,000	3,870,000	2,970,000	2,870,000	1,770,000	21,155,000
General ledger adjustment	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>481,137</u>	<u>(320,864)</u>	<u>(87,792)</u>	<u>384,404</u>	<u>2,099,898</u>	<u>2,099,898</u>

Information Technology Group

Cable Television Fund

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
02/03	03/04	04/05	05/06	05/06	Better/ (Worse)	06/07	
Revenues:							
Fund Charges	572,298	539,035	501,999	602,844	602,844	-	814,139
Franchise	438,780	491,512	442,339	400,000	487,598	87,598	430,000
Miscellaneous	-	9,585	-	-	-	-	-
Transfer In	-	-	-	-	-	-	-
Total Revenues	<u>1,011,078</u>	<u>1,040,132</u>	<u>944,338</u>	<u>1,002,844</u>	<u>1,090,442</u>	<u>87,598</u>	<u>1,244,139</u>
Operating Expenses:							
Personnel services	343,528	376,019	365,143	415,621	364,955	50,666	573,734
Materials and supplies	15,016	11,361	14,425	55,787	37,687	18,100	55,585
Contractual services	14,906	23,300	13,468	152,421	73,082	79,339	157,910
Internal services	96,461	96,578	92,468	367,919	367,919	-	412,708
Depreciation	50,799	48,310	35,920	24,530	24,530	-	25,389
Other Miscellaneous	426	-	-	-	-	-	-
Operating Expenses	<u>521,136</u>	<u>555,568</u>	<u>521,424</u>	<u>1,016,278</u>	<u>868,174</u>	<u>148,104</u>	<u>1,225,326</u>
Net from operations	489,942	484,564	422,914	(13,434)	222,269	235,703	18,813
Plus Beginning Cash	1,319,584	1,743,882	2,249,639	2,671,674	2,671,674	-	2,918,473
Capital Contribution	50,799	48,310	35,920	24,530	24,530	-	25,389
Cash Available	<u>1,860,325</u>	<u>2,276,756</u>	<u>2,708,472</u>	<u>2,682,770</u>	<u>2,918,473</u>	<u>235,703</u>	<u>2,962,675</u>
Capital Projects	-	-	-	-	-	-	250,000
General ledger adjustment	(116,443)	(27,117)	(36,799)	-	-	-	-
Oper Rsvs & Cap Rplcmt	<u>1,743,882</u>	<u>2,249,639</u>	<u>2,671,674</u>	<u>2,682,770</u>	<u>2,918,473</u>	<u>235,703</u>	<u>2,712,675</u>

Information Technology Group

Cable Television Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	5 Year Total
Revenues:						
Fund Charges	814,139	838,563	863,720	889,632	916,321	4,322,375
Franchise	430,000	442,900	456,187	469,873	483,969	2,282,928
Miscellaneous	-	-	-	-	-	-
Transfer In	-	-	-	-	-	-
Total Revenues	<u>1,244,139</u>	<u>1,281,463</u>	<u>1,319,907</u>	<u>1,359,504</u>	<u>1,400,289</u>	<u>6,605,303</u>
Operating Expenses:						
Personnel services	573,734	590,946	608,674	626,935	645,743	3,046,032
Materials and supplies	55,585	57,253	58,970	60,739	62,561	295,108
Contractual services	157,910	162,647	167,527	172,553	177,729	838,366
Internal services	412,708	425,089	437,842	450,977	464,506	2,191,123
Depreciation	25,389	26,151	26,935	27,743	28,576	134,794
Other Miscellaneous	-	-	-	-	-	-
Operating Expenses	<u>1,225,326</u>	<u>1,262,086</u>	<u>1,299,948</u>	<u>1,338,947</u>	<u>1,379,115</u>	<u>6,505,422</u>
Net from operations	18,813	19,377	19,959	20,557	21,174	99,881
Plus Beginning Cash	2,918,473	2,712,675	2,758,203	2,805,096	2,853,397	2,918,473
Capital Contribution	<u>25,389</u>	<u>26,151</u>	<u>26,935</u>	<u>27,743</u>	<u>28,576</u>	<u>134,794</u>
Cash Available	2,962,675	2,758,203	2,805,096	2,853,397	2,903,147	3,153,147
Capital Projects	250,000	-	-	-	-	250,000
General ledger adjustment	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>2,712,675</u>	<u>2,758,203</u>	<u>2,805,096</u>	<u>2,853,397</u>	<u>2,903,147</u>	<u>2,903,147</u>

Information Technology Group

Reprographics/Graphics Fund

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
02/03	03/04	04/05	05/06	05/06	Better/ (Worse)	06/07	
Revenues:							
Fund Charges	1,118,300	1,155,722	1,263,190	1,523,902	1,553,359	29,457	2,008,058
Interest	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Transfer In	-	-	-	-	-	-	-
Total Revenues	1,118,300	1,155,722	1,263,190	1,523,902	1,553,359	29,457	2,008,058
Operating Expenses:							
Personnel services	339,913	337,710	335,600	596,975	606,195	(9,220)	671,939
Materials and supplies	111,446	104,897	96,925	113,960	176,031	(62,071)	125,111
Contractual services	385,712	465,981	549,220	412,711	755,287	(342,576)	761,827
Internal services	107,648	106,927	104,436	387,187	387,187	-	422,009
Depreciation	7,150	6,824	3,908	2,020	2,020	-	2,091
Other Miscellaneous	-	-	-	-	-	-	-
Operating Expenses	951,868	1,022,338	1,090,088	1,512,853	1,926,719	(413,866)	1,982,977
Net from operations	166,432	133,384	173,102	11,049	(373,361)	(384,410)	25,081
Plus Beginning Cash	-	681,705	984,572	1,138,109	1,138,109	-	766,768
Capital Contribution	7,150	6,824	3,908	2,020	2,020	-	2,091
Cash Available	173,582	821,913	1,161,581	1,151,178	766,768	(384,410)	793,940
Capital Projects	-	-	-	-	-	-	-
General ledger adjustment	508,123	162,659	(23,472)	-	-	-	-
Oper Rsvs & Cap Rplcmnt	681,705	984,572	1,138,109	1,151,178	766,768	(384,410)	793,940

Self Insurance Internal Service Fund

LIABILITY SELF-INSURANCE INTERNAL SERVICE FUND

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
	02/03	03/04	04/05	05/06	05/06	Better/ (Worse)	06/07
Revenues:							
Fund Charges	3,073,802	3,705,200	3,816,355	3,889,832	3,889,793	(39)	4,362,304
Miscellaneous	448	-	329,918	-	206,804	206,804	-
Total Revenues	<u>3,074,250</u>	<u>3,705,200</u>	<u>4,146,273</u>	<u>3,889,832</u>	<u>4,096,598</u>	<u>206,766</u>	<u>4,362,304</u>
Operating Expenses:							
Personnel services	-	-	-	140,510	107,350	33,160	107,580
Materials and supplies	-	-	-	-	-	-	1,700
Contractual services							
Insurance premiums	1,232,427	634,178	1,450,915	1,624,561	1,993,032	(368,471)	2,400,000
Contractual services	193,100	898,624	67,483	279,353	203	279,150	140,288
Legal Fees	2,809,800	1,909,023	(339,827)	1,255,740	1,327,654	(71,914)	1,450,000
Internal services	-	-	-	66,463	64,840	1,623	136,800
Claims	657,730	392,083	841,844	550,000	295,952	254,048	750,000
Operating Expenses	<u>4,893,057</u>	<u>3,833,908</u>	<u>2,020,415</u>	<u>3,916,627</u>	<u>3,789,031</u>	<u>127,596</u>	<u>4,986,368</u>
Net from operations	(1,818,806)	(128,709)	2,125,857	(26,795)	307,566	334,361	(624,064)
Plus Beginning Cash	<u>4,352,750</u>	<u>4,661,741</u>	<u>4,409,722</u>	<u>4,918,998</u>	<u>4,918,998</u>	-	<u>5,226,564</u>
Cash Available	2,533,944	4,533,033	6,535,579	4,892,203	5,226,564	334,361	4,602,500
Capital Projects	154,369	384,053	124,203	200,000	200,000	-	200,000
Transfers Out	-	-	-	-	-	-	-
General ledger adjustment	<u>2,282,166</u>	<u>260,742</u>	<u>(1,492,379)</u>	-	-	-	-
Operating Reserves	<u>4,661,741</u>	<u>4,409,722</u>	<u>4,918,998</u>	<u>4,892,203</u>	<u>5,226,564</u>	<u>334,361</u>	<u>4,402,500</u>
Outstanding Claims	<u>4,269,637</u>	<u>4,495,563</u>	<u>2,907,769</u>	-	-	-	-

Self Insurance Internal Service Fund

WORKERS' COMPENSATION SELF-INSURANCE INTERNAL SERVICE FUND

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
	02/03	03/04	04/05	05/06	05/06	Better/ (Worse)	06/07
Revenues:							
Fund Charges	2,113,327	2,808,900	3,291,512	3,626,398	3,625,964	(434)	4,020,756
Transfer In	-	-	-	-	-	-	-
Total Revenues	<u>2,113,327</u>	<u>2,808,900</u>	<u>3,291,512</u>	<u>3,626,398</u>	<u>3,625,964</u>	<u>(434)</u>	<u>4,020,756</u>
Operating Expenses:							
Personnel services	-	-	-	148,558	115,662	32,896	107,602
Materials and supplies	-	-	-	852	852	-	900
Contractual services							
Insurance premiums	-	-	-	272,523	272,523	-	475,000
Contractual services	218,584	219,590	277,627	255,431	296,682	(41,251)	309,915
Internal services	-	-	-	86,690	84,489	2,201	106,996
Claims	2,824,189	1,656,259	1,910,937	2,904,000	1,440,076	1,463,924	3,045,000
Mitigation	-	-	-	-	-	-	-
Operating Expenses	<u>3,042,773</u>	<u>1,875,849</u>	<u>2,188,565</u>	<u>3,668,054</u>	<u>2,210,284</u>	<u>1,457,770</u>	<u>4,045,413</u>
Net from operations	(929,446)	933,050	1,102,948	(41,656)	1,415,680	1,457,336	(24,657)
Plus Beginning Cash	<u>5,480,558</u>	<u>5,873,348</u>	<u>6,774,216</u>	<u>7,999,384</u>	<u>7,999,384</u>	-	<u>9,415,064</u>
Cash Available	4,551,112	6,806,398	7,877,164	7,957,728	9,415,064	1,457,336	9,390,407
Transfers Out	-	-	-	-	-	-	-
General ledger adjustment	<u>1,322,236</u>	<u>(32,182)</u>	<u>122,220</u>	-	-	-	-
Operating Reserves	<u>5,873,348</u>	<u>6,774,216</u>	<u>7,999,384</u>	<u>7,957,728</u>	<u>9,415,064</u>	<u>1,457,336</u>	<u>9,390,407</u>
Outstanding Claims	<u>6,253,292</u>	<u>6,217,543</u>	<u>6,460,482</u>	-	-	-	-

Self Insurance Internal Service Fund

EMPLOYEE BENEFITS INTERNAL SERVICE FUND

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year 02/03	Fiscal Year 03/04	Fiscal Year 04/05	Fiscal Year 05/06	Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Fiscal Year 06/07
Revenues:							
Fund Charges	9,806,157	10,092,392	9,183,743	-	6,898,170	(6,898,170)	-
Transfer In	-	-	-	-	-	-	-
Total Revenues	<u>9,806,157</u>	<u>10,092,392</u>	<u>9,183,743</u>	<u>-</u>	<u>6,898,170</u>	<u>(6,898,170)</u>	<u>-</u>
Operating Expenses:							
Compensated Absences	1,225,237	875,069	1,697,292	-	-	-	-
Professional Consulting	8,750,660	9,530,894	9,183,743	-	6,898,170	(6,898,170)	-
Miscellaneous	640	661	-	-	-	-	-
Operating Expenses	<u>9,976,537</u>	<u>10,406,624</u>	<u>10,881,034</u>	<u>-</u>	<u>6,898,170</u>	<u>(6,898,170)</u>	<u>-</u>
Net from operations	(170,380)	(314,232)	(1,697,292)	-	-	-	-
Plus Beginning Cash	<u>9,523,932</u>	<u>9,953,673</u>	<u>10,091,337</u>	<u>10,341,851</u>	<u>10,341,851</u>	<u>-</u>	<u>10,341,851</u>
Cash Available	9,353,552	9,639,441	8,394,045	10,341,851	10,341,851	-	10,341,851
Transfers Out	-	-	-	-	-	-	-
General ledger adjustment	<u>600,121</u>	<u>451,896</u>	<u>1,947,806</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Operating Reserves	<u>9,953,673</u>	<u>10,091,337</u>	<u>10,341,851</u>	<u>10,341,851</u>	<u>10,341,851</u>	<u>-</u>	<u>10,341,851</u>
Outstanding Claims	<u>9,469,238</u>	<u>9,878,445</u>	<u>11,575,737</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Capital Assets Internal Service Fund

	Historical			Current Trends			
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year	Fiscal Year	Fiscal Year				
02/03	03/04	04/05	05/06	05/06	Better/ (Worse)	06/07	
Revenues:							
Fund Charges	18,896,026	20,260,424	20,059,493	25,545,517	25,993,927	448,410	27,608,115
Interest	1,259,083	284,065	1,029,778	688,630	977,058	288,428	1,162,500
Miscellaneous	139,387	2,272,498	2,701,761	44,202	687,060	642,858	45,749
IT Loan Interest Repay	47,619	30,166	18,315	19,558	9,779	(9,779)	-
Radio Interest Repay	-	-	-	415,000	415,000	-	373,250
T-Lot Loan Interest Repay	-	-	-	-	-	-	-
Grants	-	653,780	-	-	888,300	888,300	420,000
Transfers In	-	158,035	64,723	2,000,000	2,000,000	-	646,540
Total Revenues	20,342,115	23,658,968	23,874,071	28,712,907	30,971,124	2,258,217	30,256,154
Operating Expenses:							
Personnel services	2,026,184	2,236,870	2,654,352	2,752,502	2,915,958	(163,456)	3,229,571
Materials and supplies	744,596	857,306	943,430	1,044,546	1,028,296	16,250	1,380,302
Contractual services	2,216,790	2,355,172	2,695,418	2,622,628	2,101,982	520,646	3,150,188
Internal services	1,857,121	2,017,731	2,171,342	2,971,444	3,554,617	(583,173)	3,672,091
Depreciation	6,066,020	6,139,149	5,688,558	5,608,870	5,608,870	-	5,792,942
Debt Service Interest	5,920,471	5,733,616	5,589,777	5,425,876	5,425,876	-	5,229,132
New DS Interest	-	-	-	-	-	-	1,155,000
Other Miscellaneous	31,832	41,028	252,939	283,024	-	283,024	283,024
Operating Expenses	18,863,014	19,380,872	19,995,816	20,708,890	20,635,599	73,291	23,892,250
Net from operations	1,479,102	4,278,096	3,878,255	8,004,017	10,335,525	2,331,508	6,363,904
Plus Beginning Cash	19,307,476	41,333,150	42,763,216	47,908,576	47,908,576	-	9,068,465
Plus Bond or Other Financing	-	-	-	21,000,000	-	(21,000,000)	21,000,000
Plus IT Principal Repay	330,000	330,000	330,000	330,000	330,000	-	-
Radio Principal Repay	-	-	-	835,000	835,000	(0)	1,061,154
T-Lot Principal Repay	-	-	-	-	-	-	-
Capital Contribution	6,066,020	6,139,149	5,688,558	5,608,870	5,608,870	-	5,792,942
Cash Available	27,182,598	52,080,395	52,660,029	83,686,463	65,017,971	(18,668,492)	43,286,465
Capital Outlay & Projects	2,327,504	963,916	2,592,587	34,906,291	12,616,254	22,290,037	30,440,000
Debt Service Principal	1,848,570	4,044,608	4,472,298	4,654,193	4,654,193	-	4,820,861
New DS Principal	-	-	-	-	-	-	347,688
School District	344,001	-	-	2,379,059	2,379,059	-	-
Transfer Out	-	-	-	-	-	-	-
Loan for Radios	-	-	-	8,300,000	8,300,000	-	-
Loan for T-Lot Devel.	-	-	-	28,000,000	28,000,000	-	-
General ledger adjustment	18,670,627	(4,308,655)	2,313,433	-	-	-	-
Oper Rsvs & Cap Rplcmnt	41,333,150	42,763,216	47,908,576	5,446,920	9,068,465	(40,958,529)	7,677,916

Capital Assets Internal Service Fund

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	5 Year Total
Revenues:						
Fund Charges	27,608,115	28,436,358	29,289,449	30,168,133	31,073,177	146,575,231
Interest	1,162,500	230,337	188,092	262,241	485,349	2,328,519
Miscellaneous	45,749	47,121	48,535	49,991	51,491	242,888
IT Loan Interest Repay	-	-	-	-	-	-
Radio Interest Repay	373,250	320,192	264,482	205,986	144,565	1,308,474
T-Lot Loan Interest Repay	-	-	2,000,907	1,946,513	1,888,856	5,836,276
Grants	420,000	195,000	195,000	-	-	810,000
Transfers In	646,540	2,000,000	2,000,000	-	2,000,000	6,646,540
Total Revenues	<u>30,256,154</u>	<u>31,229,010</u>	<u>33,986,465</u>	<u>32,632,864</u>	<u>35,643,436</u>	<u>163,747,928</u>
Operating Expenses:						
Personnel services	3,229,571	3,326,458	3,426,252	3,529,039	3,634,911	17,146,231
Materials and supplies	1,380,302	1,421,711	1,464,362	1,508,293	1,553,542	7,328,211
Contractual services	3,150,188	3,244,694	3,342,034	3,442,295	3,545,564	16,724,776
Internal services	3,672,091	3,782,254	3,895,721	4,012,593	4,132,971	19,495,630
Depreciation	5,792,942	5,966,730	6,145,732	6,330,104	6,520,007	30,755,516
Debt Service Interest	5,229,132	5,036,298	4,807,667	4,499,966	4,186,335	23,759,398
New DS Interest	1,155,000	1,137,616	1,119,362	1,100,196	1,080,071	5,592,244
Other Miscellaneous	283,024	291,515	300,260	309,268	318,546	1,502,613
Operating Expenses	<u>23,892,250</u>	<u>24,207,275</u>	<u>24,501,391</u>	<u>24,731,755</u>	<u>24,971,947</u>	<u>122,304,618</u>
Net from operations	6,363,904	7,021,734	9,485,074	7,901,109	10,671,489	41,443,310
Plus Beginning Cash	9,068,465	7,677,916	6,269,741	8,741,371	16,178,287	9,068,465
Plus Bond or Other Financing	21,000,000	-	-	-	-	21,000,000
IT Principal Repay	-	-	-	-	-	-
Radio Principal Repay	1,061,154	1,114,212	1,169,923	1,228,419	1,289,840	5,863,548
T-Lot Principal Repay	-	-	906,563	960,957	1,018,614	2,886,133
Capital Contribution	5,792,942	5,966,730	6,145,732	6,330,104	6,520,007	30,755,516
Cash Available	<u>43,286,465</u>	<u>21,780,593</u>	<u>23,977,033</u>	<u>25,161,960</u>	<u>35,678,238</u>	<u>111,016,972</u>
Capital Outlay & Projects	30,440,000	9,430,000	8,815,000	2,260,000	1,850,000	52,795,000
Debt Service Principal	4,820,861	5,715,779	6,037,335	6,321,180	5,326,031	28,221,186
New DS PrincipaL	347,688	365,073	383,326	402,492	422,617	1,921,197
School District	-	-	-	-	-	-
Transfer Out	-	-	-	-	-	-
Loan for Radios	-	-	-	-	-	-
Loan for T-Lot Devel.	-	-	-	-	-	-
General ledger adjustment	-	-	-	-	-	-
Oper Rsvs & Cap Rplcmnt	<u>7,677,916</u>	<u>6,269,741</u>	<u>8,741,371</u>	<u>16,178,287</u>	<u>28,079,589</u>	<u>28,079,589</u>

Policy, Administration & Legal

	Current Trends						
	Actual	Actual	Actual	Budgeted	Projected	Difference	Adopted
	Fiscal Year 02/03	Fiscal Year 03/04	Fiscal Year 04/05	Fiscal Year 05/06	Fiscal Year 05/06	Bud/Pjt Better/ (Worse)	Fiscal Year 06/07
Revenues:							
Fund Charges	-	-	-	19,075,129	19,075,129	(0)	22,948,656
Interest	-	-	-	-	-	-	-
Miscellaneous	-	-	-	15,368	72,424	57,056	15,906
Transfer In	-	-	-	-	-	-	-
Total Revenues	-	-	-	19,090,497	19,147,553	57,056	22,964,562
Operating Expenses:							
Personnel services	-	-	-	8,214,100	8,760,407	(546,307)	10,125,313
Materials and supplies	-	-	-	144,409	178,609	(34,200)	279,510
Contractual services	-	-	-	5,126,270	4,455,634	670,635	5,488,016
Internal services	-	-	-	5,556,931	5,556,931	-	6,385,761
Depreciation	-	-	-	-	-	-	-
Other Miscellaneous	-	-	-	515,450	515,450	-	563,000
Operating Expenses	-	-	-	19,557,160	19,467,031	90,129	22,841,600
Net from operations	-	-	-	(466,663)	(319,478)	147,185	122,962
Plus Beginning Cash	-	-	-	-	-	-	(319,478)
Capital Contribution	-	-	-	-	-	-	-
Cash Available	-	-	-	(466,663)	(319,478)	147,185	(196,516)
Capital Projects	-	-	-	-	-	-	-
General ledger adjustment	-	-	-	-	-	-	-
Operating Reserves	-	-	-	(466,663)	(319,478)	147,185	(196,516)

Policy, Administration & Legal

	Adopted Fiscal Year 06/07	Projected Fiscal Year 07/08	Projected Fiscal Year 08/09	Projected Fiscal Year 09/10	Projected Fiscal Year 10/11	5 Year Total
Revenues:						
Fund Charges	22,948,656	23,837,116	24,552,229	25,288,796	26,047,460	122,674,258
Interest	-	-	-	-	-	-
Miscellaneous	15,906	16,383	16,875	17,381	17,902	84,447
Transfer In	-	-	-	-	-	-
Total Revenues	<u>22,964,562</u>	<u>23,853,499</u>	<u>24,569,104</u>	<u>25,306,177</u>	<u>26,065,362</u>	<u>122,758,705</u>
Operating Expenses:						
Personnel services	10,125,313	10,429,072	10,741,945	11,064,203	11,396,129	53,756,662
Materials and supplies	279,510	287,895	296,532	305,428	314,591	1,483,957
Contractual services	5,488,016	5,652,656	5,822,236	5,996,903	6,176,810	29,136,622
Internal services	6,385,761	6,577,334	6,774,654	6,977,893	7,187,230	33,902,872
Depreciation	-	-	-	-	-	-
Other Miscellaneous	563,000	579,890	597,287	615,205	633,661	2,989,043
Operating Expenses	<u>22,841,600</u>	<u>23,526,848</u>	<u>24,232,653</u>	<u>24,959,633</u>	<u>25,708,422</u>	<u>121,269,157</u>
Net from operations	122,962	326,651	336,451	346,544	356,940	1,489,548
Plus Beginning Cash	(319,478)	(196,516)	130,135	466,586	813,130	(319,478)
Capital Contribution	-	-	-	-	-	-
Cash Available	<u>(196,516)</u>	<u>130,135</u>	<u>466,586</u>	<u>813,130</u>	<u>1,170,070</u>	<u>1,170,070</u>
Capital Projects	-	-	-	-	-	-
General ledger adjustment	-	-	-	-	-	-
Operating Reserves	<u>(196,516)</u>	<u>130,135</u>	<u>466,586</u>	<u>813,130</u>	<u>1,170,070</u>	<u>1,170,070</u>



City of Beverly Hills



Policy & Management Adopted Budget



POLICY & MANAGEMENT

DEPARTMENT MISSION

Policy and Management provides overall direction and support for the implementation of City Council policy. Through strong leadership and professional management, the Department ensures that City initiatives and operations are effective and cost efficient. The Department sets the highest standard for the development, coordination, and implementation of municipal programs to meet the short and long-term needs of the community.

DEPARTMENT GOALS

- Ensure City Council's goals and objectives are achieved in a timely manner
- Strengthen the employees', residents', and business community's ability to prepare for, mitigate against, respond to, and recover from an emergency or disaster
- Develop strategies for effective internal and external communication
- Support the city's economic vitality by developing and coordinating programs that sustain and enhance the city as a premiere destination for business and leisure visitors

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	4,325,909	5,370,978	24.16%

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Expenditures	4,339,310	5,334,505	22.93%

POLICY & MANAGEMENT

DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions	21.00

Part Time Positions	2006/07 Budget
Total Part Time Positions	2.00

DEPARTMENT ORGANIZATION CHART





POLICY & MANAGEMENT

City Council and Administrative Support

Program: 4800101

Description

Provides support for the City Council and the operation of the City. Responsibilities of the City Council include enacting legislation, approving City programs, adopting the City's budgets, and establishing the City's legislative agenda. The City Manager's Office is responsible for implementing the policy direction of the City Council, overseeing the management of the organization, facilitating responses to citizen inquiries, leading the City's development of policy recommendations, overseeing the implementation of the Council's legislative agenda, and proposing prudent fiscal plans and budgets.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Implement state-of-the-art first-line supervisor training program
- Reward innovation through an employee recognition program
- Conduct internal customer satisfaction survey

City Initiative #2: Communications and Outreach

- Promote the City's interests at the State and Federal levels to secure grant funding of critical homeland security and transportation projects

City Initiative #3: Community Reinvestment

- Facilitate and oversee implementation of Capital Improvement Program

City Initiative #4: Improving Services and Results

- Implement Department Head performance-based pay program
- Assist Public Works Department with restructuring efforts

POLICY & MANAGEMENT

City Council and Administrative Support

Program Staffing

Full Time Positions	2006/07 Budget
CITY MANAGER	1.00
DEPUTY CITY MANAGER	0.80
DIR/COMMUNICATION & MKTG	0.20
ASSISTANT CITY MANAGER	1.00
COMMUNITY OUTREACH MANAGE	0.15
PROJECT MANAGER	0.10
DIRECTOR ECONOMIC DEV & M	0.15
ADMINISTRATIVE SECRETARY	2.00
SECRETARY	1.10
COUNCILMEMBER	5.00
OFFICE MANAGER	1.00
CITY TREASURER	1.00
Total Program Full Time Positions	13.50

Part Time Positions	2006/07 Budget
MANAGEMENT INTERN	1.00
ADMINISTRATIVE INTERN	1.00
Total Program Part Time Positions	2.00

POLICY & MANAGEMENT

City Council and Administrative Support

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	2,682,377	3,096,479	15.44%
Total Revenues	2,682,377	3,096,479	
Expenditures			
SALARIES & BENEFITS	1,118,503	1,461,766	30.69%
MATERIALS & SUPPLIES	50,355	49,704	-1.29%
CONTRACTUAL SVCS	345,228	446,724	29.40%
CAPITAL OUTLAY	0	0	--
INTERNAL SVC FUND CHARGES	1,153,512	1,101,379	-4.52%
OTHER CONTRACTUAL SVCS	36,445	36,907	1.27%
Total Expenses	2,704,043	3,096,479	

* See *Glossary* for definition of accounts for revenue and expenditure category.



POLICY & MANAGEMENT

City Marketing and Promotion

Program: 4808301

Description

Responsible for developing and consistently communicating accurate key messages within the City organization, community, media, and public-at-large regarding City operations, issues, programs, and projects. Areas of charge include production of quarterly community newsletter and monthly news program, press releases, media relations, oversight of the City website and intranet, licensing of the Beverly Hills Shield trademark, and promotion of special events and City programs.

2006/07 Work Plan

City Initiative # 2: Communications and Outreach

- Adopt and implement the Communications Plan developed during Fiscal Year 2005/06
- Develop a branding program and begin marketing City merchandise
- Redesign and enhance navigation of City's website and intranet
- Enhance holiday marketing and decorations programs: a joint venture of the Office of Communications and Marketing and Economic Development
- Provide internal communication consulting services to City departments
- Expand and further develop relationships with the media
- Create new City Commission manual

POLICY & MANAGEMENT

City Marketing and Promotion

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY CITY MANAGER	0.70
DIR/COMMUNICATION & MKTG	0.60
COMMUNITY OUTREACH MANAGE	0.70
PROJECT MANAGER	0.05
DIRECTOR ECONOMIC DEV & M	0.15
SECRETARY	0.80
WEB COORDINATOR	0.95
Total Program Full Time Positions	3.95

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	653,263	1,055,649	61.60%
Total Revenues	653,263	1,055,649	
Expenditures			
SALARIES & BENEFITS	308,287	572,295	85.64%
MATERIALS & SUPPLIES	3,385	4,351	28.53%
CONTRACTUAL SVCS	131,331	135,080	2.85%
CAPITAL OUTLAY	0	0	--
INTERNAL SVC FUND CHARGES	195,801	335,792	71.50%
OTHER CONTRACTUAL SVCS	8,029	8,131	1.27%
Total Expenses	646,833	1,055,649	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Economic Development

Program: 4801101

Description

Responsible for development and coordination of programs that help secure the economic vitality of the City, including: economic development and marketing projects managed by the City's key partners; projects aimed at retention and recruitment of core businesses; development of good relationships with the City's business community; enhancement of City-owned assets; facilitation of major development projects; and facilitation of cross-departmental programs affecting economic development.

2006/07 Work Plan

City Initiative #2: Communications and Outreach

- Develop business retention plan for core businesses; enhance New York mission; research elements for an attraction plan for key industries
- Develop annual economic profile and related studies
- Enhance holiday program--coordinate with partners and internal groups
- Coordinate City's sponsorship role in Bon Appetit food festival

City Initiative #3: Community Reinvestment

- Coordinate major City development programs
- Complete implementation of Urban Design
- Review parking development opportunities, rates and needs
- Assist Community Development Department in completion of Economic Development Report for General Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Coordinate major private/public development projects--Montage Hotel project; 9200 Wilshire; Robinson's/Hilton sites; and other major projects

POLICY & MANAGEMENT

Economic Development

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY CITY MANAGER	0.50
DIR/COMMUNICATION & MKTG	0.10
COMMUNITY OUTREACH MANAGE	0.05
PROJECT MANAGER	0.85
DIRECTOR ECONOMIC DEV & M	0.70
Total Program Full Time Positions	2.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	627,875	685,621	9.20%
Total Revenues	627,875	685,621	
Expenditures			
SALARIES & BENEFITS	340,077	386,707	13.71%
MATERIALS & SUPPLIES	2,522	2,610	3.50%
CONTRACTUAL SVCS	102,891	106,492	3.50%
INTERNAL SVC FUND CHARGES	180,353	152,211	-15.60%
OTHER CONTRACTUAL SVCS	1,113	1,127	1.27%
Total Expenses	626,956	649,147	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICY & MANAGEMENT

Emergency Management

Program: 4804101

Description

Responsible for activities, programs, training and exercises that will strengthen the City's ability to prepare for, takes mitigation measures against, and is able to respond to and recover from an emergency or disaster. This includes providing community and employee disaster preparedness training and education programs; promoting City department coordination and readiness; and interfacing with community groups, such as the Beverly Hills Unified School District, as well as with local, State, and Federal agencies.

2006/07 Work Plan

City Initiative #2: Communications and Outreach

- Expand emergency preparedness in the community by implementing a city-wide disaster preparedness education campaign

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Update City's disaster plan to incorporate the National Incident Management System and other changes, and submit to City Council for approval
- Complete training of all staff in compliance with National Incident Management System requirements
- Study the relocation and the upgrade of the Emergency Operations Center
- Replenish supply containers available for both members of the community and staff in the aftermath of a disaster
- Develop and complete city-wide Municipal Emergency Management System (MEMS) including emergency management trainings and city-wide disaster exercises
- Complete volunteer manual to assist in the coordination of all Citizen Corps participants

POLICY & MANAGEMENT

Emergency Management

Program Staffing

Full Time Positions	2006/07 Budget
DIR/EMERGENCY MANAGEMENT	1.00
DIR/COMMUNICATION & MKTG	0.10
COMMUNITY OUTREACH MANAGE	0.10
SECRETARY	0.10
WEB COORDINATOR	0.05
Total Program Full Time Positions	1.35

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	362,395	533,230	47.14%
Total Revenues	362,395	533,230	
Expenditures			
SALARIES & BENEFITS	178,169	205,697	15.45%
MATERIALS & SUPPLIES	10,287	27,647	168.76%
CONTRACTUAL SVCS	47,000	46,645	-0.76%
CAPITAL OUTLAY	15,450	63,000	307.77%
INTERNAL SVC FUND CHARGES	107,307	186,935	74.21%
OTHER CONTRACTUAL SVCS	3,265	3,306	1.27%
Total Expenses	361,478	533,230	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



City Attorney Adopted Budget



CITY ATTORNEY'S OFFICE

DEPARTMENT MISSION

The mission of the City Attorney's Office is to provide high quality legal services for the City Council, City Officials, Departments, Boards and Commissions in the conduct of City business; to represent the City before judicial and administrative proceedings; and to prosecute Municipal Code violations occurring in the City.

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	2,891,571	3,010,112	4.10%

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Expenditures	2,891,571	3,001,714	3.81%

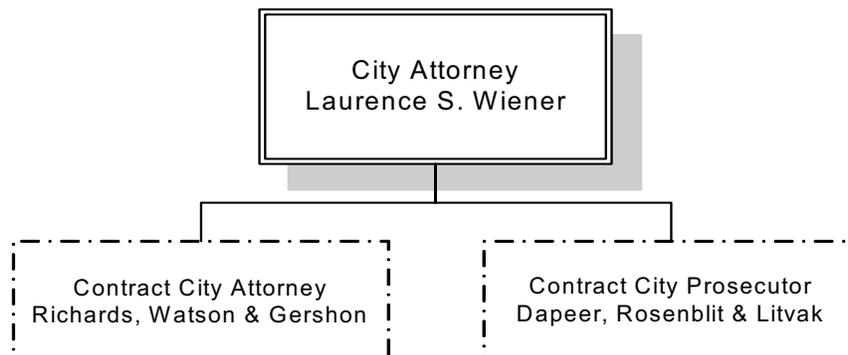
DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions*	0.00

Part Time Positions	2006/07 Budget
Total Part Time Positions*	0.00

*The City Attorney's office is staffed by employees of contracted legal firms.

DEPARTMENT ORGANIZATION CHART



CITY ATTORNEY'S OFFICE

Legal - Code Enforcement

Program: 4800502

Description

To provide legal services to enforce the Beverly Hills Municipal Code.

2006/07 Work Plan

Section intentionally left blank.

CITY ATTORNEY'S OFFICE

Legal - Code Enforcement

Program Staffing

The City Attorney's office is staffed by employees of contracted legal firms.

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SERVICES FUND RECEIPTS	305,187	358,871	17.59%
Total Revenues	305,187	358,871	
Expenditures			
CONTRACTUAL SERVICES	300,000	310,500	3.50%
INTERNAL SERVICE FUND CHARGES	1,932	44,471	2201.83%
OTHER CONTRACTUAL SERVICES	3,255	3,276	0.66%
Total Expenses	305,187	358,248	

* See *Glossary* for definition of accounts for revenue and expenditure category.

CITY ATTORNEY'S OFFICE

Legal Services - General & Litigation

Program: 4800501

Description

To provide legal advice and representation to the City Council, officers, employees and various departments in matters of law pertaining to their offices. This includes, but is not limited to, preparation and review of agreements, ordinances, resolutions and other legal documents.

To provide legal representation of the City, its officers and employees in all litigation matters initiated against the City or initiated by the City.

2006/07 Work Plan

Section intentionally left blank.

CITY ATTORNEY'S OFFICE

Legal Services - General & Litigation

Program Staffing

The City Attorney's office is staffed by employees of contracted legal firms.

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SERVICES FUND RECEIPTS	2,586,384	2,651,241	2.51%
Total Revenues	2,586,384	2,651,241	
Expenditures			
MATERIALS & SUPPLIES	20,750	21,476	3.50%
CONTRACTUAL SERVICES	2,467,225	2,553,578	3.50%
INTERNAL SERVICE FUND CHARGES	84,532	54,444	-35.59%
OTHER CONTRACTUAL SERVICES	13,877	13,968	0.66%
Total Expenses	2,586,384	2,643,467	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



City Clerk Adopted Budget



CITY CLERK

DEPARTMENT MISSION

The City Clerk is appointed by the City Council and serves at its pleasure. The primary role of the City Clerk's Office is to serve as clerk to the City Council and custodian of the City records. The mission of the City Clerk's Office is to administer general and special municipal elections with integrity and efficiency, and provide quality service to the City Council, City departments, community-at-large, and general public.

DEPARTMENT GOALS

- To successfully conduct the March 2007 General Municipal Election
- To assess and update the city-wide records management program and create a 3-5 year action plan
- To complete ePacket training
- To create a succession plan for the City Clerk's Office
- Reorganize/restructure department to accurately reflect the office workflow

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	11,400	22,930	101.14%

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Expenditures	1,068,611	1,315,227	23.08%

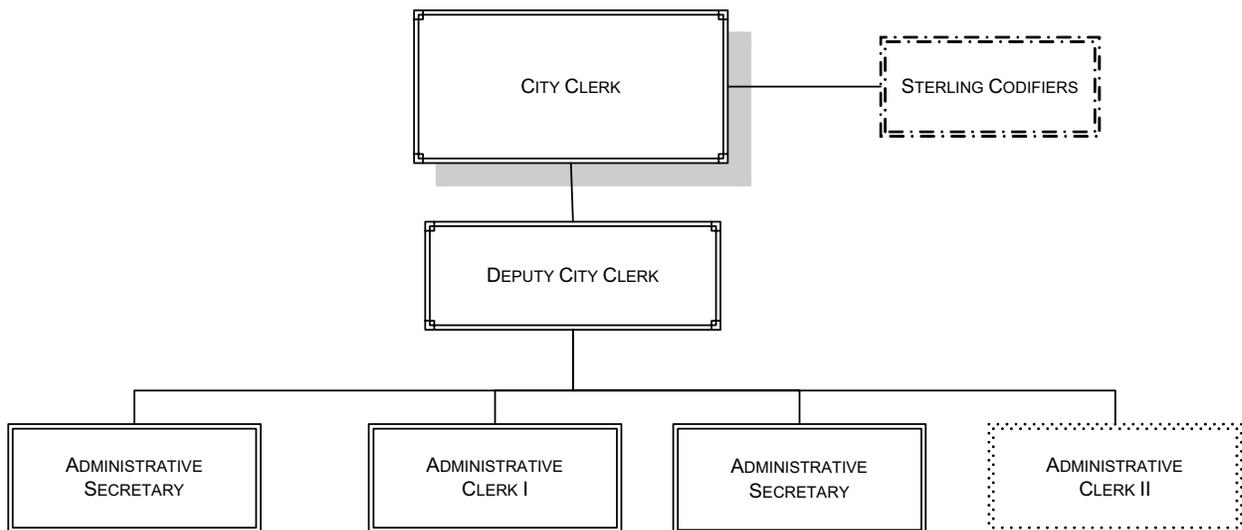
CITY CLERK

DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions	5.00

Part Time Positions	2006/07 Budget
Total Part Time Positions	1.0

DEPARTMENT ORGANIZATION CHART





General Administration

Program: 0101401

Description

Provides support to the City Council, the community, and the City departments. Conducts general municipal elections. Maintains official records, ordinances, resolutions, contracts, minutes of all proceedings, and other documents for the City. Administers the Commission appointment process; acts as the filing officer for all reports under State Political Reform Act; and accepts claims and legal process against the City.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Hire a part-time staff person to assist with general municipal elections and backlog administrative work
- Change over from interim e-tickler system to a new citywide system for contracts and establish a "read only" access for citywide use

City Initiative #4: Improving Services and Results

- Conduct March 2007 General Municipal Election
- Hire Election Consultant to assist with meeting deadlines and ensure best practices are accomplished
- Increased outreach to the Spanish and Farsi-speaking communities to comply with the Help America Vote Act (HAVA) and the Department of Justice (DOJ) requirements

CITY CLERK

General Administration

Program Staffing

Full Time Positions	2006/07 Budget
CITY CLERK	0.70
ADMINISTRATIVE SECRETARY	1.40
DEPUTY CITY CLERK	0.70
ADMINISTRATIVE CLERK I	0.60
Total Program Full Time Positions	3.40

Part Time Positions	2006/07 Budget
ADMINISTRATIVE CLERK II	1.00
Total Program Part Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
MISCELLANEOUS REVENUES	7,400	21,230	186.89%
Total Revenues	7,400	21,230	
Expenditures			
SALARIES & BENEFITS	255,946	423,322	65.40%
MATERIALS & SUPPLIES	7,124	10,328	44.98%
CONTRACTUAL SVCS	73,207	227,875	211.27%
CAPITAL OUTLAY	464	0	-100.00%
INTERNAL SVC FUND CHARGES	371,579	238,341	-35.86%
OTHER CONTRACTUAL SVCS	8,140	8,190	0.62%
Total Expenses	716,460	908,057	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Public Meetings & Hearings (City Council)

Program: 0101402

Description

Prepares City Council Formal meeting agendas, hearing notices, synopses and minutes. Produces agenda packet material. Fulfills legal processing procedures for resolutions, ordinances, and contracts.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Train all City Clerk Office staff on the new Granicus MediaManager system for recording City Council Informal and Formal meetings and preparation of synopses and minutes

City Initiative #4: Improving Services and Results

- Training all City staff on ePacket and Agenda procedures
- Enforce deadlines for submission of Council Meeting packet material
- Work with Information Technology to complete the integration of ePacket with Granicus for an automated Council packet and video on demand integration solution
- Produce all Council Meeting synopses and minutes in Granicus
- Improve public access to City Council meetings, agendas and packet material on demand via the City's website

Public Meetings & Hearings (City Council)

Program Staffing

Full Time Positions	2006/07 Budget
CITY CLERK	0.30
ADMINISTRATIVE SECRETARY	0.30
DEPUTY CITY CLERK	0.20
ADMINISTRATIVE CLERK I	0.10
Total Program Full Time Positions	0.90

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	185,599	115,113	-37.98%
MATERIALS & SUPPLIES	659	760	15.33%
CONTRACTUAL SVCS	0	128	--
INTERNAL SVC FUND CHARGES	103,394	157,960	52.78%
OTHER CONTRACTUAL SVCS	4,651	4,680	0.62%
Total Expenses	294,303	278,641	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Records Management

Program: 0101403

Description

Plans, directs and oversees the development, implementation and maintenance of records management services. Provides leadership and coaching and coordinates a comprehensive citywide records management program to ensure proper records retention, maintenance and disposition practices are incorporated into all city record-keeping practices. Coordinates with interdepartmental record coordinators and Information Technology's records center. Coordinates research and record retrieval for formal responses to subpoenas, legal discovery and Public Records Act requests.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Develop a comprehensive strategy and action plan for records management citywide
- Determine course of action for department backlog of documents that need to be imaged and stored in new system
- Additional document imaging training for City Clerk staff
- Consult with a Records Management expert to ensure best practices are being met
- Hire the appropriate staff to manage records program

City Initiative #4: Improving Services and Results

- Update retention schedules for all departments
- Continue using Comcate system to process public records requests
- Create a monthly Public Records Request Act requests report for all department heads showing requests received, pending, completed and open.

Records Management

Program Staffing

Full Time Positions	2006/07 Budget
ADMINISTRATIVE SECRETARY	0.30
DEPUTY CITY CLERK	0.10
ADMINISTRATIVE CLERK I	0.30
Total Program Full Time Positions	0.70

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
MISCELLANEOUS REVENUES	4,000	1,700	-57.50%
Total Revenues	4,000	1,700	
Expenditures			
SALARIES & BENEFITS	42,616	75,586	77.37%
MATERIALS & SUPPLIES	165	2,450	1,384.85%
CONTRACTUAL SVCS	0	6,200	--
INTERNAL SVC FUND CHARGES	14,673	43,895	199.15%
OTHER CONTRACTUAL SVCS	395	397	0.62%
Total Expenses	57,849	128,528	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



Administrative Services Adopted Budget



ADMINISTRATIVE SERVICES

DEPARTMENT MISSION

The Administrative Services Department consists of Budget, Finance, Human Resources, Property Management and Risk Management. The mission of Administrative Services is to provide efficient and professional services of the highest quality to all City departments, employees and members of the general public.

DEPARTMENT GOALS

- Continue to identify and examine innovations, best practices and key trends in the area of leadership and succession planning.
- Provide excellent customer service to both internal and external customers.
- Develop financial strategies to support reinvestment in city infrastructure.
- Continue to develop financial and human resources systems and methods to provide more effective and efficient services to the community.
- Continue to be the lead in providing excellent municipal services in Financial, Human Resources, Risk Management and Budget & Management functions.

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	126,188,863	22,732,031	-81.99%

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Expenditures	29,174,825	20,125,588	-31.02%

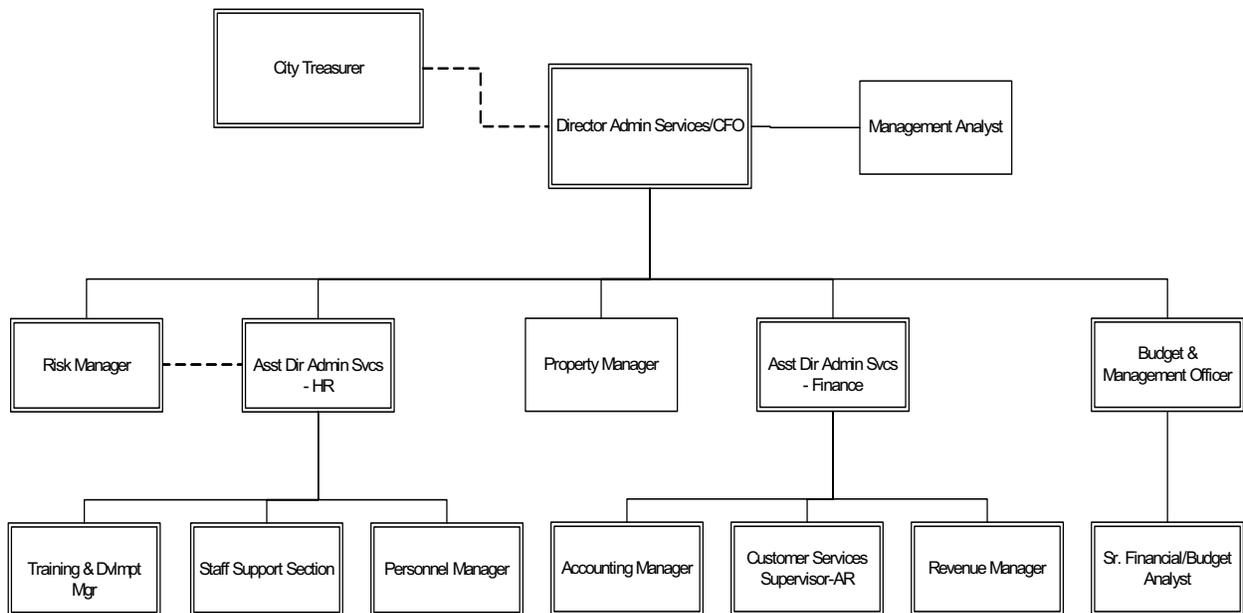
ADMINISTRATIVE SERVICES

DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions	45.00

Part Time Positions	2006/07 Budget
Total Part Time Positions	5.0

DEPARTMENT ORGANIZATION CHART





ADMINISTRATIVE SERVICES

Customer Services - Accounts Receivable

Program: 4801901

Description

Accounts Receivable is responsible for the accounts receivable function of the City including Utility, Monthly and Preferential Parking, False Alarm, Business Permits and Miscellaneous billing including. The services provided include file maintenance, transaction recordation, account billing, late and penalty notices and account collection.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Complete implementation of E-Gov, an online payment processing center that will allow customers to pay their Utility, Monthly and Preferential Parking, False Alarm, Business Permits, Business Tax and Miscellaneous bills on-line through either credit or debit card.

ADMINISTRATIVE SERVICES

Customer Services - Accounts Receivable

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICES SUPV	1.00
CUSTOMER SERVICES SPEC	1.00
CUSTOMER SERVICE REPR	3.00
Total Program Full Time Positions	5.00

Part Time Positions	2006/07 Budget
DATA ENTRY SPECIALIST	1.00
CUSTOMER SERVICE REPR	1.00
Total Program Part Time Positions	2.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	1,489,863	1,292,352	-13.26%
Total Revenues	1,489,863	1,292,352	
Expenditures			
SALARIES & BENEFITS	520,541	430,194	-17.36%
MATERIALS & SUPPLIES	482	450	-6.64%
CONTRACTUAL SVCS	7,282	5,250	-27.90%
INTERNAL SVC FUND CHARGES	453,431	326,479	-28.00%
OTHER CHARGES	500,000	500,000	0.00%
OTHER CONTRACTUAL SVCS	11,880	11,986	0.89%
Total Expenses	1,493,616	1,274,358	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Customer Services - Cashiering

Program: 4801902

Description

Cashiering is responsible for providing cashiering services and posting and processing payments received by the City.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Develop training program for Customer Service Representatives providing Cashiering function.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Develop business plan, policies and procedures for provision of cashiering services to One Stop Business Center.

ADMINISTRATIVE SERVICES

Customer Services - Cashiering

Program Staffing

Full Time Positions	2006/07 Budget
REVENUE MANAGER	0.30
CUSTOMER SERVICE REPR	2.00
Total Program Full Time Positions	2.30

Part Time Positions	2006/07 Budget
DATA ENTRY SPECIALIST	1.00
Total Program Part Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	0	404,452	--
Total Revenues	0	404,452	
Expenditures			
SALARIES & BENEFITS	0	203,944	--
MATERIALS & SUPPLIES	0	1,000	--
CONTRACTUAL SVCS	0	4,000	--
INTERNAL SVC FUND CHARGES	0	177,513	--
OTHER CONTRACTUAL SVCS	0	0	--
Total Expenses	0	386,457	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Finance Administration - Department Administration

Program: 4801701

Description

Department Administration is responsible for the oversight of the Administrative Services Department's activities and staff including all Risk Management, Human Resources, Property Management, Finance and Budget and Management divisions.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Restructure Department organization for improved process efficiency, succession planning, career development, and better customer service
- Review current City Administrative Regulations and begin revising them to bring them up to date with current public administration principles and practices

City Initiative #2: Communications & Outreach

- Develop citizen and/or staff friendly versions of City financial/human resource documents including:
 - Annual Budget
 - Annual Capital Improvement Program
 - Monthly Financial Reports
 - Various Internal Financial-Human Resource Forms

City Initiative #4: Improving Services and Results

- Finish implementation of the Pentamation modules which includes Miscellaneous Revenues, Credit Card Accounts Receivable, and Computerized Time Sheets. Conduct minor modifications to the Budget Module and Purchasing Modules as needed.
- Research the purchase of the Animal Licensing Module for the City's possible take over of this function.
- Continue to identify and develop on-line and off-line financial and human resource systems and methods in support of the City Council's five citywide initiatives.
- Provide resources and support development of one-stop business center to provide more effective and efficient services to the community.

ADMINISTRATIVE SERVICES

Finance Administration - Department Administration

Program Staffing

Full Time Positions	2006/07 Budget
ASST DIR ADMIN SVCS/FIN	1.00
DIR ADMIN SVCS/CFO	1.00
ASST DIR ADMIN SVCS/HR	1.00
MANAGEMENT ANALYST	1.00
Total Program Full Time Positions	4.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	1,026,315	1,111,692	8.32%
Total Revenues	1,026,315	1,111,692	
Expenditures			
SALARIES & BENEFITS	563,714	691,498	22.67%
MATERIALS & SUPPLIES	6,562	1,500	-77.14%
CONTRACTUAL SVCS	163,511	155,500	-4.90%
INTERNAL SVC FUND CHARGES	254,053	234,708	-7.61%
OTHER CONTRACTUAL SVCS	10,398	10,491	0.89%
Total Expenses	998,238	1,093,697	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Finance Administration - Purchasing

Program: 4801703

Description

Responsible for processing purchase orders, processing appropriation requests as well as Council meeting purchasing and appropriation agendas. In addition, Purchasing is responsible for verifying vendor quotes, following Federal and State agency purchasing guidelines, maintaining the master bid list, and planning and conducting training sessions for City staff in regards to City Purchasing Policies. In addition, Purchasing is responsible for coordinating the disposition of surplus property and equipment by auction or other means.

2006/07 Work Plan

City Initiative #1: Community Reinvestment

- Encourage City businesses to be included on the vendor master bid list.

City Initiative #4: Improving Services and Results

- Assist the Beverly Hills Innovation Group in reviewing the current purchasing process, while obtaining feedback from Purchasing users, in order to make the process more efficient.

ADMINISTRATIVE SERVICES

Finance Administration - Purchasing

Program Staffing

Full Time Positions	2006/07 Budget
PURCHASING SPECIALIST	2.00
ACCOUNTING MANAGER	0.33
Total Program Full Time Positions	2.33

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	0	351,504	--
Total Revenues	0	351,504	
Expenditures			
SALARIES & BENEFITS	0	206,885	--
MATERIALS & SUPPLIES	0	850	--
CONTRACTUAL SVCS	0	400	--
INTERNAL SVC FUND CHARGES	0	125,375	--
OTHER CONTRACTUAL SVCS	0	0	--
Total Expenses	0	333,510	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Finance Administration - Revenue Administration

Program: 0101702

Description

Through the use of both City staff and contract services this program is responsible for the administration and collection of the City's major revenues including the direct administration and collection of the City's business and transient occupancy taxes and administration of contracts with the City's code enforcement prosecutor and the City's tax review and audit service providers.

Because the City's 4 major revenues, business, transient occupancy, sales and property taxes represent about 72% of the City's general revenues it is imperative that staff concentrate its efforts on protecting and enhancing these revenues.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Develop training program for Revenue Investigators to improve efficiency of processing time from location of unregistered business to final collection.

City Initiative #2: Communications & Outreach

- Develop new program to better communicate City requirements for registering business activities and paying required tax.

ADMINISTRATIVE SERVICES

Finance Administration - Revenue Administration

Program Staffing

Full Time Positions	2006/07 Budget
REVENUE MANAGER	0.70
REVENUE INVESTIGATOR	2.00
Total Program Full Time Positions	2.70

Part Time Positions	2006/07 Budget
DATA ENTRY SPECIALIST	3.00
Total Program Part Time Positions	3.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
PROPERTY TAX	25,798,772	0	-100.00%
OTHER TAXES	73,840,175	3,979,191	-94.61%
INTERGOVTAL REVENUES	748,044	0	-100.00%
LICENSES & PERMITS	1,071,383	104,863	-90.21%
USE OF MONEY & PROPERTY	6,996,795	655,468	-90.63%
MISCELLANEOUS REVENUES	1,352,708	0	-100.00%
TRANSFERS IN	6,000	0	-100.00%
Total Revenues	109,813,877	4,739,522	
Expenditures			
SALARIES & BENEFITS	-1,831,878	356,117	--
MATERIALS & SUPPLIES	4,374	3,500	-19.98%
CONTRACTUAL SVCS	1,200,001	107,000	-91.08%
INTERNAL SVC FUND CHARGES	3,300,660	293,017	-91.12%
OTHER CONTRACTUAL SVCS	4,946	4,990	0.89%
TRANSFERS OUT	11,707,691	1,000,000	-91.46%
Total Expenses	14,385,794	1,764,625	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

General Accounting - Accounting

Program: 4801601

Description

Responsible for the accurate and fair presentation of the City's financial transactions. This program will continue to apply the most current accounting requirements as imposed by the Governmental Accounting Standards Board, the Financial Accounting Standards Board, the Governmental Finance Officers Association (GFOA) and the California Society of Municipal Finance Officers (CSMFO). Journal entries and allocations are prepared routinely, and the Comprehensive Annual Financial Report (CAFR) is prepared annually. Other types of financial reports are prepared that meet the needs of internal users, regulatory agencies, and other "stake-holders."

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Review the internal control activities through-out the department, including fraud prevention and detection.
- Work with City grant administrators to establish grant account procedures and functions.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Strengthen our preparedness for emergencies by understanding emergency financial procedures as imposed by State and Federal legislation.
- Apply for the GFOA and CSMFO awards for excellence for the City's annual audit.
- Implement GASB 42, *Accounting and Financial Reporting for Impairment of Capital Assets and Insurance Recoveries*; as well as GASB 44, *Economic Condition Reporting: The Statistical Section*.

ADMINISTRATIVE SERVICES

General Accounting - Accounting

Program Staffing

Full Time Positions	2006/07 Budget
PRINCIPAL ACCOUNTANT	2.00
ACCOUNTING MANAGER	0.34
ACCOUNTING TECHNICIAN	1.00
Total Program Full Time Positions	3.34

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	481,320	680,654	41.41%
Total Revenues	481,320	680,654	
Expenditures			
SALARIES & BENEFITS	272,779	366,111	34.22%
MATERIALS & SUPPLIES	140	8,025	5,632.14%
CONTRACTUAL SVCS	2,951	100,000	3,288.68%
CAPITAL OUTLAY	0	0	--
INTERNAL SVC FUND CHARGES	201,178	184,213	-8.43%
OTHER CONTRACTUAL SVCS	4,272	4,310	0.89%
Total Expenses	481,320	662,659	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

General Accounting - Accounts Payable

Program: 4801602

Description

Responsible for processing vendor invoices for timely payment of goods and services. Maintaining an accurate vendor database is an essential function to ensure proper payments. Also responsible for accumulating deposit transmittals from the various City cash register locations.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Be up to date on all accounting requirements that affect the flow of financial information through the processing of vendor invoice payments and cash receipts. This process includes verifying approvals, processing, recording and paying of invoices.
- Re-engineer the accounts payable system to pay completed invoices received by the department within 45 days.

City Initiative #2: Communication and Outreach

- Review and evaluate areas where departmental staff require more training and revise training techniques when needed.

City Initiative #4: Improving Services and Results

- Continue to review internal control activities through-out the department, including fraud prevention and detection.
- Continue to identify and resolve issues/problems communicated by departments, banks, and City employees receiving payments and reimbursements.
- Continue to assist in the annual audit by retrieving auditor requested documents and answering relevant questions posed by the auditor.

ADMINISTRATIVE SERVICES

General Accounting - Accounts Payable

Program Staffing

Full Time Positions	2006/07 Budget
ACCOUNTING MANAGER	0.33
ACCOUNTING TECHNICIAN	3.00
Total Program Full Time Positions	3.33

Part Time Positions	2006/07 Budget
ACCOUNTING TECHNICIAN	1.00
Total Program Part Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	472,291	567,304	20.12%
Total Revenues	472,291	567,304	
Expenditures			
SALARIES & BENEFITS	241,546	337,647	39.79%
MATERIALS & SUPPLIES	140	600	328.57%
CONTRACTUAL SVCS	2,951	2,300	-22.06%
INTERNAL SVC FUND CHARGES	223,699	204,773	-8.46%
OTHER CONTRACTUAL SVCS	3,955	3,990	0.89%
Total Expenses	472,291	549,310	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Human Resources - Administrative Support Staff

Program: 4800406

Description

Provides assistance and support for all programs within the Department of Administrative Services.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Develop standard operating procedures throughout Administrative Services to eliminate duplication and inconsistent processes.
- Update Administrative Services Department filing system.
- Provide day-to-day administrative support for all functions within the Department.
- Work with the City Clerk to implement the citywide records management and imaging program.

ADMINISTRATIVE SERVICES

Human Resources - Administrative Support Staff

Program Staffing

Full Time Positions	2006/07 Budget
ADMIN CLERK II	2.00
ADMINISTRATIVE SECRETARY	2.00
SECRETARY	1.00
Total Program Full Time Positions	5.00

Part Time Positions	2006/07 Budget
DATA ENTRY SPECIALIST	1.00
Total Program Part Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	0	768,608	--
Total Revenues	0	768,608	
Expenditures			
SALARIES & BENEFITS	0	388,417	--
MATERIALS & SUPPLIES	0	12,000	--
CONTRACTUAL SVCS	0	14,000	--
INTERNAL SVC FUND CHARGES	0	336,198	--
Total Expenses	0	750,614	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Human Resources - Employee Outreach and Recognition

Program: 4800405

Description

Outreach programs include social and community awareness and employee enrichment projects. Employee recognition activities involve programs that help promote employee morale and serve to spotlight personnel who make positive contributions to the organization. Serve as liaison to the Employee Enhancement Committee (EEC) in providing various programs to inform, educate, enrich, and spotlight employees throughout the organization.

2006/07 Work Plan

City Initiative #2: Communication and Outreach

- Renew partnership with the Maple Counseling Center to offer lunch-time programs to employees on various wellness topics and family issues.
- Develop an information brochure summarizing services of The Maple Counseling Center to be used as an employee orientation tool and reference guide.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Implement and administer an Employee Suggestion Program to provide an incentive for City employees to generate ideas for improvements that result in increased revenues or cost reductions. Evaluate effectiveness on an annual basis.
- Implement and administer an Employee Excellence Awards Program to recognize individuals or teams who continually demonstrate work performance excellence, perform a significant work accomplishment in a single event, or contribute significantly to the organization's success.
- Work with BHIG (Beverly Hills Innovation Group) to foster a strong, cohesive and responsive organization.

ADMINISTRATIVE SERVICES

Human Resources - Employee Outreach and Recognition

Program Staffing

Full Time Positions	2006/07 Budget
TRAINNG & DEV MANAGER	0.40
TRAINING COORDINATOR	0.40
Total Program Full Time Positions	0.80

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	288,786	274,468	-4.96%
MISCELLANEOUS REVENUES	15,368	15,906	3.50%
Total Revenues	304,154	290,373	
Expenditures			
SALARIES & BENEFITS	141,536	94,046	-33.55%
MATERIALS & SUPPLIES	21,204	71,207	235.82%
CONTRACTUAL SVCS	44,138	51,696	17.12%
INTERNAL SVC FUND CHARGES	79,659	53,154	-33.27%
OTHER CONTRACTUAL SVCS	2,249	2,276	1.22%
Total Expenses	288,786	272,379	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Human Resources - Labor Relations

Program: 4800403

Description

This program is responsible for employer-employee relations, including contract negotiations, grievances and arbitration hearings. Also included is unit representation matters, unfair labor practice charges, and related negotiation issues. Employment discrimination matters are also addressed as well as negotiated changes to pension, disability issues and wrongful termination. In addition, the program administers compliance of employment policies and procedures, and maintains professional relationships with bargaining units through open communications.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Provide training to management staff on specific labor relation topics as well as training on provisions of the Memorandum of Understandings and employer and employee rights.

ADMINISTRATIVE SERVICES

Human Resources - Labor Relations

Program Staffing

Full Time Positions	2006/07 Budget
PERSONNEL MANAGER	0.50
SR. HR ASSOCIATE	0.50
HR ASSOCIATE II	1.00
Total Program Full Time Positions	2.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	265,422	401,530	51.28%
Total Revenues	265,422	401,530	
Expenditures			
SALARIES & BENEFITS	157,820	199,719	26.55%
MATERIALS & SUPPLIES	0	0	--
CONTRACTUAL SVCS	37,733	73,459	94.68%
INTERNAL SVC FUND CHARGES	67,389	107,847	60.04%
OTHER CONTRACTUAL SVCS	2,480	2,510	1.22%
Total Expenses	265,422	383,536	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Human Resources - Payroll and Benefits Administration

Program: 4800402

Description

Human Resources is responsible for payroll and employee benefits management. Payroll provides service and control for the timely and accurate compensation of employees. The function complies with City policies, and directives of federal, state and local laws. Employee Benefits administers medical, dental, vision, life, disability insurance and retirement benefits offered to full-time and part-time City employees.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Research and implement an on-line benefits program for new and existing employees to enroll, update and make changes to their benefits.
- Implement an on-line time card program that records and tracks attendance and leave usage.
- Develop and provide a cafeteria program for employee groups.
- Cross train payroll, benefits and personnel staff on all areas of human resources management so that the division may exercise efficiency and effectiveness when providing services to City employees.

ADMINISTRATIVE SERVICES

Human Resources - Payroll and Benefits Administration

Program Staffing

Full Time Positions	2006/07 Budget
BENEFITS ADMINISTRATOR	1.00
HR ASSOCIATE	1.00
PAYROLL ADMINISTRATOR	1.00
Total Program Full Time Positions	3.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	2,723,082	554,377	-79.64%
Total Revenues	2,723,082	554,377	
Expenditures			
SALARIES & BENEFITS	431,263	256,253	-40.58%
MATERIALS & SUPPLIES	3,028	10,188	236.46%
CONTRACTUAL SVCS	329,682	96,251	-70.80%
INTERNAL SVC FUND CHARGES	259,893	167,494	-35.55%
OTHER CONTRACTUAL SVCS	6,157	6,197	0.66%
Total Expenses	1,030,023	536,383	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Human Resources - Personnel

Program: 4800401

Description

Human Resources administers the ongoing management of employee needs throughout the organization. It is responsible for recruiting, hiring, placing, retaining and developing competent employees as well as for setting policies and procedures for personnel management.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Identify and examine innovations, best practices and key trends in the area of leadership development.
- Coordinate quarterly meetings for "training coaches" who have completed the first line supervisor academy to discuss issues, concerns and areas of development.
- Develop a Management Analyst Rotation Process.
- Coordinate a reclassification study for limited positions.

City Initiative #3: Community Reinvestment

- Implement the new orientation video showcasing our City as the "Best of the Best." This video will promote our municipal government and services to new City employees as well as the community.

City Initiative #4: Improving Services and Results

- Re-engineer hiring process through the implementation of a new applicant tracking system that will have an on-line application process.
- Implement and provide training on the new applicant tracking system that will allow candidates to submit applications on-line.
- Implement and provide training on the new performance evaluation system.
- Create a limited-term assignment program.

ADMINISTRATIVE SERVICES

Human Resources - Personnel

Program Staffing

Full Time Positions	2006/07 Budget
PERSONNEL MANAGER	0.50
SR. HR ASSOCIATE	0.50
HR ASSOCIATE II	1.00
Total Program Full Time Positions	2.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	540,282	639,980	18.45%
Total Revenues	540,282	639,980	
Expenditures			
SALARIES & BENEFITS	170,480	209,757	23.04%
MATERIALS & SUPPLIES	1,499	3,076	105.20%
CONTRACTUAL SVCS	155,561	259,809	67.01%
INTERNAL SVC FUND CHARGES	209,859	146,426	-30.23%
OTHER CONTRACTUAL SVCS	2,883	2,918	1.22%
Total Expenses	540,282	621,986	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Human Resources - Training and Employee Development

Program: 4800404

Description

Employee training and organizational development efforts include coaching, team building, education, succession planning, mentoring and leadership programs designed to facilitate and improve communication, performance, and organizational changes to create a positive corporate culture.

2006/07 Work Plan

City Initiative #1: Organizational Development-Being the Best

Implement a "Best of the Best" employee program by:

- Developing a City-wide succession planning process.
- Coordinating and overseeing delivery and evaluation of the Supervisor Academy for first-line supervisors.
- Working with the City's Training Team to develop a long-range Training Calendar.
- Continuing to partner with the City's Training Team as a resource to evaluate and identify City-wide training needs, develop and market training programs, implement enhancements to the on-line class registration system, and provide leadership to the Department Training Liaisons.
- Securing services of a consultant to deliver a workshop for all employees that will emphasize internal and external customer service, stress and time management.

ADMINISTRATIVE SERVICES

Human Resources - Training and Employee Development

Program Staffing

Full Time Positions	2006/07 Budget
TRAINNG & DEV MANAGER	0.60
TRAINING COORDINATOR	0.60
Total Program Full Time Positions	1.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	561,390	638,294	13.70%
Total Revenues	561,390	638,294	
Expenditures			
SALARIES & BENEFITS	161,177	140,430	-12.87%
MATERIALS & SUPPLIES	2,426	32,691	1,247.53%
CONTRACTUAL SVCS	315,574	353,935	12.16%
INTERNAL SVC FUND CHARGES	79,676	90,675	13.80%
OTHER CONTRACTUAL SVCS	2,537	2,568	1.22%
Total Expenses	561,390	620,299	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Management & Budget - Budget

Program: 4800801

Description

Working with all City departments, the budget staff puts the annual budget together based upon programs and services provided, revenue and expenditure estimates, and projections. Monitor the budget throughout the year and provide quarterly reports to the City Manager, City Council and the public. Assist departments in identifying new revenue sources and making efficient expense choices.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Continue with the conversion of the annual operating budget to a program based budget in a format that is easily understood by the public.
- Provide comprehensive quarterly budget updates in a timely manner that are easily understood by the City Council.
- Start the process of developing workload and performance measures in order to start comparing how some of the City's services compare to similar services provided by other cities.
- Work with a consultant in the development of a cost analysis study to determine the City's costs for providing services to determine appropriate fee structures.
- Work with departments to assist in preparation of the annual budget then monitor and revise as necessary.
- Expand the program based budget by developing a performance measurement section for the Fiscal Year 2007/08 budget.

ADMINISTRATIVE SERVICES

Management & Budget - Budget

Program Staffing

Full Time Positions	2006/07 Budget
BUDGET & MANAGEMENT OFCR	0.50
SR. FINANCIAL/BUDGET ANALYST	0.60
FINANCIAL & BUDGET ANALYST	1.20
Total Program Full Time Positions	2.30

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	318,573	807,874	153.59%
Total Revenues	318,573	807,874	
Expenditures			
SALARIES & BENEFITS	151,368	283,716	87.44%
MATERIALS & SUPPLIES	400	259	-35.25%
CONTRACTUAL SVCS	1,750	367,273	20,887.01%
INTERNAL SVC FUND CHARGES	150,978	137,063	-9.22%
OTHER CONTRACTUAL SVCS	1,554	1,568	0.89%
Total Expenses	306,050	789,879	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Management & Budget - Management

Program: 4800803

Description

This function reviews, evaluates and makes recommendations related to citywide policy issues that may have a financial impact on the City. This program includes the evaluation and recommendations related to various City operational functions to determine if there are any efficiencies that can be realized.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Prepare operational analysis of various City functions to make recommendations for operational efficiencies.
- Conduct statistical analysis and cost efficiency analysis for various functions within the City.
- Prepare analytical reports as required by the City Council, City Manager, and Chief Financial Officer.
- Coordinate and monitor specialty consultants used in the operational evaluations.

ADMINISTRATIVE SERVICES

Management & Budget - Management

Program Staffing

Full Time Positions	2006/07 Budget
BUDGET & MANAGEMENT OFCR	0.50
SR. FINANCIAL/BUDGET ANALYST	0.40
FINANCIAL & BUDGET ANALYST	0.80
Total Program Full Time Positions	1.70

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	269,474	460,204	70.78%
Total Revenues	269,474	460,204	
Expenditures			
SALARIES & BENEFITS	135,619	214,513	58.17%
MATERIALS & SUPPLIES	350	259	-26.07%
CONTRACTUAL SVCS	2,400	134,466	5,502.77%
INTERNAL SVC FUND CHARGES	114,627	91,640	-20.05%
OTHER CONTRACTUAL SVCS	1,320	1,332	0.89%
Total Expenses	254,316	442,210	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Property Management

Program: 4800802

Description

The City has more than 30 commercial, retail and office tenants occupying more than 238,000 square feet of city owned facilities. A majority of these tenants are on the ground floor of parking structures in the Business Triangle with the balance in the Industrial Area. Staff in this function acts as the liaison with tenants, will negotiate, manage, acquire, review, inspect lease and rent property and sites owned by the City. This function is also responsible for coordination of the maintenance and repair of the leased facilities.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Work with tenants whose lease terminates during the fiscal year to either renew the lease or to market the space for a new tenant.
- Develop a property management plan that includes a list of physical improvements, maintenance and repair that need to be made to the facilities where tenants are located. Develop a plan for the implementations of the items on the list.
- Work with the Economic Development function for possible land acquisitions, trades, and appraisals.
- Research and analyze trends in retail tenants and make recommendation on filling tenant spaces from this research.
- Develop contracts, coordinate and administer to implement above noted work plans.

ADMINISTRATIVE SERVICES

Property Management

Program Staffing

Full Time Positions	2006/07 Budget
PROPERTY MANAGER	1.00
Total Program Full Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	363,569	428,863	17.96%
Total Revenues	363,569	428,863	
Expenditures			
SALARIES & BENEFITS	117,102	121,926	4.12%
MATERIALS & SUPPLIES	300	5,105	1,601.67%
CONTRACTUAL SVCS	180,000	228,250	26.81%
INTERNAL SVC FUND CHARGES	61,764	53,953	-12.65%
OTHER CONTRACTUAL SVCS	1,620	1,634	0.89%
Total Expenses	360,786	410,868	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Risk Management - Employee Safety

Program: 4800604

Description

The Employee Safety Program develops and oversees the City's efforts to improve safety and reduce accidents for both employees and members of the public.

2006/07 Work Plan

City Initiative #2: Communication and Outreach

- Create a Risk Management Program and submit the program for review and adoption.

City Initiative #4: Improving Services and Results

- Staff the position of Safety Officer, and identify goals for the fiscal year to develop this position into a safety resource for the City.
- Re-establish and staff the Management Safety Committee for the purpose of reviewing losses and discuss safety issues affecting employees and the public.
- Develop and implement written safety programs as required by Cal-OSHA.

ADMINISTRATIVE SERVICES

Risk Management - Employee Safety

Program Staffing

Full Time Positions	2006/07 Budget
RISK MANAGER	0.20
SAFETY OFFICER	1.00
Total Program Full Time Positions	1.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	43,021	211,386	391.36%
Total Revenues	43,021	211,386	
Expenditures			
SALARIES & BENEFITS	2,982	125,394	4,105.61%
MATERIALS & SUPPLIES	1,792	3,600	100.89%
CONTRACTUAL SVCS	18,500	11,500	-37.84%
INTERNAL SVC FUND CHARGES	20,633	68,601	232.48%
OTHER CONTRACTUAL SVCS	309	201	-34.95%
Total Expenses	44,216	209,297	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Risk Management - Liability Claims Administration

Program: 4500605

Description

The Liability Claims Administration provides funding for the cost of the City's self-insurance program for third party damage claims. The fund provides for the cost of administration and claims handling, as well as for reserves for claims.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Analyze and review losses on a quarterly basis to discover trends and make recommendations for controlling losses.
- Implement written policy regarding the collection of damage claims against outside parties.

City Initiative #4: Improving Services and Results

- Work with staff and City's third party claims administrator to ensure that claims receive the appropriate level of attention and care to resolve the claims issue.
- Coordinate efforts between City staff and the City Attorney's Office in responding to lawsuits.
- Work with the City's designated insurance broker to review property and casualty coverages, and recommend enhancements to the coverages where appropriate.
- Coordinate insurance renewals. Research and analyze levels of coverage on all lines of insurance to maintain adequate levels of coverage at the lowest possible cost.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Coordinate efforts with the City's designated benefits insurance broker to recommend changes and improvements to the benefit coverages.

ADMINISTRATIVE SERVICES

Risk Management - Liability Claims Administration

Program Staffing

Full Time Positions	2006/07 Budget
RISK MANAGER	0.40
CLAIMS ADMINISTRATOR	0.50
Total Program Full Time Positions	0.90

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	3,889,832	4,362,304	12.15%
Total Revenues	3,889,832	4,362,304	
Expenditures			
SALARIES & BENEFITS	148,632	103,451	-30.40%
MATERIALS & SUPPLIES	1,442	1,700	17.89%
CONTRACTUAL SVCS	3,167,365	3,990,288	25.98%
INTERNAL SVC FUND CHARGES	124,826	135,233	8.34%
OTHER CHARGES	550,000	750,000	36.36%
OTHER CONTRACTUAL SVCS	2,133	1,567	-26.54%
Total Expenses	3,994,398	4,982,239	

* See *Glossary* for definition of accounts for revenue and expenditure category.

ADMINISTRATIVE SERVICES

Risk Management - Workers' Compensation Administration

Program: 4600602

Description

The Workers' Compensation Administration covers the costs to administer workers' compensation coverage to employees. Included in this fund is the cost to maintain the City's third party administrators for claims, the costs for medical expenses and indemnity payments for the injured worker, and the regulatory fees required by the State of California.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Review claims management as provided by the third party administrator to ensure appropriate care and treatment is being provided to injured workers, and assist in resolving issues that might arise.
- Provide a quarterly review of workers' compensation losses to each department, along with a highlight of areas of concern.

City Initiative #4: Improving Services and Results

- Review and submit all regulatory paperwork to the State of California for the City's self-insurance program.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Use the workers' compensation review to assist departments in developing plans to reduce identified exposures.

ADMINISTRATIVE SERVICES

Risk Management - Workers' Compensation Administration

Program Staffing

Full Time Positions	2006/07 Budget
RISK MANAGER	0.40
CLAIMS ADMINISTRATOR	0.50
Total Program Full Time Positions	0.90

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	3,626,398	4,020,756	10.87%
Total Revenues	3,626,398	4,020,756	
Expenditures			
SALARIES & BENEFITS	154,138	103,473	-32.87%
MATERIALS & SUPPLIES	1,679	900	-46.40%
CONTRACTUAL SVCS	527,954	784,914	48.67%
INTERNAL SVC FUND CHARGES	107,588	104,432	-2.93%
OTHER CHARGES	2,904,000	3,045,000	4.86%
OTHER CONTRACTUAL SVCS	2,537	2,564	1.06%
Total Expenses	3,697,896	4,041,284	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



Police Department Adopted Budget



POLICE DEPARTMENT

DEPARTMENT MISSION

It is the mission of the Beverly Hills Police Department to provide superior law enforcement service, while making our community the safest place for all people to live, work and visit.

DEPARTMENT GOALS

- Foster proactive and creative problem solving with our Department emphasizing our strong commitment to public service.
- Utilize available resources to educate the community regarding public safety and the reduction of crime.
- Through selective enforcement actions funded by State traffic grants, significantly reduce speed and pedestrian-related collisions.
- Meet or exceed the State clearance rate for criminal investigations conducted by the Department.

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	1,841,584	2,413,483	31.05%

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Expenditures	42,043,337	44,643,805	6.19%

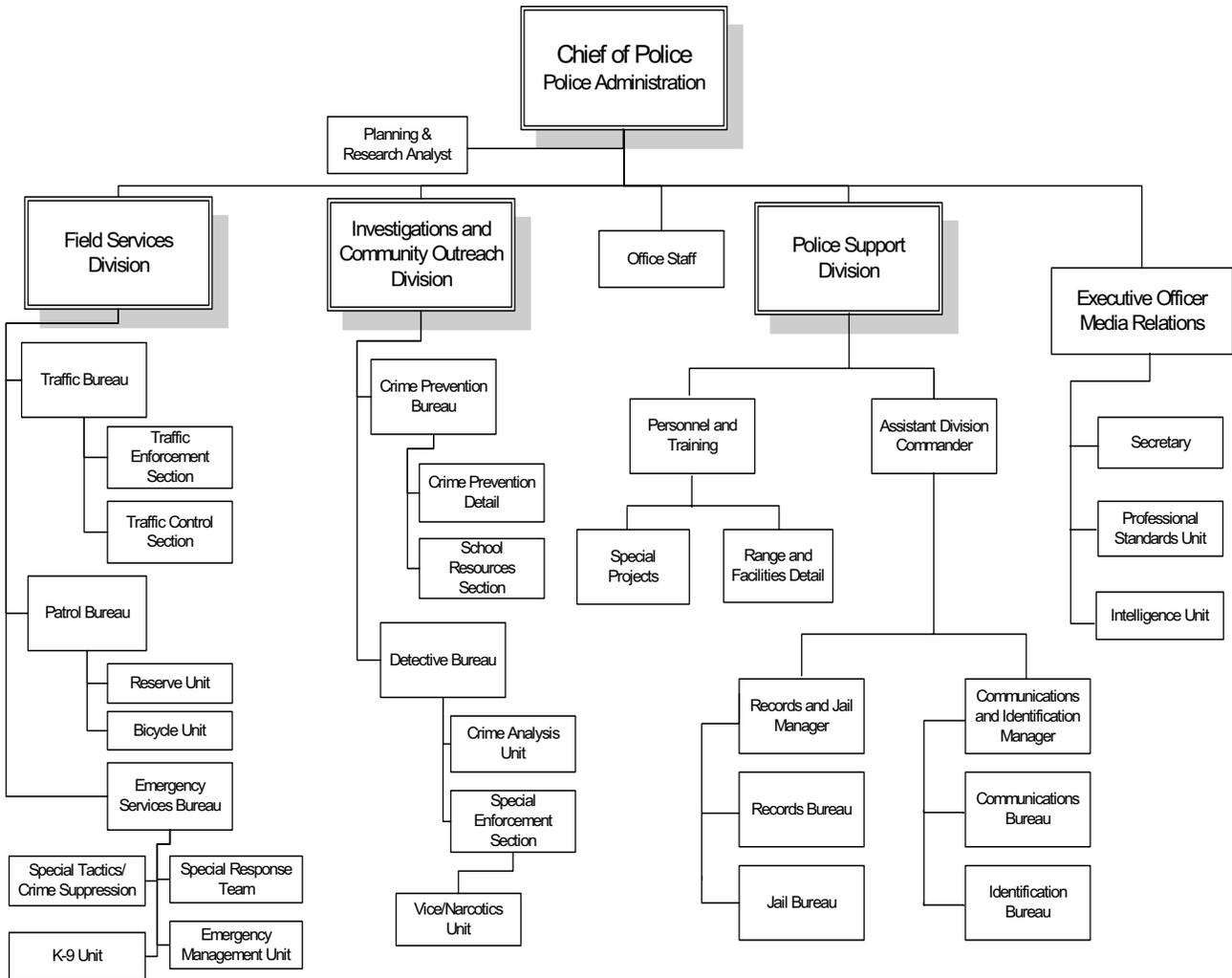
DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions	207.00

Part Time Positions	2006/07 Budget
Total Part Time Positions	1.00

POLICE DEPARTMENT

DEPARTMENT ORGANIZATION CHART





POLICE DEPARTMENT

Administration

Program: 0102104

Description

The Police Administration Office is responsible for directing overall operations and activities of the Department and administering a broad program of police services.

2006/07 Work Plan

Section intentionally left blank.

POLICE DEPARTMENT

Administration

Program Staffing

Full Time Positions	2006/07 Budget
CHIEF OF POLICE	1.00
PLANNING & RESEARCH ANALYST	1.00
POLICE LIEUTENANT	0.25
POLICE SERGEANT	0.20
ADMINISTRATIVE CLERK II SAFETY SUPPORT	1.00
ADMINISTRATIVE SECRETARY	2.00
SECRETARY SAFETY SUPPORT	0.15
Total Program Full Time Positions	5.60

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	655,481	780,715	19.11%
MATERIALS & SUPPLIES	10,100	11,230	11.19%
CONTRACTUAL SERVICES	11,172	11,763	5.29%
INTERNAL SERVICE FUND CHARGES	342,593	416,546	21.59%
OTHER CONTRACTUAL SERVICES	10,887	10,999	1.03%
Total Expenses	1,030,233	1,231,254	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Administration - Intelligence Unit

Program: 0102103

Description

The Unit lawfully gathers and disseminates information pertaining to unreported criminal activity which could adversely affect the peace, safety or security of the City, with the greatest emphasis placed on countering the threat of terrorism.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Continue the Department's participation with Federal, State, and local anti-terrorism programs.
- Enhance the Intelligence Unit's data management capabilities, efficiency and effectiveness.

POLICE DEPARTMENT

Administration - Intelligence Unit

Program Staffing

Full Time Positions	2006/07 Budget
POLICE LIEUTENANT	0.15
POLICE SERGEANT	0.90
POLICE OFFICER	1.00
Total Program Full Time Positions	2.05

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	209,837	362,955	72.97%
MATERIALS & SUPPLIES	142	347	144.35%
CONTRACTUAL SERVICES	670	2,893	331.86%
INTERNAL SERVICE FUND CHARGES	70,814	128,939	82.08%
OTHER CONTRACTUAL SERVICES	2,772	2,801	1.03%
Total Expenses	284,235	497,934	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Administration - Law Enforcement Grants and Special Revenue

Program: 0102105

Description

Separate account tracking procedures are required for special law enforcement revenue sources and Police Department grants are administered through this budget program.

Included in this budget program are: State COPS Allocation; Police Grants; Seized and Forfeited Property Program-Federal; Seized and Forfeited Property Program-State; Federal Law Enforcement Grant; and Inmate Welfare.

2006/07 Work Plan

Section intentionally left blank.

POLICE DEPARTMENT

Administration - Law Enforcement Grants and Special Revenue

Program Staffing ◆

Full Time Positions	2006/07 Budget
CIVILIAN RANGEMASTER	1.00
Total Program Full Time Positions	1.00

Program Budget ◆

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVERNMENTAL REVENUES	266,055	200,498	-24.64%
USE OF MONEY & PROPERTY	21,500	21,500	0.00%
Total Revenues	287,555	221,998	
Expenditures			
SALARIES & BENEFITS	108,835	124,911	14.77%
MATERIALS & SUPPLIES	645	668	3.50%
CONTRACTUAL SERVICES	89,809	18,000	-79.96%
INTERNAL SERVICE FUND CHARGES	37,575	6,475	-82.77%
Total Expenses	236,864	150,053	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Administration - Personnel Investigations

Program: 0102101

Description

The Unit, which investigates personnel complaints filed against Department employees, conducts intensive investigations and impartial reviews to ensure that the Department's integrity and the public's trust are maintained.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Remain current concerning the Peace Officer Bill of Rights laws and attend the best training seminars and schools regarding personnel investigations.
- Achieve excellence through courteous, respectful and consistent treatment of others.
- Earn one another's trust, and the trust of the community, by holding ourselves accountable to the Department's principles, values and commitment to excellence.

POLICE DEPARTMENT

Administration - Personnel Investigations

Program Staffing

Full Time Positions	2006/07 Budget
POLICE LIEUTENANT	0.40
POLICE SERGEANT	0.90
SECRETARY SAFETY SUPPORT	0.75
Total Program Full Time Positions	2.05

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	327,752	345,193	5.32%
MATERIALS & SUPPLIES	1,133	1,173	3.50%
CONTRACTUAL SERVICES	657	680	3.50%
INTERNAL SERVICE FUND CHARGES	189,762	180,649	-4.80%
OTHER CONTRACTUAL SERVICES	4,463	4,509	1.03%
Total Expenses	523,767	532,204	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Administration - Press Relations

Program: 0102102

Description

Responsible for developing and maintaining mutual respect between the news media and the Department and providing necessary information in matters of mutual concern.

2006/07 Work Plan

City Initiative #2: Communication and Outreach

- Conduct outreach with media representatives to improve public relations.
- In conjunction with the Crime Prevention Bureau, publish community interest news releases concerning personal safety, home security and holiday safety tips.
- Ensure that the public receives information on matters of public interest in a manner that is not legally privileged or jeopardizes Department investigations.

POLICE DEPARTMENT

Administration - Press Relations

Program Staffing

Full Time Positions	2006/07 Budget
POLICE LIEUTENANT	0.20
SECRETARY SAFETY SUPPORT	0.10
Total Program Full Time Positions	.30

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	54,160	56,263	3.88%
MATERIALS & SUPPLIES	142	147	3.50%
CONTRACTUAL SERVICES	250	259	3.50%
INTERNAL SERVICE FUND CHARGES	25,820	29,687	14.98%
OTHER CONTRACTUAL SERVICES	757	765	1.03%
Total Expenses	81,129	87,120	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Field Services - Emergency Services Bureau

Program: 0102303

Description

Coordinate activities of the Special Tactics Unit, Special Weapons and Tactics Team, Crime Suppression Unit, Canine Unit and Emergency Management Unit to prevent or respond to emergency situations requiring expertise beyond those of normal police operations.

2006/07 Work Plan

City Initiative # 1: Organizational Development - Being the Best

- Continue providing joint police and fire training in Incident Command and Unified Command.
- Complete mandated Incident Command System/National Incident Command System training for sworn and civilian personnel.
- Provide additional terrorism first response training.
- Improve the caliber of tactical equipment.

City Initiative # 4: Improving Services and Results

- Develop a strategy to obtain Homeland Security grant funding and to manage grant funds.

POLICE DEPARTMENT

Field Services - Emergency Services Bureau

Program Staffing

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.12
POLICE LIEUTENANT	0.90
POLICE SERGEANT	2.10
POLICE OFFICER	13.00
Total Program Full Time Positions	16.12

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	2,690,619	2,721,765	1.16%
MATERIALS & SUPPLIES	25,456	25,316	-0.55%
CONTRACTUAL SERVICES	38,806	44,334	14.25%
INTERNAL SERVICE FUND CHARGES	611,363	816,041	33.48%
OTHER CONTRACTUAL SERVICES	34,897	35,257	1.03%
Total Expenses	3,401,141	3,642,713	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Field Services - Patrol Bureau

Program: 0102301

Description

Responsible for safeguarding the community by preventing crime, suppressing criminal activity, apprehending criminals, preserving the peace and protecting life and property.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Continue to train all Lieutenants, Sergeants and Field Training Officers in the Incident Command and Unified Command systems to build familiarity and proficiency.

City Initiative #4: Improving Services and Results

- Maintain a three minute or less response time to emergency calls.
- Increase police service regarding quality of life issues including but not limited to homeless issues, noise complaints and animal complaints.
- Increase weapons of mass destruction and terrorism joint training with Fire Department personnel.

City Initiative # 5: Sustaining Beverly Hills' Reputation for Excellence

- Develop a plan to enforce nuisance and quality of life violations, such as horn honking and loud parties.

POLICE DEPARTMENT

Field Services - Patrol Bureau

Program Staffing

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.66
POLICE LIEUTENANT	3.10
POLICE SERGEANT	8.90
POLICE OFFICER	49.00
Total Program Full Time Positions	61.66

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
FINES & PENALTIES	338,957	575,000	69.64%
SERVICE FEES & CHARGES	150,600	1,265,318	740.18%
Total Revenues	489,557	1,840,318	
Expenditures			
SALARIES & BENEFITS	9,916,973	10,149,305	2.34%
MATERIALS & SUPPLIES	16,007	19,559	22.19%
CONTRACTUAL SERVICES	15,033	13,299	-11.53%
INTERNAL SERVICE FUND CHARGES	3,339,086	4,353,998	30.39%
OTHER CONTRACTUAL SERVICES	124,664	125,950	1.03%
Total Expenses	13,411,763	14,662,110	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Field Services - Traffic Bureau

Program: 0102302

Description

Responsible for facilitating the safe movement of vehicular and pedestrian traffic through the City.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Continue advanced officer training concerning employee safety, motorcycles operator proficiency, collision investigation and general traffic enforcement.

City Initiative # 4: Improving Services and Results

- Using advanced technology, expand the Photo Red Light Program with 10 additional approaches to reduce the hazards of red light running.
- Implement the Commercial Enforcement Program to enhance public safety by reducing hazards from defective and overweight trucks.
- Implement the Neighborhood Speed Watch to abate excessive speeding on residential side streets and improve the quality of life in these neighborhoods.
- Support the City-sponsored legislative efforts to introduce photo radar speed enforcement as a Beverly Hills pilot project.
- Continue to implement phases of the Traffic Re-education Against Drunk Driving (TREADD) Grant project, increasing public safety through DUI enforcement, pedestrian details, occupant restraint education and apprehension of warrant suspects.

City Initiative # 5: Sustaining Beverly Hills' Reputation for Excellence

- Research new technologies that can be applied to traffic safety in the community.
- Implement cost recovery efforts for police and fire personnel who respond to alcohol-involved collisions, as authorized by Government Code.

POLICE DEPARTMENT

Field Services - Traffic Bureau

Program Staffing

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.22
POLICE LIEUTENANT	1.00
POLICE SERGEANT	2.00
POLICE OFFICER	16.00
TRAFFIC CONTROL OFFICER	10.00
ADMINISTRATIVE CLERK II SAFETY SUPPORT	1.00
TRAFFIC SPECIALIST	1.00
Total Program Full Time Positions	31.22

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
FINES & PENALTIES	522,823	0	-100.00%
SERVICE FEES & CHARGES	135,000	0	-100.00%
Total Revenues	657,823	0	
Expenditures			
SALARIES & BENEFITS	4,268,425	4,291,140	0.53%
MATERIALS & SUPPLIES	31,880	25,956	-18.58%
CONTRACTUAL SERVICES	18,051	20,261	12.24%
INTERNAL SERVICE FUND CHARGES	1,114,420	1,479,039	32.72%
OTHER CONTRACTUAL SERVICES	54,157	54,716	1.03%
Total Expenses	5,486,933	5,871,111	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Investigations and Community Outreach - Crime Prevention Detail

Program: 0102201

Description

Responsible for maintaining all crime prevention and community awareness programs sponsored by the Police Department.

2006/07 Work Plan

City Initiative # 5: Sustaining Beverly Hills' Reputation for Excellence

- Create a neighborhood safety umbrella to coordinate and integrate community-based efforts such as Neighborhood Watch and Citizen Corp.

City Initiative # 4: Improving Services and Results

- Continue to improve communication with the business and residential communities.

City Initiative #2: Communication and Outreach

- Provide additional training for block captains and encourage more active participation in the Neighborhood Watch program.
- Increase the number of blocks participating in the Neighborhood Watch program.

POLICE DEPARTMENT

Investigations and Community Outreach - Crime Prevention Detail

Program Staffing

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.10
POLICE SERGEANT	0.25
POLICE OFFICER	1.00
ADMINISTRATIVE CLERK II SAFETY SUPPORT	0.85
Total Program Full Time Positions	2.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	293,227	286,977	-2.13%
MATERIALS & SUPPLIES	5,077	5,322	4.82%
CONTRACTUAL SERVICES	4,763	3,926	-17.57%
INTERNAL SERVICE FUND CHARGES	388,325	411,694	6.02%
OTHER CONTRACTUAL SERVICES	3,855	3,895	1.03%
Total Expenses	695,247	711,813	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Investigations and Community Outreach - Detective Bureau

Program: 0102203

Description

Responsible for the apprehension of criminals through investigation, recovery of stolen property and preparation and presentation of evidence in criminal cases.

2006/07 Work Plan

City Initiative # 1: Organizational Development - Being the Best

- Continue to train detective personnel through accredited schools.

City Initiative # 4: Improving Services and Results

- Actively decrease the number of outstanding arrest warrants.
- Expand the undercover decoy program to stop the sale of alcoholic beverages to minors.

City Initiative # 5: Sustaining Beverly Hills' Reputation for Excellence

- Maintain the detective clearance rate above the State average.

POLICE DEPARTMENT

Investigations and Community Outreach - Detective Bureau

Program Staffing

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.65
POLICE LIEUTENANT	1.00
POLICE SERGEANT	3.00
POLICE OFFICER	18.00
ADMINISTRATIVE CLERK II SAFETY SUPPORT	1.00
DETECTIVE SPECIALIST	1.00
Total Program Full Time Positions	24.65

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	15,000	20,000	33.33%
MISCELLANEOUS REVENUES	10,000	10,000	0.00%
Total Revenues	25,000	30,000	
Expenditures			
SALARIES & BENEFITS	4,237,303	4,168,581	-1.62%
MATERIALS & SUPPLIES	27,237	34,075	25.10%
CONTRACTUAL SERVICES	55,826	61,784	10.67%
INTERNAL SERVICE FUND CHARGES	1,310,692	1,529,185	16.67%
OTHER CONTRACTUAL SERVICES	57,635	58,229	1.03%
Total Expenses	5,688,693	5,851,853	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Investigations and Community Outreach - School Resources Section

Program: 0102202

Description

The School Resources Program provides drug awareness and a safe learning environment for students of the Beverly Hills Unified School District, and is a resource for students, faculty, parents, neighbors and businesses to manage school-related disputes and crime issues.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Conduct response drills to school emergencies with police, fire and school personnel.
- Expand anti-bullying programs.
- Provide lock down procedures for private schools.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Provide parent education regarding their role during lock down events.

POLICE DEPARTMENT

**Investigations and Community Outreach - School Resources
Section**

Program Staffing ◆

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.25
POLICE SERGEANT	0.75
POLICE OFFICER	5.00
ADMINISTRATIVE CLERK II SAFETY SUPPORT	0.15
Total Program Full Time Positions	6.15

Program Budget ◆

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	993,685	1,006,249	1.26%
MATERIALS & SUPPLIES	7,199	7,451	3.50%
CONTRACTUAL SERVICES	5,005	5,180	3.50%
INTERNAL SERVICE FUND CHARGES	376,601	383,079	1.72%
OTHER CONTRACTUAL SERVICES	12,859	12,992	1.03%
Total Expenses	1,395,349	1,414,951	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Police Support - Communications Bureau

Program: 0102401

Description

The Communications Bureau answers all emergency and non-emergency calls for service, maintains radio contact with police officers and firefighters in the field, and administers emergency medical dispatch instruction.

2006/07 Work Plan

City Initiative # 1: Organizational Development - Being the Best

- Achieve full staffing to reduce overtime and mandatory on-call requirements.
- Complete the "trainer's handbook" to be utilized for training new dispatchers.

City Initiative # 4: Improving Services and Results

- Provide technical assistance for implementation of new 9-1-1 telephone equipment.
- Coordinate with the Los Angeles County Recorder to obtain GEO file for the new 9-1-1 telephone system.
- Complete the installation and implementation of recording equipment for all dispatch telephone lines and radio equipment.
- Continue developing and maintaining the GEO file utilized for the computer aided dispatch system to ensure consistent deployment of emergency services.
- Answer 97% of 9-1-1 calls within 10 seconds.

POLICE DEPARTMENT

Police Support - Communications Bureau

Program Staffing

Full Time Positions	2006/07 Budget
COMMUN & I D BUREAU MANAGER	1.00
POLICE CAPTAIN	0.10
PARKING ENFORCEMENT DISPATCHER	1.00
COMMUNICATIONS DISPATCHER	16.00
COMMUNICATIONS SUPERVISOR	4.00
ASSISTANT DIVISION COMMANDER	0.30
Total Program Full Time Positions	22.40

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVERNMENTAL REVENUES	150,000	0	-100.00%
Total Revenues	150,000	0	
Expenditures			
SALARIES & BENEFITS	2,209,006	2,356,495	6.68%
MATERIALS & SUPPLIES	5,999	4,396	-26.72%
CONTRACTUAL SERVICES	21,220	21,963	3.50%
INTERNAL SERVICE FUND CHARGES	1,260,142	1,417,359	12.48%
OTHER CONTRACTUAL SERVICES	26,329	26,601	1.03%
Total Expenses	3,522,696	3,826,813	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Police Support - Identification Bureau

Program: 0102402

Description

Responsible for the investigation and documentation at crime scenes to collect evidence, provide expertise in comparing fingerprints and other physical evidence linking a suspect to a crime, provide photographic services as required by the Department and maintain custody of evidence and property.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Achieve full staffing to reduce overtime and provide the required level of service to the Department and public.

City Initiative #4: Improving Services and Results

- Acquire computer hardware furnished by the Federal Bureau of Investigation to provide direct access to the FBI fingerprint data base.
- Compare old homicide latent print evidence within the Federal Bureau of Investigation fingerprint data base.
- Utilize the Cyanoacrylate and Ninhydrin latent fingerprint development chambers (which comply with FBI and scientific industry standards) to improve the solvability of crimes through fingerprint identification.
- Provide digital cameras to first responders to ensure photographic documentation at critical incidents.

POLICE DEPARTMENT

Police Support - Identification Bureau

Program Staffing ◆

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.10
FORENSIC SPECIALIST	3.00
SENIOR FORENSIC SPECIALIST	1.00
PROPERTY OFFICER	2.00
ASSISTANT DIVISION COMMANDER	0.10
Total Program Full Time Positions	6.20

Program Budget ◆

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	3,200	3,200	0.00%
Total Revenues	3,200	3,200	
Expenditures			
SALARIES & BENEFITS	675,983	686,207	1.51%
MATERIALS & SUPPLIES	49,571	49,907	0.68%
CONTRACTUAL SERVICES	11,042	11,946	8.19%
INTERNAL SERVICE FUND CHARGES	363,726	399,378	9.80%
OTHER CONTRACTUAL SERVICES	9,271	9,367	1.03%
Total Expenses	1,109,593	1,156,804	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Police Support - Jail Bureau

Program: 0102403

Description

The Jail Bureau is responsible for receiving and booking arrestees and providing for the safety and well being of persons in custody.

2006/07 Work Plan

City Initiative # 1: Organizational Development - Being the Best

- Maintain full staffing and reduce overtime to provide the Department and public the level of service required.
- Provide training for Jailers concerning the collection of DNA samples from inmates, pursuant to Proposition 69.

City Initiative # 3: Community Reinvestment

- Develop a plan for re-use of jail space involving other departments, as needed.

City Initiative # 4: Improving Services and Results

- Reduce the number of returned fingerprint cards and photo submissions from the Federal Bureau of Investigation which are prepared by Jail staff.
- Provide legal update and jail issue training.

POLICE DEPARTMENT

Police Support - Jail Bureau

Program Staffing ◆

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.10
JAIL SUPERVISOR	1.00
JAILER	6.00
ASSISTANT DIVISION COMMANDER	0.25
Total Program Full Time Positions	7.35

Program Budget ◆

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVERNMENTAL REVENUES	10,914	0	-100.00%
SERVICE FEES & CHARGES	10,000	2,250	-77.50%
Total Revenues	20,914	2,250	
Expenditures			
SALARIES & BENEFITS	979,102	749,843	-23.42%
MATERIALS & SUPPLIES	25,576	25,590	0.06%
CONTRACTUAL SERVICES	39,175	40,546	3.50%
INTERNAL SERVICE FUND CHARGES	709,475	529,463	-25.37%
OTHER CONTRACTUAL SERVICES	12,161	12,286	1.03%
Total Expenses	1,765,489	1,357,729	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Police Support - Police Cadet Program

Program: 0102409

Description

Police Cadets are college-age students who work in the major Divisions, gaining valuable experience and exposure to the law enforcement profession, while supplementing Department activities.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Expand Cadet training to develop their future law enforcement-related skills.
- Achieve full complement of Cadets in order to provide better service to the community.

POLICE DEPARTMENT

Police Support - Police Cadet Program

Program Staffing

Part Time Positions	2006/07 Budget
POLICE CADET	1.00
Total Program Part Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	27,472	61,218	122.84%
INTERNAL SERVICE FUND CHARGES	138,070	77,682	-43.74%
OTHER CONTRACTUAL SERVICES	481	486	1.03%
Total Expenses	166,023	139,385	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Police Support - Range/Facilities/Special Projects Detail

Program: 0102406

Description

Responsible for weapons training and maintenance of the range, maintenance of the police building and oversight of Police Department special projects.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Meet or exceed the Perishable Skills firearms training standards established by Peace Officer Standards and Training (POST.)

City Initiative #3: Community Reinvestment

- Remove lead from the range bullet traps and replace aging targets necessary for safe operation of the range.
- Complete the police building security project.
- Complete the Public Safety Radio System.

City Initiative #4: Improving Services and Results

- Take the lead on defining and implementing community security video pilot program, including interaction with Council Subcommittee.
- Develop a City-wide security plan.
- Lead on implementing the new radio system while working collaboratively with IT, Public Works, Community Services and Community Development Departments.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Develop implementation strategy for closed circuit television system for the City.
- Implement mobile and fixed Automated License Plate Recognition system.

POLICE DEPARTMENT

Police Support - Range/Facilities/Special Projects Detail

Program Staffing

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.25
POLICE SERGEANT	0.20
POLICE OFFICER	1.00
ASSISTANT DIVISION COMMANDER	0.25
Total Program Full Time Positions	1.70

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	292,506	300,307	2.67%
MATERIALS & SUPPLIES	44,537	45,215	1.52%
CONTRACTUAL SERVICES	5,177	5,358	3.50%
INTERNAL SERVICE FUND CHARGES	92,407	125,703	36.03%
OTHER CONTRACTUAL SERVICES	3,960	4,001	1.03%
Total Expenses	438,587	480,584	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Police Support - Records Bureau

Program: 0102408

Description

The Records Bureau manages written, digital and video information compiled by other bureaus, collects statistical information for mandatory reporting, searches State data bases for information on arrested persons, coordinates the release of prisoners and property, and assists with processing applicants for City permits and employment.

2006/07 Work Plan

City Initiative # 1: Organizational Development - Being the Best

- Develop a cooperative effort between Records and Jail personnel to ensure accuracy of arrestee paperwork and automated records.

City Initiative #4: Improving Services and Results

- Install and implement a digital imaging system to store police reports in electronic form.
- Develop a workflow and quality assurance program to support digital imaging work processes.
- Achieve full staffing to restore 24 hour service for the public and department staff.

POLICE DEPARTMENT

Police Support - Records Bureau

Program Staffing

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.10
RECORDS AND JAIL MANAGER	1.00
RECORDS TECHNICIAN II	8.00
SENIOR RECORDS TECHNICIAN	3.00
ASSISTANT DIVISION COMMANDER	0.10
Total Program Full Time Positions	12.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	133,935	263,153	96.48%
FINGERPRINTING FEE	25,000	4,564	-81.74%
Total Revenues	158,935	267,717	
Expenditures			
SALARIES & BENEFITS	990,171	1,040,105	5.04%
MATERIALS & SUPPLIES	4,615	8,546	85.17%
CONTRACTUAL SERVICES	5,261	5,445	3.50%
INTERNAL SERVICE FUND CHARGES	688,360	768,863	11.69%
OTHER CONTRACTUAL SERVICES	14,879	15,032	1.03%
Total Expenses	1,703,286	1,837,991	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Police Support - Recruitment and Hiring

Program: 0102405

Description

Responsible for the recruitment, induction and placement of sworn and civilian Department employees.

2006/07 Work Plan

City Initiative # 1: Organizational Development - Being the Best

- Achieve full staffing for the Department in order to maximize law enforcement service to the community.
- Hire the best qualified candidates by maintaining and improving recruitment efforts.

POLICE DEPARTMENT

Police Support - Recruitment and Hiring

Program Staffing

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.25
POLICE SERGEANT	0.30
POLICE OFFICER	1.60
Total Program Full Time Positions	2.15

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVERNMENTAL REVENUES	3,600	3,000	-16.67%
Total Revenues	3,600	3,000	
Expenditures			
SALARIES & BENEFITS	357,797	369,689	3.32%
MATERIALS & SUPPLIES	32,343	33,475	3.50%
CONTRACTUAL SERVICES	113,339	1,348	-98.81%
INTERNAL SERVICE FUND CHARGES	133,974	150,026	11.98%
OTHER CONTRACTUAL SERVICES	4,824	4,874	1.03%
Total Expenses	642,277	559,412	

* See *Glossary* for definition of accounts for revenue and expenditure category.

POLICE DEPARTMENT

Police Support - Training

Program: 0102404

Description

Responsible for the training of all Department employees, maintaining training records and complying with State and Federal training Standards.

2006/07 Work Plan

City Initiative # 1: Organizational Development - Being the Best

- Meet or exceed the training standards established by the State Commission on Peace Officer Standards and Training (POST) and the Board of Corrections Standards and Training for Corrections (STC.)
- Expand the Department's pool of certified law enforcement instructors.
- Conduct in-house training to reduce travel and lodging-related expenses.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Continue to participate in cooperative training with allied agencies.

POLICE DEPARTMENT

Police Support - Training

Program Staffing

Full Time Positions	2006/07 Budget
POLICE CAPTAIN	0.10
POLICE SERGEANT	0.50
POLICE OFFICER	1.40
Total Program Full Time Positions	2.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	45,000	45,000	0.00%
Total Revenues	45,000	45,000	
Expenditures			
SALARIES & BENEFITS	321,023	329,604	2.67%
MATERIALS & SUPPLIES	5,459	5,650	3.50%
CONTRACTUAL SERVICES	5,440	146,589	2,594.65%
INTERNAL SERVICE FUND CHARGES	123,793	145,766	17.75%
OTHER CONTRACTUAL SERVICES	4,317	4,362	1.03%
Total Expenses	460,032	631,970	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



Fire Department Adopted Budget



FIRE DEPARTMENT

DEPARTMENT MISSION

Dedicated to providing service with excellence for the preservation of Life, Property, and the Environment

DEPARTMENT GOALS

- Increase operational effectiveness and cost efficiencies through organizational development
- Enhance the Department's delivery of emergency and non-emergency services to the community

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	1,476,000	2,231,300	51.17%

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Expenditures	22,020,557	26,760,657	21.53%

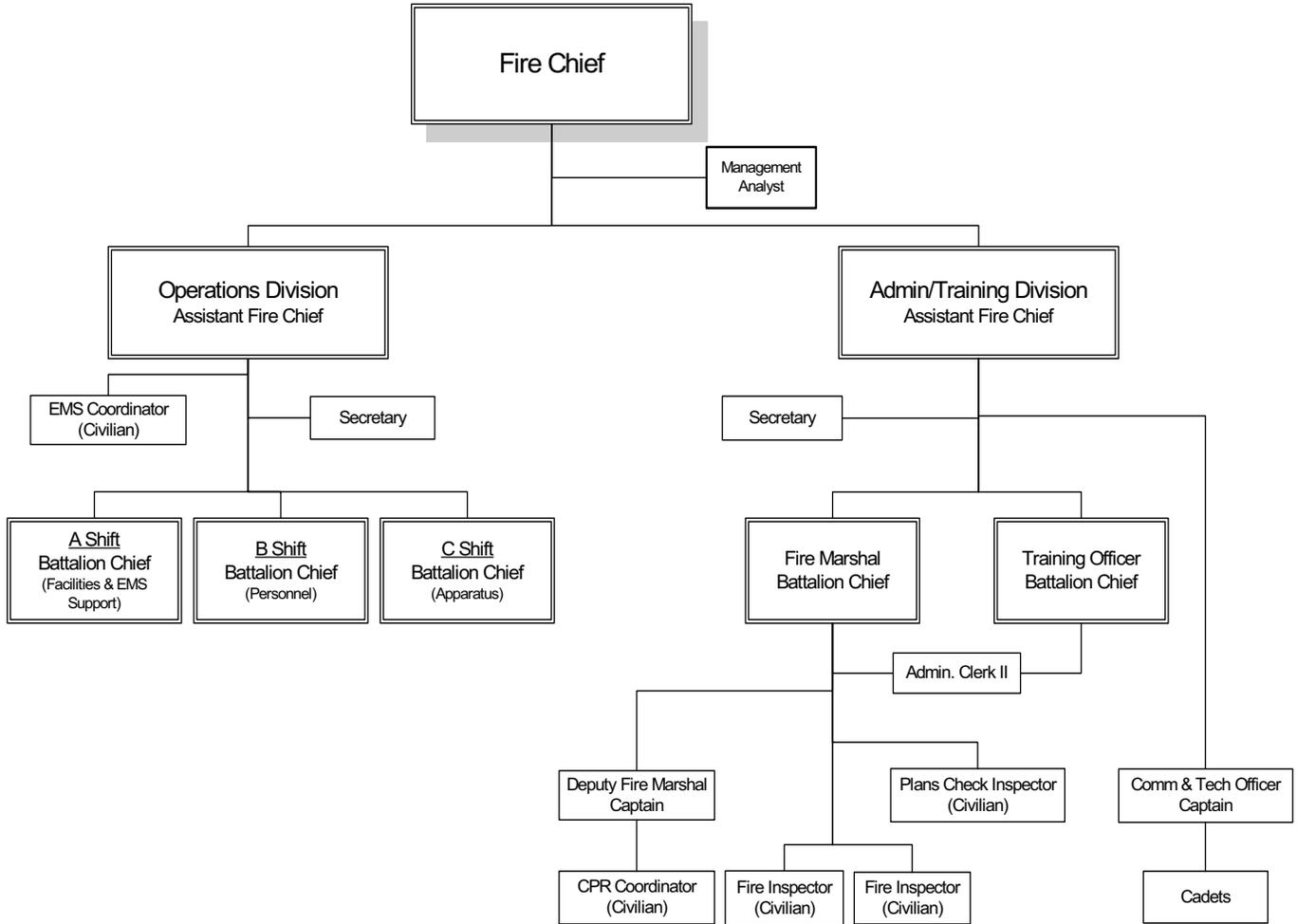
DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions	91.00

Part Time Positions	2006/07 Budget
Total Part Time Positions	1.00

FIRE DEPARTMENT

DEPARTMENT ORGANIZATION CHART





FIRE DEPARTMENT

Administration

Program: 0103101

Description

Administration provides overall planning, control, leadership, and management of all Fire Department activities and staff support for all programs. This includes strategic planning, departmental communications, data and records management systems, departmental safety committee, disaster services planning, budget preparation and administration, training, media relations, special projects and general administration.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Restructure Department organization for improved succession planning, career development, and budget
- Develop tomorrow's departmental leadership

City Initiative #3: Community Reinvestment

- Complete renovation of HQ Fire Station HVAC system and station carpeting
- Plan and execute renovation of Fire Station #3

City Initiative #4: Improving Services and Results

- Implement departmental grant administration work group

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Implement an automated recall system for Fire personnel
- Provide one (1) additional command vehicle to meet the needs of the departmental reorganization
- Provide continual training in emergency response, management, and preparedness

FIRE DEPARTMENT

Administration

Program Staffing

Full Time Positions	2006/07 Budget
FIRE CHIEF	1.00
ASSISTANT FIRE CHIEF	1.00
FIRE BATTALION CHIEF 80	1.00
MANAGEMENT ANALYST	1.00
FIRE CAPTAIN 80	2.00
ADMINISTRATIVE SECRETARY	1.00
SECRETARY SAFETY SUPPORT	1.00
Total Program Full Time Positions	8.00

Part Time Positions	2006/07 Budget
FIRE CADET	1.00
Total Program Part Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
FIRE MISCELLANEOUS RECEIPTS	50,000	54,000	8.00%
Total Revenues	50,000	54,000	
Expenditures			
SALARIES & BENEFITS	1,077,271	1,687,126	56.61%
MATERIALS & SUPPLIES	14,095	14,620	3.73%
CONTRACTUAL SERVICES	59,799	29,689	-50.35%
CAPITAL OUTLAY	93,438	0	-100.00%
INTERNAL SERVICE FUND CHARGES	394,672	592,972	50.24%
OTHER CONTRACTUAL SERVICES	16,766	16,916	0.89%
Total Expenses	1,656,041	2,341,323	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Community Programs - Community Emergency Response Team (CERT)

Program: 0103501

Description

The Community Emergency Response Team (CERT) is an opportunity for residents to learn basic emergency skills which will enable them to save lives and protect property in the aftermath of a major disaster, when emergency services are not immediately available.

The subject matters taught in the CERT courses include: training in basic fire suppression; search and rescue methods; primary medical evaluation and patient triage; CPR and First Aid; utility control (gas, electrical, and water); team organization and the Incident Command System (ICS); and movement of victims.

Due to the ever present threat and potential for man made and natural disasters, the CERT program is essential for developing and maintaining a well trained and self reliant citizenry.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Develop CERT and Disaster Communications System (DCS) cross-training and participation
- Further develop the CERT Area Team membership

City Initiative #4: Improving Services and Results

- Develop methods to utilize CERT graduates in overall response to a large-scale disaster

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Conduct two (2) twenty-nine hour CERT training classes per year
- Conduct four (4) refresher training exercises per year
- Conduct Red Cross Sheltering and mass Casualty classes for enhanced CERT training

FIRE DEPARTMENT

Community Programs - Community Emergency Response Team (CERT)

Program Staffing

Full Time Positions	2006/07 Budget
CPR COORDINATOR	0.80
Total Program Full Time Positions	0.80

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	26,466	61,082	130.79%
MATERIALS & SUPPLIES	0	12,200	--
INTERNAL SERVICE FUND CHARGES	22,331	59,353	165.79%
OTHER CONTRACTUAL SERVICES	310	321	3.50%
Total Expenses	49,107	132,955	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Community Programs - CPR and First Aid

Program: 0103502

Description

The Cardiopulmonary Resuscitation (CPR) program is responsible for training and educating the citizens, businesses, employees, and visitors of our community in CPR skills that will protect them and their families. CPR and First Aid Training integrate essential life-saving skills for rescue breathing, choking, CPR, and other emergency treatments.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Increase cadre of volunteer instructors

City Initiative #4: Improving Services and Results

- Surpass 90,000 trained individuals
- Implement the most recent guidelines of the American Heart Association (AHA) which begins in 2006

FIRE DEPARTMENT

Community Programs - CPR and First Aid

Program Staffing ♦

Full Time Positions	2006/07 Budget
CPR COORDINATOR	0.10
Total Program Full Time Positions	0.10

Program Budget ♦

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	30,158	7,852	-73.96%
INTERNAL SERVICE FUND CHARGES	28,441	21,034	-26.04%
OTHER CONTRACTUAL SERVICES	354	366	3.50%
Total Expenses	58,953	29,253	

* See *Glossary* for definition of accounts for revenue and expenditure category.

**Community Programs - Public Access Defibrillator (PAD)
Program**

Program: 0103503

Description ◆

The purpose of the Public Access Defibrillator (PAD) program is to provide automated external defibrillators (AED) in key locations throughout the City and to ensure that there are an adequate number of trained individuals available to use the machines in the event of a sudden cardiac arrest situation.

AEDs are becoming the "standard of care" in public buildings and other venues. As the machines become more prevalent and the awareness of their value becomes recognized, there will be an ever increasing demand for training.

2006/07 Work Plan ◆

City Initiative #2: Communication and Outreach

- Continue to work with BHUSD in placing AED units in the schools and assisting with the training of faculty and staff members

City Initiative #3: Community Reinvestment

- Monitor, upgrade, and maintain the status and condition of units in service

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Implementation of Phase II of the PAD Program
- Provide on-going training and recertification of City employees in the use of AEDs

FIRE DEPARTMENT

Community Programs - Public Access Defibrillator (PAD) Program

Program Staffing

Full Time Positions	2006/07 Budget
CPR COORDINATOR	0.10
Total Program Full Time Positions	0.10

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	18,926	7,764	-58.98%
MATERIALS & SUPPLIES	0	8,285	--
CONTRACTUAL SERVICES	0	18,300	--
CAPITAL OUTLAY	0	21,350	--
INTERNAL SERVICE FUND CHARGES	17,083	15,004	-12.17%
OTHER CONTRACTUAL SERVICES	221	229	3.50%
Total Expenses	36,230	70,932	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Emergency Medical Services (EMS) - Calls for Services

Program: 0103401

Description

Emergency Medical Service (EMS) has become an increasingly important function of the Fire Department. The rapid response of highly-trained paramedics and emergency medical technicians is vital to the survival and recovery of patients suffering from medical emergencies or traumatic injuries. Fire Department responses to medical emergencies are increasing due to the density and demographics of the community.

The EMS Division is tasked with the rapid delivery of medical aid of all types as well as basic and advanced cardiac life support. Firefighter paramedics and emergency medical technicians provide that response and care in a manner exceeding recognized community standards. This delivery of medical care is done with efficiency, professionalism, and compassion, and is provided equally to all residents and visitors to the City.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Replace two (2) rescue ambulances

City Initiative #4: Improving Services and Results

- Implement 12-Lead Electrocardiogram (EKG) training program as mandated by Department of Health Services EMS agency

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Increase efficiency and capacity of medical oxygen use within the EMS Division by replacing outdated tank filling system
- Increase response capability to mass casualty incidents by acquiring two additional Mass Casualty Incident (MCI) equipment trailers

FIRE DEPARTMENT

Emergency Medical Services (EMS) - Calls for Services

Program Staffing ◆

Full Time Positions	2006/07 Budget
FIRE BATTALION CHIEF 112	0.10
FIRE CAPTAIN 112	0.10
FIREFIGHTER PARAMEDIC	16.80
Total Program Full Time Positions	17.00

Program Budget ◆

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	1,160,000	1,658,000	42.93%
Total Revenues	1,160,000	1,658,000	
Expenditures			
SALARIES & BENEFITS	2,803,654	3,029,461	8.05%
MATERIALS & SUPPLIES	40,057	51,341	28.17%
CONTRACTUAL SERVICES	27,316	28,273	3.50%
CAPITAL OUTLAY	0	35,500	--
INTERNAL SERVICE FUND CHARGES	578,228	1,563,090	170.32%
OTHER CONTRACTUAL SERVICES	10,448	10,464	0.15%
Total Expenses	3,459,703	4,718,129	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Emergency Medical Services (EMS) - Certification and Training

Program: 0103403

Description

All members of the Fire Department are required to be trained to a minimum level of Emergency Medical Technician (EMT). The Department is authorized to maintain a staffing of twenty-one (21) Paramedics. Initial training for EMTs is generally provided by outside sources. Paramedic certification requires an additional six months of intensive training and internship at outside locations for the designated personnel.

Continuing Education (CE) and re-certification/licensing is required for both EMTs and paramedics and is generally provided within the Department. Expanding scopes of practice for paramedics and EMTs, increasing regulatory controls and ever-changing medical standards and regulations are increasing administrative workloads in terms of training documentation and quality assurance.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Prepare for impending retirements in the Paramedic ranks by sending two (2) Firefighters to Paramedic Training Institute
- Provide 24 hours of EMT Continuing Education (CE) to Firefighters in the current 2 year CE cycle
- Provide 24 hours annually of Advanced Life Support (ALS) Continuing Education for Paramedics
- Train all Fire personnel to meet new AHA guidelines on CPR and Automated External Defibrillator (AED) use

FIRE DEPARTMENT

Emergency Medical Services (EMS) - Certification and Training

Program Staffing ♦

Full Time Positions	2006/07 Budget
FIRE BATTALION CHIEF 112	0.10
FIRE CAPTAIN 112	0.10
FIREFIGHTER PARAMEDIC	4.20
Total Program Full Time Positions	4.40

Program Budget ♦

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	729,397	747,947	2.54%
MATERIALS & SUPPLIES	5,008	1,245	-75.14%
CONTRACTUAL SERVICES	3,415	3,534	3.48%
INTERNAL SERVICE FUND CHARGES	74,767	384,551	414.33%
OTHER CONTRACTUAL SERVICES	1,306	1,308	0.16%
Total Expenses	813,893	1,138,585	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Emergency Medical Services (EMS) - Program Management

Program: 0103402

Description

The Fire Department, as a certified provider of Emergency Medical Services (EMS), is directly governed by the California State Emergency Services Authority and the Los Angeles County Department of Health Services. In the constantly evolving field of emergency medical response, we are required to comply with the regulations and standards imposed by Federal, State, and County medical agencies.

Administrative time required to monitor and maintain mandated programs, training, and equipment is significant and ever-increasing. In addition, Continuous Quality Improvement (CQI) programs to track emergency response, patient care, and documentation quality are mandated.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Fill EMS/MICN Coordinator position as approved in the FY05/06 budget

City Initiative #4: Improving Services and Results

- Improve patient treatment in emergency medical incidents through the implementation of the Standing Field Treatment Protocols (SFTP)
- Update all Fire Department and Public Access Defibrillator (PAD) program AEDs to meet the new American Heart Association (AHA) guidelines

FIRE DEPARTMENT

Emergency Medical Services (EMS) - Program Management

Program Staffing ♦

Full Time Positions	2006/07 Budget
FIRE BATTALION CHIEF 112	0.10
FIRE CAPTAIN 112	0.10
EMS COORDINATOR	1.00
Total Program Full Time Positions	1.20

Program Budget ♦

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	150,590	202,804	34.67%
MATERIALS & SUPPLIES	5,008	1,702	-66.01%
CONTRACTUAL SERVICES	56,415	94,343	67.23%
INTERNAL SERVICE FUND CHARGES	72,130	81,465	12.94%
OTHER CONTRACTUAL SERVICES	1,306	1,308	0.16%
Total Expenses	285,449	381,622	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Fire Prevention - Code Enforcement

Program: 0103203

Description

Code Enforcement is responsible for the enforcement of all local, state, and federal codes related to the safe occupancy of buildings and/or premises. It also extends to the safeguarding of life and property from the hazards of fire and explosion arising from the storage, handling, and use of hazardous substances, materials and devices as well as hazardous conditions due to the use or occupancy of buildings and/or premises.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Train all Fire personnel in the use of newly adopted Fire Codes (see City Initiative #4)

City Initiative #4: Improving Services and Results

- Adopt the new State Fire Codes
- Implement program for the handling of Fire Prevention Bureau (FPB) records through the utilization of a records management system

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Restructure the Brush Vegetation Management program for the Very High Fire Hazard Severity Zone (VHFHSZ)
- Restructure the wood roof ordinance for the VHFHSZ and city-wide application
- Continue to develop the Title 19, Fire Protection Systems
- Restructure the Fire Alarm Testing program

FIRE DEPARTMENT

Fire Prevention - Code Enforcement

Program Staffing ♦

Full Time Positions	2006/07 Budget
FIRE BATTALION CHIEF 80	0.55
PLAN CHECK INSPECTOR	0.50
FIRE CAPTAIN 80	0.20
FIRE INSPECTOR	1.05
ADMINISTRATIVE CLERK II SAFETY SUPPORT	0.25
Total Program Full Time Positions	2.55

Program Budget ♦

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	54,000	62,300	15.37%
Total Revenues	54,000	62,300	
Expenditures			
SALARIES & BENEFITS	444,832	430,795	-3.16%
MATERIALS & SUPPLIES	7,072	5,217	-26.23%
CONTRACTUAL SERVICES	6,728	3,425	-49.09%
INTERNAL SERVICE FUND CHARGES	149,457	153,158	2.48%
OTHER CONTRACTUAL SERVICES	8,648	8,710	0.72%
Total Expenses	616,737	601,305	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Fire Prevention - Investigation

Program: 0103204

Description

Fire Investigation is an integral part of the Fire Department's commitment to public safety. Analysis of the causes of fires is the basis for establishing fire prevention program priorities and is mandated by the State Fire Marshal's Office. Fire Investigation includes two areas: 1) fire cause and determination; and 2) investigation of criminal actions which may have contributed to a fire.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Restructure Fire Investigation program
- Provide training for all Firefighters for origin and cause investigations

FIRE DEPARTMENT

Fire Prevention - Investigation

Program Staffing ♦

Full Time Positions	2006/07 Budget
FIRE BATTALION CHIEF 80	0.05
FIRE INSPECTOR	0.05
ADMINISTRATIVE CLERK II SAFETY SUPPORT	0.25
Total Program Full Time Positions	.35

Program Budget ♦

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	77,592	41,213	-46.89%
MATERIALS & SUPPLIES	644	869	34.94%
CONTRACTUAL SERVICES	612	2,693	340.03%
INTERNAL SERVICE FUND CHARGES	44,542	25,627	-42.47%
OTHER CONTRACTUAL SERVICES	786	792	0.72%
Total Expenses	124,176	71,193	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Fire Prevention - Plan Check

Program: 0103202

Description

Plan Checking is an important and practical fire prevention function involves the participation of the Fire Marshal or designated representative in the review of building plans, specifications, and in the construction process. The State Fire marshal requires that the Fire Department plan check all new construction for compliance with Health and Safety Code as well as current Fire Codes.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Increase the Fire Prevention Bureau (FPB) staffing to include one plan check position to meet the increasing needs created by increased building activity.
- Work with other city departments in improving and expediting the plan check process

FIRE DEPARTMENT

Fire Prevention - Plan Check

Program Staffing ♦

Full Time Positions	2006/07 Budget
FIRE BATTALION CHIEF 80	0.35
PLAN CHECK INSPECTOR	0.50
FIRE INSPECTOR	0.85
ADMINISTRATIVE CLERK II SAFETY SUPPORT	0.25
Total Program Full Time Positions	1.95

Program Budget ♦

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	94,000	148,000	57.45%
Total Revenues	94,000	148,000	
Expenditures			
SALARIES & BENEFITS	297,952	296,410	-0.52%
MATERIALS & SUPPLIES	4,501	4,454	-1.04%
CONTRACTUAL SERVICES	4,281	3,413	-20.28%
INTERNAL SERVICE FUND CHARGES	118,147	119,222	0.91%
OTHER CONTRACTUAL SERVICES	5,503	5,543	0.72%
Total Expenses	430,384	429,042	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Fire Prevention - Public Education / Special Events

Program: 0103201

Description

Public Education/Special Events provide the planning of Fire Service Day activities, Fire Prevention Week school visits, and Safety Expo.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Update all of the Fire Prevention public information materials

City Initiative #2: Communication and Outreach

- Establish Communications Program
- Provide on-going public education in Fire Prevention, CERT, and Disaster Assistance Response Training (DART) programs

FIRE DEPARTMENT

Fire Prevention - Public Education / Special Events

Program Staffing ♦

Full Time Positions	2006/07 Budget
FIRE BATTALION CHIEF 80	0.05
FIRE CAPTAIN 80	0.80
FIRE INSPECTOR	0.05
ADMINISTRATIVE CLERK II SAFETY SUPPORT	0.25
Total Program Full Time Positions	1.15

Program Budget ♦

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	100,000	289,000	189.00%
Total Revenues	100,000	289,000	
Expenditures			
SALARIES & BENEFITS	77,592	193,661	149.59%
MATERIALS & SUPPLIES	644	2,777	331.21%
CONTRACTUAL SERVICES	612	2,569	319.77%
INTERNAL SERVICE FUND CHARGES	113,470	135,326	19.26%
OTHER CONTRACTUAL SERVICES	786	792	0.72%
Total Expenses	193,104	335,125	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Fire Suppression - Calls for Services

Program: 0103301

Description

Suppression is the foundation of the fire department. Suppression is responsible for the rapid and timely delivery of emergency services to any incidents which threatens or has the potential to threaten life or property.

Suppression performs all duties related to emergency response (fire, rescue, medical and hazard abatement), non-emergency service calls, fire prevention and public education programs, in-service training for all personnel, comprehensive fire pre-planning for high risk and special hazard properties, and maintains fire facilities, apparatus and equipment.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Replace one (1) command vehicle and one (1) utility truck
- Initiate a funding program for the replacement of the Fire Department's Self Contained Breathing Apparatuses (SCBAs) within 3 years

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Increase Department response capability to vehicle extrication incidents
- Increase department training in utilization of Class A and Class B foams
- Restructure mutual aid operational procedures with LAFD through Standard Operating Procedures (SOP) development, training, and mutual aid exercises
- Improve the rapid response capability to major incidents that involve Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) agents

FIRE DEPARTMENT

Fire Suppression - Calls for Services

Program Staffing ♦

Full Time Positions	2006/07 Budget
ASSISTANT FIRE CHIEF	1.00
FIRE BATTALION CHIEF 112	2.40
FIRE CAPTAIN 112	12.00
FIRE ENGINEER	16.20
FIREFIGHTER	17.80
Total Program Full Time Positions	49.40

Program Budget ♦

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	18,000	20,000	11.11%
Total Revenues	18,000	20,000	
Expenditures			
SALARIES & BENEFITS	8,311,955	9,704,004	16.75%
MATERIALS & SUPPLIES	245,218	266,519	8.69%
CONTRACTUAL SERVICES	127,755	131,800	3.17%
CAPITAL OUTLAY	0	64,000	--
INTERNAL SERVICE FUND CHARGES	3,524,755	4,480,968	27.13%
OTHER CONTRACTUAL SERVICES	129,190	130,158	0.75%
Total Expenses	12,338,873	14,777,449	

* See *Glossary* for definition of accounts for revenue and expenditure category.

FIRE DEPARTMENT

Fire Suppression - Urban Search and Rescue Program

Program: 0103302

Description

The Urban Search and Rescue (USAR) program has been in existence since 1989 and is constantly evolving. It was instituted to provide the Fire Department an enhanced capability of dealing with complex physical rescues of people in structure collapse, confined space entrapment, major vehicle accidents, hillside or cliff rescue, etc.

The program currently consists of thirty highly trained members and a new high-tech USAR vehicle. The team members, vehicle, equipment, and training qualify our USAR team as a Type I or "Heavy" USAR team.

In addition, members of the USAR team train with all other non-team Firefighters to enhance the overall capability of the Fire Department to respond to rescues of all types.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Provide additional training to personnel for response to major incidents that involve Chemical, Biological, Radiological, Nuclear, and Explosive, (CBRNE) agents
- Increase participation in regional training activities with USAR teams from surrounding agencies

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Increase search and rescue capabilities of USAR and other Fire Department personnel with the acquisition of three (3) thermal imaging cameras
- Acquire fork lift to assist in USAR, CERT and DART training activities

FIRE DEPARTMENT

Fire Suppression - Urban Search and Rescue Program

Program Staffing ◆

Full Time Positions	2006/07 Budget
FIRE BATTALION CHIEF 112	0.30
FIRE CAPTAIN 112	1.70
FIRE ENGINEER	1.80
FIREFIGHTER	0.20
Total Program Full Time Positions	4.00

Program Budget ◆

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	1,071,209	1,241,035	15.85%
MATERIALS & SUPPLIES	61,304	51,523	-15.95%
CONTRACTUAL SERVICES	38,194	33,476	-12.35%
INTERNAL SERVICE FUND CHARGES	754,900	375,170	-50.30%
OTHER CONTRACTUAL SERVICES	32,298	32,540	0.75%
Total Expenses	1,957,905	1,733,744	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



Community Development Adopted Budget



COMMUNITY DEVELOPMENT

DEPARTMENT MISSION

The Community Development Department implements the long-range vision of development, safety and preservation of the City. Department staff work closely with the public to insure that buildings are constructed safely and that community aesthetics and our environment are maintained and enhanced achieving a harmonious and prosperous community. The department strives to provide customers with personal attention, accurate information, and timely solutions in a manner that instills public trust and confidence while exceeding service expectations. Through proactive enforcement of preservation and development codes, we strive to maintain the highest quality of life for residents, the business community and visitors, keeping Beverly Hills a world-class community.

DEPARTMENT GOALS

- Create and adopt a development impact fee ordinance
- Develop a plan to improve the effectiveness and efficiency of the overall permitting process
- Establish a comprehensive rental housing inspection program
- Reorganize the position structure in the Planning Division
- Outsource administration service of the Community Development Block Grant Program
- Develop an implementation plan for upgrade of structures that are subject to seismic hazard
- Ensure that all City-initiated projects are completed on schedule and within the allocated budget
- Ensure the timeliness and quality of the review of projects that are a high priority for the City

COMMUNITY DEVELOPMENT

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	8,229,499	9,109,383	10.69%

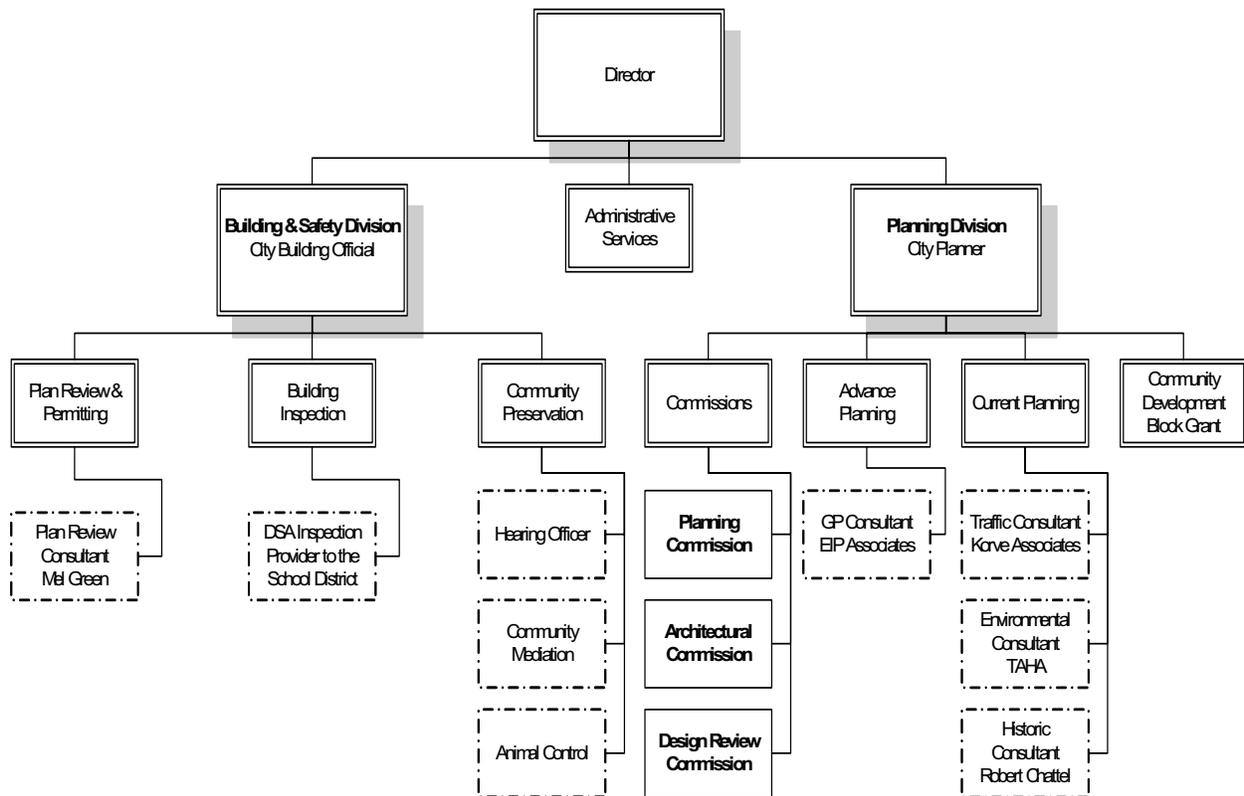
	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Expenditures	8,762,934	9,684,479	10.52%

DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions	45.00

COMMUNITY DEVELOPMENT

DEPARTMENT ORGANIZATION CHART



COMMUNITY DEVELOPMENT

Administration - Administrative Services

Program: 0113730

Description

Administrative Services provides administrative support to the department's two divisions namely, the Planning Division and the Building and Safety Division as well as the Architectural, Design Review and Planning Commissions. Its activities also include staff support to top- and mid-level management, City Officials and the public. It is involved in the overall direction and coordination of department's different programs and work processes.

2006/07 Work Plan

City Initiative #2: Organizational Development - Being the Best

- Staff Training - Continue in-house training program to provide education and advancement opportunities on work-related topics for planners and administrative support staff.

City Initiative #3: Communication and Outreach

- Update the Departmental Webpage - Update the website to reflect the current Department programs and services offered, to help the public navigate through the City requirements, and obtain information on various procedures and programs.

City Initiative #4: Improving Services and Results

- Permit Process Evaluation - Evaluate the efficiency and quality control of the permit process for project developments. Includes programs to improve public information such as brochures at the public counter, permit applications and website information.

COMMUNITY DEVELOPMENT

Administration - Administrative Services

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR COMMUNITY DEVELOPMENT	0.33
CITY PLANNER	0.30
MANAGEMENT ANALYST	0.33
PRINCIPAL PLANNER	0.20
ADMINISTRATIVE SECRETARY	0.30
SECRETARY	0.55
PLANNING COORDINATOR	0.40
Total Program Full Time Positions	2.41

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	175,696	0	-100.00%
USE OF MONEY & PROPERTY	2,479	0	-100.00%
SERVICE FEES & CHARGES	13,036	0	-100.00%
MISCELLANEOUS REVENUES	40,210	0	-100.00%
Total Revenues	231,421	0	
Expenditures			
SALARIES & BENEFITS	150,262	294,380	95.91%
MATERIALS & SUPPLIES	4,306	4,801	11.49%
CONTRACTUAL SVCS	10,536	22,133	110.06%
INTERNAL SVC FUND CHARGES	91,240	174,783	91.56%
OTHER CONTRACTUAL SVCS	1,762	1,780	1.02%
Total Expenses	258,106	497,877	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY DEVELOPMENT

Administration - Records Management

Program: 0104602

Description

Records Management program is charged with providing public information on all development and property related records (i.e. zoning, plans, reports, permits, covenants, and other related documents).

2006/07 Work Plan

City Initiative #2: Communication and Outreach, and City Initiative # 4: Improving Services and Results

- Records Inventory - Complete an inventory of all records and create a list that identifies all records maintained by the department, which will be available to the customer at the counter and the City's website. The list will also be used as the basis for the needs assessment program being developed by the City Clerk's Office.

City Initiative #4: Improving Services and Results

- Eliminate Records Backlog - In conjunction with the City Clerk's Office, this multi-year initiative will scan and link department's backlog of plans and files into the automated records management system and the Online Business Center (OBC).

COMMUNITY DEVELOPMENT

Administration - Records Management

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR COMMUNITY DEVELOPMENT	0.07
PLAN REVIEW MANAGER	0.15
MANAGEMENT ANALYST	0.07
RECORDS/MICRO/CMP IMAG TECHNICIAN	1.00
CUSTOMER SERVICE REPRESENTATIVE	0.40
ADMINISTRATIVE SECRETARY	0.15
PLANNING COORDINATOR	0.20
Total Program Full Time Positions	2.04

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	131,182	129,303	-1.43%
MISCELLANEOUS REVENUES	16,298	29,080	78.43%
Total Revenues	147,480	158,383	
Expenditures			
SALARIES & BENEFITS	132,485	163,973	23.77%
MATERIALS & SUPPLIES	2,168	1,677	-22.65%
CONTRACTUAL SVCS	3,396	3,837	12.99%
INTERNAL SVC FUND CHARGES	201,809	211,003	4.56%
OTHER CONTRACTUAL SVCS	2,081	2,102	1.02%
Total Expenses	341,939	382,593	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY DEVELOPMENT

Building and Safety - Building Inspection

Program: 0104610

Description

The nationally certified building inspection staff provides inspections for all construction projects on private and City-owned properties. In addition, Building Inspection staff contracts with the Beverly Hills Unified School District to provide Division of State Architect inspections for the District's new and on-going modernization and improvement projects.

2006/07 Work Plan

City Initiative #2: Communication and Outreach, and City Initiative #4: Improving Services and Results

- Interactive Voice Response System Upgrade (IVR) - Introduce an upgraded Interactive Voice Response system to improve response to many of the routine scheduling and status calls such as inspector arrival times and inspection results. The updated system will offer up-to-date, out-going-messages and informational prompts.
- Inspection Appointment - Introduce a daily 2-hour inspection appointment window to allow customers a defined time in which they can expect a City Building Inspector to arrive at the jobsite.
- Training - Hire a consultant to conduct in-house technical code training.

COMMUNITY DEVELOPMENT

Building and Safety - Building Inspection

Program Staffing

Full Time Positions	2006/07 Budget
CITY BUILDING OFFICIAL	0.33
DIRECTOR COMMUNITY DEVELOPMENT	0.10
MANAGEMENT ANALYST	0.10
SENIOR BUILDING INSPECTOR	5.10
BUILDING & SAFETY INSPECTOR I	0.85
BUILDING & SAFETY INSPECTOR II	1.70
BUILDING INSPECTION MANAGER	0.90
ADMINISTRATIVE SECRETARY	0.33
Total Program Full Time Positions	9.41

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	4,220,254	5,414,913	28.31%
MISCELLANEOUS REVENUES	25,638	816	-96.82%
Total Revenues	4,245,892	5,415,729	
Expenditures			
SALARIES & BENEFITS	1,245,486	1,165,796	-6.40%
MATERIALS & SUPPLIES	8,432	9,552	13.29%
CONTRACTUAL SVCS	13,206	62,437	372.79%
INTERNAL SVC FUND CHARGES	310,673	477,989	53.86%
OTHER CONTRACTUAL SVCS	16,315	16,482	1.02%
Total Expenses	1,594,112	1,732,256	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY DEVELOPMENT

BUILDING AND SAFETY - PLAN CHECK AND PERMITTING

Program: 0104601

Description

This program is charged with reviewing and approving all commercial and residential projects for compliance with Federal, State and local laws. It provides assistance to customers with their construction-related needs through its various public outreach programs and facilitates collection of all development-related fees and taxes.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Combination permit - A two-year initiative, included in the City's e-gov program intended to provide improved customer service. Customers can obtain one combination permit instead of the current process of obtaining multiple permits for one project. For fiscal year 2006/07, this initiative will be focused on completing a study to identify the critical path for the combination permits implementation.
- Plan Review Correction Sheets - Update plan review correction sheets and make it available for the public on the City's website.
- IVR System Upgrade - Update the Department's Interactive Voice Response system to allow for e-mail and fax plan check corrections, and for customers to obtain plan review information and status.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Seismic Mitigation Program - Many of the city's commercial and multi-family buildings were built prior to modern codes. This two-year initiative will identify and initiate a mitigation process to address design deficiencies in building constructed prior to modern codes. For Fiscal Year 2006-2007, the initiative will be focused developing an over-all project schedule, study of other jurisdictions, and possible mitigation mechanisms and incentive options.

COMMUNITY DEVELOPMENT

BUILDING AND SAFETY - PLAN CHECK AND PERMITTING

Program Staffing

Full Time Positions	2006/07 Budget
CITY BUILDING OFFICIAL	0.34
DIRECTOR COMMUNITY DEVELOPMENT	0.10
PLAN REVIEW MANAGER	0.85
CUSTOMER SERVICES SUPERVISOR	1.00
MANAGEMENT ANALYST	0.10
SENIOR BUILDING INSPECTOR	0.90
CUSTOMER SERVICE REPRESENTATIVE	3.60
BUILDING & SAFETY INSPECTOR I	0.15
BUILDING & SAFETY INSPECTOR II	0.30
BUILDING INSPECTION MANAGER	0.10
SR PLAN REVIEW ENGINEER	2.00
ADMINISTRATIVE SECRETARY	0.34
PLAN REVIEW ENGINEER ARCHITECT	1.00
SUPERVISORY PLAN REVIEW ENGINEER	1.00
Total Program Full Time Positions	11.78

COMMUNITY DEVELOPMENT

BUILDING AND SAFETY - PLAN CHECK AND PERMITTING

Program Budget ◆

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	2,330,888	2,444,521	4.88%
FINES & PENALTIES	225	0	-100.00%
SERVICE FEES & CHARGES	1,209	981	-18.85%
MISCELLANEOUS REVENUES	4,929	27,961	467.28%
Total Revenues	2,337,251	2,473,463	
Expenditures			
SALARIES & BENEFITS	1,247,402	1,469,244	17.78%
MATERIALS & SUPPLIES	8,913	9,449	6.01%
CONTRACTUAL SVCS	68,762	126,293	83.67%
INTERNAL SVC FUND CHARGES	720,081	661,652	-8.11%
OTHER CONTRACTUAL SVCS	18,923	19,117	1.02%
Total Expenses	2,064,081	2,285,754	

* See *Glossary* for definition of accounts for revenue and expenditure category.



COMMUNITY DEVELOPMENT

Community Preservation Services

Program: 0114620

Description

Responds to citizen complaints and proactively enforces compliance of property maintenance standards, nuisance abatement, building permits, business tax registration, zoning, animal control, and rent stabilization. Administration of animal contracts with Los Angeles County and Community Mediation program with the Los Angeles County Bar Association.

2006/07 Work Plan

City Initiative # 3 - Community Reinvestment

- Proactive Inspection - Assign an officer specifically for proactive inspection of commercial areas to control sub-standard building conditions, un-maintained properties, and un-permitted signs.

City Initiative # 4 - Improving Services and Results

- Animal Control Services - Continue to discuss and negotiate a new animal control contract and licensing program with the City of Los Angeles.
- Administrative Enforcement Regulations - Revise municipal code requirements for the service of Administrative Penalty documents to improve efficiency by reducing processing time and mailing costs.

COMMUNITY DEVELOPMENT

Community Preservation Services

Program Staffing

Full Time Positions	2006/07 Budget
CITY BUILDING OFFICIAL	0.33
DIRECTOR COMMUNITY DEVELOPMENT	0.10
MANAGEMENT ANALYST	0.10
CODE ENFORCEMENT OFFICER	2.55
SR CODE ENFORCEMENT OFFICER	0.85
CODE ENFORCEMENT MGR	0.85
ADMINISTRATIVE SECRETARY	0.33
SECRETARY	0.50
Total Program Full Time Positions	5.61

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	14,571	12,184	-16.38%
FINES & PENALTIES	4,282	10,231	138.92%
Total Revenues	18,853	22,415	
Expenditures			
SALARIES & BENEFITS	600,556	589,588	-1.83%
MATERIALS & SUPPLIES	3,373	1,572	-53.39%
CONTRACTUAL SVCS	167,961	99,572	-40.72%
INTERNAL SVC FUND CHARGES	294,917	333,395	13.05%
OTHER CONTRACTUAL SVCS	7,851	7,931	1.02%
Total Expenses	1,074,658	1,032,058	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY DEVELOPMENT

Housing and Community Services - Rent Stabilization

Program: 0114621

Description

Responds to citizen complaints and inquiries relating to unlawful rent increases, reduction in housing services, and evictions of tenants residing in multi-family rental units. Administration of the Community Mediation program with the Los Angeles County Bar Association.

2006/07 Work Plan

City Initiative #2: Communication and Outreach

- Update Website - Update the City's Rent Stabilization website to reflect recent changes in City regulations.

City Initiative #4: Improving Services and Results

- Administrative Penalty Documents - Revise municipal code requirements for the service of Administrative Penalty documents to reduce processing time and mailing cost.

COMMUNITY DEVELOPMENT

Housing and Community Services - Rent Stabilization

Program Staffing

Full Time Positions	2006/07 Budget
CODE ENFORCEMENT OFFICER	0.45
SR CODE ENFORCEMENT OFFICER	0.15
CODE ENFORCEMENT MANAGER	0.15
SECRETARY	0.15
Total Program Full Time Positions	0.90

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	74,103	85,439	15.30%
MATERIALS & SUPPLIES	1,204	961	-20.22%
CONTRACTUAL SVCS	1,887	8,004	324.26%
INTERNAL SVC FUND CHARGES	51,843	51,218	-1.21%
OTHER CONTRACTUAL SVCS	982	992	1.02%
Total Expenses	130,019	146,614	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY DEVELOPMENT

Housing and Community Services - Handyworker Program

Program: 0104201

Description

Responsible for the administration of the Handyworker Program of minor home repairs, home security and mobility improvements for lower income households in single-family homes or apartments, funded by the federal Community Development Block Grant (CDBG).

2006/07 Work Plan

City Initiative #1: Community Reinvestment

- Handyworker Program Maintenance - Continue to provide the Handyworker Program, to the extent funding allows, to maintain the physical condition of the City's residential structures.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Award of Merit for Los Angeles County - Qualify the City's CDBG program for an Award of Merit for Los Angeles County for successfully expending CDBG funds.
- CDBG Program Continuance - Continue to work with other jurisdictions and state and national organizations to prevent federal cuts in the CDBG Program.

City Initiative #4: Improving Services and Results

- CDBG Administration - Engage the services of a consultant to administer the City's CDBG Program, including the Handyworker Program, to improve efficiency and allow staff to focus on new CDBG projects.

COMMUNITY DEVELOPMENT

Housing and Community Services - Handyworker Program

Program Staffing

Full Time Positions	2006/07 Budget
SENIOR PLANNER	0.10
PLANNING COORDINATOR	0.10
Total Program Full Time Positions	0.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	222,935	213,266	-4.34%
Total Revenues	222,935	213,266	
Expenditures			
SALARIES & BENEFITS	34,174	35,847	4.90%
MATERIALS & SUPPLIES	624	0	-100.00%
CONTRACTUAL SVCS	232,705	177,419	-23.76%
OTHER CONTRACTUAL SVCS	346	0	-100.00%
Total Expenses	267,849	213,266	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY DEVELOPMENT

HOUSING AND COMMUNITY SERVICES - SENIOR SERVICES

Program: 0104202

Description

Responsible for the administration of Senior Case Management Program (social worker who helps seniors to remain independent in their own homes) funded by the federal Community Development Block Grant (CDBG).

2006/07 Work Plan

City Initiative #2: Communication and Outreach, and City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Award of Merit from Los Angeles County - Qualify the City's CDBG program for an Award of Merit from Los Angeles County for successfully expending CDBG funds.
- CDBG Program Continuance - Continue to work with other jurisdictions and state and national organizations to prevent federal cuts in the CDBG Program.

City Initiative #4: Improving Services and Results

- CDBG Consultant - Engage the services of a consultant to administer the City's CDBG Program, including the Senior Services Program, to improve efficiency and allow staff to focus on new CDBG projects.

COMMUNITY DEVELOPMENT

HOUSING AND COMMUNITY SERVICES - SENIOR SERVICES

Program Staffing

Full Time Positions	2006/07 Budget
SENIOR PLANNER	0.10
PLANNING COORDINATOR	0.10
Total Program Full Time Positions	0.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	45,662	43,681	-4.34%
Total Revenues	45,662	43,681	
Expenditures			
SALARIES & BENEFITS	29,219	7,342	-74.87%
MATERIALS & SUPPLIES	624	0	-100.00%
CONTRACTUAL SVCS	48,636	36,338	-25.29%
OTHER CONTRACTUAL SVCS	322	0	-100.00%
Total Expenses	78,801	43,680	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY DEVELOPMENT

Planning Services - Advance Planning

Program: 0103702

Description

Responsible for long-range planning regarding land use and development including updating the City's General Plan, performing planning studies and implementing ordinances that fulfill long-range goals such as providing housing affordable to a wide range of the City's residents.

2006/07 Work Plan

City Initiative #2 - Communications and Outreach, City Initiative #3 - Community Reinvestment, and City Initiative #5 - Sustaining Beverly Hills' Reputation for Excellence

- General Plan - Complete a multi-year project to comprehensively update the General Plan and certify an Environmental Impact Report.
- Industrial Area Re-Plan - Continue work on a multi-year project to adopt new land use and circulation plans as well as new zoning standards for the area bounded by Santa Monica Blvd., N. Maple Dr., Civic Center Dr., and the east-west alley south of Third Street. Completion of a Draft Environmental Impact Report, draft zoning standards, and the beginning of the public review process are anticipated for this fiscal year.
- Historic Preservation - Completion of City's 1985-86 Survey update and completion of the multi-residential properties' survey. Presentation of results, development of recommendations and implementation of policy direction.
- Affordable Housing Strategies - Analysis for development agreements and establishment of a formula for inclusionary and in-lieu fee payment requirements for proposed multi-family residential and mixed-use developments.

COMMUNITY DEVELOPMENT

Planning Services - Advance Planning

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR COMMUNITY DEVELOPMENT	0.10
CITY PLANNER	0.20
SENIOR PLANNER	1.06
MANAGEMENT ANALYST	0.10
ASSOCIATE PLANNER	1.00
ASSISTANT PLANEER	0.40
PRINCIPAL PLANNER	1.20
ADMINISTRATIVE SECRETARY	0.15
Total Program Full Time Positions	4.21

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	3,388	0	-100.00%
Total Revenues	3,388	0	
Expenditures			
SALARIES & BENEFITS	426,055	468,638	9.99%
MATERIALS & SUPPLIES	24,176	25,290	4.61%
CONTRACTUAL SVCS	273,938	282,767	3.22%
INTERNAL SVC FUND CHARGES	229,890	282,096	22.71%
OTHER CONTRACTUAL SVCS	5,628	5,686	1.02%
Total Expenses	959,687	1,064,477	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY DEVELOPMENT

Planning Services - Commissions

Program: 0103703

Description

Responsible for supporting the Planning, Architectural, and Design Review Commissions, three separate decision-making (discretionary) boards mandated by the City Council to oversee current and future private land use and development in the City.

2006/07 Work Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Training - Continue with Commission training and education.
- Award Program - Develop a Design Review Award Program for single-family residential developments.

COMMUNITY DEVELOPMENT

Planning Services - Commissions

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR COMMUNITY DEVELOPMENT	0.10
CITY PLANNER	0.25
SENIOR PLANNER	0.87
MANAGEMENT ANALYST	0.10
ASSISTANT PLANNER	0.20
ASSOCIATE PLANNER	0.30
PRINCIPAL PLANNER	0.60
ADMINISTRATIVE SECRETARY	0.40
SECRETARY	0.50
PLANNING COORDINATOR	0.20
Total Program Full Time Positions	3.52

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	29,376	0	-100.00%
SERVICE FEES & CHARGES	34,942	0	-100.00%
Total Revenues	64,318	0	
Expenditures			
SALARIES & BENEFITS	392,700	408,725	4.08%
MATERIALS & SUPPLIES	6,555	6,784	3.50%
CONTRACTUAL SVCS	38,067	39,133	2.80%
INTERNAL SVC FUND CHARGES	205,334	246,899	20.24%
OTHER CONTRACTUAL SVCS	5,444	5,500	1.02%
Total Expenses	648,099	707,040	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY DEVELOPMENT

Planning Services - Current Planning

Program: 0103701

Description

Responsible for the administration and application of land use zoning and development standards of the City. Staff guides projects through the entitlement permits process, and supports the Planning, Architectural, and Design Review Commissions, three separate decision-making boards mandated by the City Council.

2006/07 Work Plan

City Initiative #2: Organizational Development - Being the Best

- Staff Training - Continue in-house training on topics such as CEQA, Subdivision Map Act, report writing, and contract administration.

City Initiative #3: Community Reinvestment, and City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Beverly Hills Cultural Center - Complete preparation of the Environmental Impact Report for reuse of the former Beverly Hills Post Office into a cultural center & parking facilities.
- Single Family Development Standards Analysis - Continue re-evaluation of development standards (size, lot coverage, basements, buildable envelope, and parking).
- Single Family Design Review Evaluation - Continue assessment and refinement of the design review program and the Style Catalogue.
- Commercial CID Study - Analyze impacts of permitting condominium segmentation or conversion of commercial development to common interest ownership.
- Water-conserving Landscape Standards - Development of standards required by Municipal Code and State law.
- Update Local CEQA Guidelines - Incorporate recent changes in CEQA in the City's Local Guidelines and development of thresholds of significance to strengthen findings.
- Sign Code Revision - Revise sign code provisions.
- Medical Office Study Phase 2 - Multi-year project analyzing environmental and fiscal impact of medical office development in the City.

COMMUNITY DEVELOPMENT

Planning Services - Current Planning

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR COMMUNITY DEVELOPMENT	0.10
CITY PLANNER	0.25
SENIOR PLANNER	1.87
MANAGEMENT ANALYST	0.10
ASSISTANT PLANNER	1.40
ASSOCIATE PLANNER	2.10
PRINCIPAL PLANNER	1.00
SECRETARY	0.30
Total Program Full Time Positions	7.12

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	611,118	288,454	-52.80%
USE OF MONEY & PROPERTY	45,655	53,289	16.72%
SERVICE FEES & CHARGES	209,372	433,122	106.87%
MISCELLANEOUS REVENUES	46,154	7,582	-83.57%
Total Revenues	912,299	782,447	
Expenditures			
SALARIES & BENEFITS	681,186	793,507	16.49%
MATERIALS & SUPPLIES	9,548	9,470	-0.82%
CONTRACTUAL SVCS	189,949	270,772	42.55%
INTERNAL SVC FUND CHARGES	455,286	495,200	8.77%
OTHER CONTRACTUAL SVCS	9,614	9,914	3.12%
Total Expenses	1,345,583	1,578,863	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



Information Technology Adopted Budget



INFORMATION TECHNOLOGY

DEPARTMENT MISSION

The Information Technology (IT) Department is a compilation of five divisions or programs: Wireless Communications, Information Technology, Cable Television, Graphic Arts and Document Management. IT will be a leader among municipal Information Technology service providers. Working with City departments, IT will provide strategic vision for effective information systems. Accomplishment of this mission will facilitate knowledge sharing and will result in satisfied clients.

DEPARTMENT GOALS

- Support the technology needs of all City processes
- Develop systems and processes that provide consistency and cost efficiency to the City overall, while exercising flexibility and judgment regarding individual department needs
- Work with departments to develop and maintain information systems and processes
- Create endless opportunities for the City while providing a high quality of client service
- Develop smart tools that enhance job performance
- Explore team building concepts designed to create leadership and promotion from within.

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	9,726,675	11,233,149	15.49%

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Operating Expenditures	9,469,900	10,875,066	14.84%
Total Capital Improvement Projects	8,800,000	9,675,000	9.43%
Grand Total	18,269,900	20,550,660	12.48%

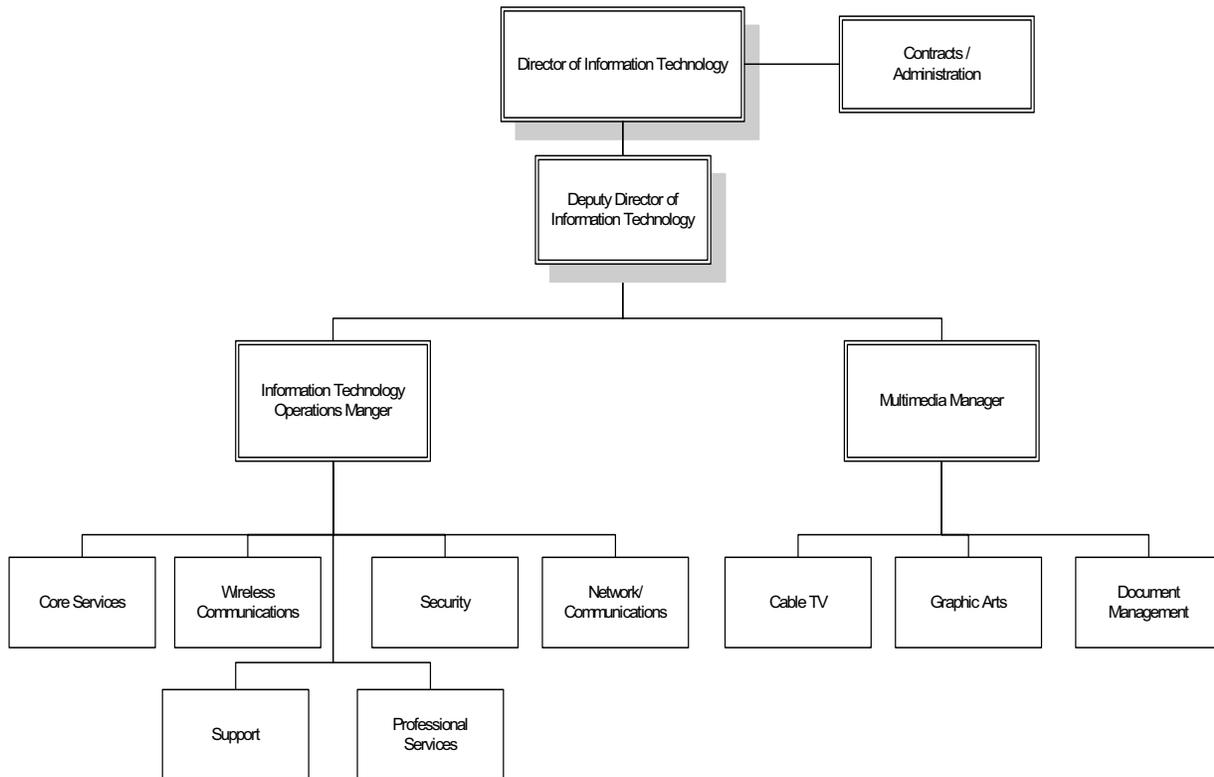
INFORMATION TECHNOLOGY

DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions	24.00

Part Time Positions	2006/07 Budget
Total Part Time Positions	5.0

DEPARTMENT ORGANIZATION CHART





INFORMATION TECHNOLOGY

Cable Television Administration

Program: 4200901

Description

Responsible for monitoring compliance for the City's cable television franchise. Additionally, track and mediate cable television subscriber complaints. Includes administration, scheduling, and playback of the City's cable TV channels and City website video on demand programs. Technical coordination with the cable operator for Public Education Government (PEG) channels.

2006/07 Work Plan

City Initiative #2: Communications and Outreach

- Present and display City video programming on new media resources and outlets including digital signage and video on demand on the City's website.
- As a capital improvement, facilitate equipment refurbishment for the City Hall television control room used for City Council meeting coverage.
- Manage cable franchise negotiations including potential statewide franchising agreements with AT&T and Verizon.

INFORMATION TECHNOLOGY

Cable Television Administration

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR/INFORMATION TECH	0.11
MANAGEMENT ANALYST	0.11
CABLE TV PROG OPER SPEC	1.00
CABLE TV MANAGER	0.33
SR CONTRACT ADMINISTRATOR	0.11
ADMINISTRATIVE SECRETARY	0.11
DEP DIR INFO TECHNOLOGY	0.11
Total Program Full Time Positions	1.89

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	0	430,000	--
INTERNAL SVCS FD RECEIPTS	415,830	55,604	-86.63%
Total Revenues	415,830	485,604	
Expenditures			
SALARIES & BENEFITS	183,530	206,895	12.73%
MATERIALS & SUPPLIES	8,244	6,378	-22.63%
CONTRACTUAL SVCS	90,539	94,362	4.22%
INTERNAL SVC FUND CHARGES	118,478	141,919	19.79%
OTHER CHARGES	8,771	9,078	3.50%
OTHER CONTRACTUAL SVCS	5,281	5,335	1.02%
Total Expenses	414,843	463,968	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

Cable Television Production

Program: 4200902

Description

Provides live and replayed coverage of City Council and Commission meetings. Responsible for video production and airing of additional public information and education campaigns to increase citizen involvement and awareness of City programs and services.

2006/07 Work Plan

City Initiative #2: Communications and Outreach

- Continue outreach efforts with a variety of program formats to engage the Community. Continue with Commission meeting coverage, and news and information program Beverly Hills in Focus.
- Develop new program formats such as public service announcements, narratives, and documentaries to supplement existing efforts.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Develop award winning, innovative, engaging video programming for the Community.

INFORMATION TECHNOLOGY

Cable Television Production

Program Staffing

Full Time Positions	2006/07 Budget
CABLE TV VIDEO PROD COORD	1.00
CABLE TV/VIDEO ASSOC II	1.00
Total Program Full Time Positions	2.00

Part Time Positions	2006/07 Budget
CABLE TV/VIDEO ASSOC I	3.00
CABLE TV/VIDEO SPECIALIST	1.00
CABLE TV/VIDEO ASSISTANT	1.00
Total Program Part Time Positions	5.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	400,000	0	-100.00%
INTERNAL SVCS FD RECEIPTS	187,014	758,535	305.60%
Total Revenues	587,014	758,535	
Expenditures			
SALARIES & BENEFITS	232,092	364,016	56.84%
MATERIALS & SUPPLIES	47,543	49,207	3.50%
CONTRACTUAL SVCS	61,882	63,548	2.69%
CAPITAL OUTLAY	0	250,000	--
INTERNAL SVC FUND CHARGES	234,671	255,868	9.03%
OTHER CHARGES	15,759	16,311	3.50%
OTHER CONTRACTUAL SVCS	9,489	9,586	1.02%
Total Expenses	601,436	1,008,535	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

Document Administration

Program: 4308401

Description

Responsible for supporting the City's document management processes for print, copy and scan functions.

2006/07 Work Plan

City Initiative #4 - Improving Services and Results

- Continue planning and program design to move print center to Library Level A.
- Automate print shop work order process to improve work flow and reporting.

INFORMATION TECHNOLOGY

Document Administration

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR/INFORMATION TECH	0.11
MANAGEMENT ANALYST	0.11
CABLE TV MANAGER	0.33
SR CONTRACT ADMINISTRATOR	0.11
ADMINISTRATIVE SECRETARY	0.11
DEP DIR INFO TECHNOLOGY	0.11
Total Program Full Time Positions	0.89

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	298,104	269,288	-9.67%
Total Revenues	298,104	269,288	
Expenditures			
SALARIES & BENEFITS	99,769	119,750	20.03%
MATERIALS & SUPPLIES	19,737	1,513	-92.33%
CONTRACTUAL SVCS	133,047	63,697	-52.12%
INTERNAL SVC FUND CHARGES	38,227	50,249	31.45%
OTHER CHARGES	317	328	3.50%
OTHER CONTRACTUAL SVCS	2,452	2,462	0.42%
Total Expenses	293,549	238,000	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

Document Production

Program: 4308402

Description

Responsible for production and distribution of printed and electronic materials produced by the City including brochures, invitations, publicity materials, notices, billings, etc. Additionally, provides centralized metered postage services for all City mailings.

2006/07 Work Plan

City Initiative #2 - Communications and Outreach

- Continue development of digital printing processes to improve quality and efficiency.

City Initiative #4 - Improving Services and Results

- Perform as an electronic central processing bureau in support of the City's document management solution.

INFORMATION TECHNOLOGY

Document Production

Program Staffing

Full Time Positions	2006/07 Budget
GRAPHIC SERVICES WORKER	2.00
REPROGRAPHICS ASSISTANT	1.00
Total Program Full Time Positions	3.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	660,296	1,122,209	69.96%
Total Revenues	660,296	1,122,209	
Expenditures			
SALARIES & BENEFITS	164,771	177,131	7.50%
MATERIALS & SUPPLIES	76,424	98,013	28.25%
CONTRACTUAL SVCS	266,098	692,940	160.41%
INTERNAL SVC FUND CHARGES	147,516	149,244	1.17%
OTHER CHARGES	555	574	3.50%
OTHER CONTRACTUAL SVCS	4,288	4,306	0.42%
Total Expenses	659,651	1,122,209	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

Graphic Arts Administration

Program: 4307101

Description

Responsible for graphic arts project management.

2006/07 Work Plan

City Initiative #2: Communications and Outreach

- Ensure design criteria for published works are on brand and consistent with the City's initiative and outreach messages.

City Initiative #4: Improving Services and Results

- Continue planning anticipated relocation of graphic arts to take advantage of close working proximity with the print center.
- Develop use of web based Bevy application for ordering graphic art design projects/requests. Initiate and implement electronic proofing with departmental clients.

INFORMATION TECHNOLOGY

Graphic Arts Administration

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR/INFORMATION TECH	0.11
ART DIRECTOR	1.00
MANAGEMENT ANALYST	0.11
CABLE TV MANAGER	0.33
SR CONTRACT ADMINISTRATOR	0.11
ADMINISTRATIVE SECRETARY	0.11
DEP DIR INFO TECHNOLOGY	0.11
Total Program Full Time Positions	1.89

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	320,817	352,260	9.80%
Total Revenues	320,817	352,260	
Expenditures			
SALARIES & BENEFITS	212,798	239,544	12.57%
MATERIALS & SUPPLIES	6,172	1,413	-77.10%
CONTRACTUAL SVCS	4,523	354	-92.17%
INTERNAL SVC FUND CHARGES	87,455	104,743	19.77%
OTHER CHARGES	705	730	3.50%
OTHER CONTRACTUAL SVCS	5,453	5,476	0.42%
Total Expenses	317,106	352,260	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

Graphic Arts Production

Program: 4307102

Description

Supports City publicity and information campaigns by providing art design services for brochures, invitations, signs, flyers, posters, and banners.

2006/07 Work Plan

City Initiative #2: Communications and Outreach

- Continue development of a variety of designs and layouts to support the City's marketing and branding efforts.

INFORMATION TECHNOLOGY

Graphic Arts Production

Program Staffing

Full Time Positions	2006/07 Budget
GRAPHIC ARTIST	1.00
GRAPHIC SERVICES WORKER	1.00
Total Program Full Time Positions	2.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	244,685	264,863	8.25%
Total Revenues	244,685	264,863	
Expenditures			
SALARIES & BENEFITS	119,637	129,870	8.55%
MATERIALS & SUPPLIES	11,627	24,171	107.89%
CONTRACTUAL SVCS	9,043	4,836	-46.53%
INTERNAL SVC FUND CHARGES	98,368	102,086	3.78%
OTHER CHARGES	443	459	3.50%
OTHER CONTRACTUAL SVCS	3,428	3,443	0.42%
Total Expenses	242,547	264,863	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

IT Administration

Program: 4101501

Description

IT will set the standard of excellence for municipal governments seeking state-of-the-art information services to improve the quality of their organizational processes, and enhance information services to their communities. The Administration function is accountable for the vision, management, oversight, and delivery of IT solutions.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Define and begin implementing "Smart City" initiatives that includes:
 - wireless
 - community video security
 - 5 year master plan
- Expand eGovernment offerings
- Increase user mobility through wireless technology
- Reduce overall costs of information delivery and demonstrate return on investment
- Leverage relationships to create revenue-generating opportunities
- Formalize and publish replacement schedules for IT infrastructure that includes costing proposals and financial planning

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Enhance resiliency of IT infrastructure by employing business continuity best practices

City Initiative #1: Organizational development

- Expand training opportunities to all staff with emphasis on succession planning

City Initiative #2: Communications and Outreach

- Define key messages (rework mission and vision), distill IT initiatives into consistently used talking points.

INFORMATION TECHNOLOGY

IT Administration

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR/INFORMATION TECH	0.56
MANAGEMENT ANALYST	0.11
SR CONTRACT ADMINISTRATOR	0.56
ADMINISTRATIVE SECRETARY	0.56
DEP DIR INFO TECHNOLOGY	0.56
Total Program Full Time Positions	2.33

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	1,578,270	958,354	-39.28%
Total Revenues	1,578,270	958,354	
Expenditures			
SALARIES & BENEFITS	306,005	360,224	17.72%
MATERIALS & SUPPLIES	33,930	37,950	11.85%
CONTRACTUAL SVCS	21,480	32,058	49.25%
INTERNAL SVC FUND CHARGES	159,499	139,562	-12.50%
OTHER CHARGES	1,296,802	332,069	-74.39%
OTHER CONTRACTUAL SVCS	26,394	56,491	114.03%
Total Expenses	1,844,110	958,354	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

IT Core Systems

Program: 4101506

Description

The Core Systems program maintains and enhances the City's Core IT Infrastructure that includes all servers in the data center, Public Safety computer infrastructure, and all mission-critical applications.

2006/07 Work Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Maintain industry best practice of 99.99999 percent uptime for the City's Core IT Infrastructure, including:
 - File and Print Services
 - E-Mail
 - Web services
 - Enterprise applications
- Expand remote disaster recovery infrastructure
- Enhance predictive failure alerts
- Accelerate consolidation of disparate technology
- Ensure integrity of mission critical systems

City Initiative #4: Improving Services and Results

- Maximize utilization of existing infrastructure
- Facilitate remote access capabilities
- Sunset legacy infrastructure
- Ensure every employee has access to e-mail

INFORMATION TECHNOLOGY

IT Core Systems

Program Staffing

Full Time Positions	2006/07 Budget
IT OPERATIONS MANAGER	0.25
WEB DESIGNER	1.00
IT SYSTEM ARCHITECT	1.00
Total Program Full Time Positions	2.25

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	1,316,519	2,585,350	96.38%
Total Revenues	1,316,519	2,585,350	
Expenditures			
SALARIES & BENEFITS	222,624	251,820	13.11%
MATERIALS & SUPPLIES	18,000	300	-98.33%
CONTRACTUAL SVCS	600,000	845,000	40.83%
INTERNAL SVC FUND CHARGES	111,292	119,267	7.17%
OTHER CHARGES	348,080	1,360,263	290.79%
OTHER CONTRACTUAL SVCS	14,757	8,700	-41.04%
CAPITAL PROJECTS	2,250,000	4,140,000	84.00%
Total Expenses	3,564,754	6,725,350	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

IT Network/Communications

Program: 4101503

Description

The Network and Communications program provides comprehensive telecommunications services in support of all City Programs. Included is the engineering, maintenance, management, and monitoring of the City's:

- Telephony operations
- Internet connectivity
- Municipal Area Network
- Ethernet system
- WiFi network
- Layer 1 cabling and physical infrastructure
- Layer 2 switching infrastructure
- Layer 3 routing and security operations

2006/07 Work Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Further expansion of the Municipal Area Network into southern section of City.
- Design and implement comprehensive phone system upgrade that includes Voice Over Internet Protocol (VOIP) architecture
- Maintain industry best practice of 99.99999 percent uptime

City Initiative #3: Community Reinvestment

- Upgrade to CAT6 wiring in key facilities to enable "Smart City"
- Upgrade telco services to satellite offices
- Enable parking system upgrade via telco support

INFORMATION TECHNOLOGY

IT Network/Communications

Program Staffing

Full Time Positions	2006/07 Budget
TELECOMMUNICATIONS ANALYST	1.00
IT OPERATIONS MANAGER	0.25
Total Program Full Time Positions	1.25

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	707,467	707,984	0.07%
Total Revenues	707,467	707,984	
Expenditures			
SALARIES & BENEFITS	144,757	155,750	7.59%
MATERIALS & SUPPLIES	25,900	9,300	-64.09%
CONTRACTUAL SVCS	222,541	220,000	-1.14%
INTERNAL SVC FUND CHARGES	68,235	76,062	11.47%
OTHER CHARGES	232,900	241,051	3.50%
OTHER CONTRACTUAL SVCS	9,874	5,821	-41.05%
CAPITAL PROJECTS	6,200,000	4,950,000	-20.16%
Total Expenses	6,904,207	5,657,984	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

IT Professional Services

Program: 4101505

Description

The Professional Services program is dedicated to producing products and services that dramatically increase the performance, effectiveness, efficiency, and customer service capabilities of the organization. This program focuses on custom software development to produce innovative solutions to meet the City's business challenges. Areas of interest include: project management, business process engineering, business intelligence, measurement reporting, Customer Relationship Management (CRM), and IT consulting services.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Move toward strategic in-sourcing of professional services in key areas to increase productivity and reduce operating expenses.
- Expand dashboard reporting capabilities
- Enhance status reporting tool
- Augment internal training
- Expand access and utilization of e-mail to all employees
- Expand utilization of geographic analysis tools
- Support business consolidation including, customer service, asset management, emergency management, field data operations, solutions assurance and resource tracking.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Overhaul City's Geographic Information Systems (GIS) infrastructure with an emphasis on Public Safety operations
- Expand web-based applications for internal staff
- Showcase results to national audiences via professional organization participation and award submissions

INFORMATION TECHNOLOGY

IT Professional Services

Program Staffing

Full Time Positions	2006/07 Budget
PROGRAMMER ANALYST I	1.00
Total Program Full Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	393,232	364,666	-7.26%
Total Revenues	393,232	364,666	
Expenditures			
SALARIES & BENEFITS	104,576	109,528	4.74%
MATERIALS & SUPPLIES	18,000	300	-98.33%
CONTRACTUAL SVCS	22,500	20,000	-11.11%
INTERNAL SVC FUND CHARGES	49,773	57,105	14.73%
OTHER CHARGES	167,673	173,542	3.50%
OTHER CONTRACTUAL SVCS	7,109	4,191	-41.05%
Total Expenses	369,631	364,666	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

IT Security

Program: 4101502

Description

The Security Program seeks to minimize exposure to malicious physical and cyber attacks (both internal and external), and ensure the integrity of the City's multi-faceted computing infrastructure.

2006/07 Work Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Ensure resilient and secure eGovernment infrastructure.
- Fully understand known risks and exposures, and develop recovery time/point objectives.
- Right-sizing solution paths by leveraging existing infrastructure to minimize capital costs.
- Expand secure remote access to Public Safety and Local Government
- Implement security best practices for data center and secondary sites
- Establish additional redundancy to further support of disaster recovery
- Engage independent security consultant to audit computer security

INFORMATION TECHNOLOGY

IT Security

Program Staffing

Full Time Positions	2006/07 Budget
SR OPERATION ANALYST	1.00
SECURITY ADMINISTRATOR	1.00
IT OPERATIONS MANAGER	0.25
Total Program Full Time Positions	2.25

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	1,005,951	1,047,913	4.17%
Total Revenues	1,005,951	1,047,913	
Expenditures			
SALARIES & BENEFITS	272,164	287,084	5.48%
MATERIALS & SUPPLIES	10,100	8,150	-19.31%
CONTRACTUAL SVCS	121,500	157,354	29.51%
INTERNAL SVC FUND CHARGES	111,365	119,305	7.13%
OTHER CHARGES	449,078	464,796	3.50%
OTHER CONTRACTUAL SVCS	19,039	11,224	-41.05%
CAPITAL PROJECTS	350,000	585,000	67.14%
Total Expenses	1,333,246	1,632,913	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

IT Support

Program: 4101504

Description

Information Technology will partner with other City Departments to provide tools for quality customer service and effective performance measurement in providing technical and desktop support to the City's 1000 users.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Expand remote support of user base
- Enhance automation of support services
- Enable rapid restore of computer configurations and standardization of PC images
- Increase strategies to combat adware, spyware and viruses
- Launch desktop replacement program
- Expand 'image' management
- Establish regular software refreshes through remote 'push'
- Increase customer service satisfaction ratings by 20 percent
- Decrease support requests by 20 percent through education and automation

INFORMATION TECHNOLOGY

IT Support

Program Staffing

Full Time Positions	2006/07 Budget
MICROCOMPUTER SUPP SPEC I	1.00
IT OPERATIONS MANAGER	0.25
Total Program Full Time Positions	1.25

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	576,230	672,574	16.72%
Total Revenues	576,230	672,574	
Expenditures			
SALARIES & BENEFITS	118,343	127,444	7.69%
MATERIALS & SUPPLIES	10,450	150	-98.56%
CONTRACTUAL SVCS	184,000	274,000	48.91%
INTERNAL SVC FUND CHARGES	62,068	69,526	12.02%
OTHER CHARGES	190,053	196,705	3.50%
OTHER CONTRACTUAL SVCS	8,056	4,749	-41.05%
Total Expenses	572,970	672,574	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

Wireless Communications Administration

Program: 4100201

Description

The Wireless Communications Administration program is accountable for the overall vision, management, implementation, monitoring, and support of the City's wireless communications infrastructure. This scope encompasses the City's RF (radio) infrastructure for Public Safety as well as local government. Additionally, this program will oversee all 802.11-based (WiFi) deployments. From an administrative perspective, this function will be focused on developing, managing and executing sound support and professional services agreements.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Utilize industry best practices for support and professional services agreements
- Expand partnerships with vendors to maximize results
- Leverage existing knowledge bases to maximize ROI
- Facilitate and support public safety radio upgrade
- Pilot local government and public safety Wi-Fi applications
- Develop proof-of-concept application for public Wi-Fi
- Implement local government RF upgrade
- Develop Wi-Fi master plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Utilize industry best practices for support and professional services agreements
- Expand partnerships with vendors to maximize results
- Leverage existing knowledge bases to maximize return on investment (ROI)
- Implement best practices project management tools and techniques to increase productivity

INFORMATION TECHNOLOGY

Wireless Communications Administration

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR/INFORMATION TECH	0.11
MANAGEMENT ANALYST	0.56
SR CONTRACT ADMINISTRATOR	0.11
ADMINISTRATIVE SECRETARY	0.11
DEP DIR INFO TECHNOLOGY	0.11
Total Program Full Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	1,067,179	1,208,400	13.23%
Total Revenues	1,067,179	1,208,400	
Expenditures			
SALARIES & BENEFITS	59,363	120,633	103.21%
MATERIALS & SUPPLIES	2,110	40	-98.10%
CONTRACTUAL SVCS	1,200	0	-100.00%
INTERNAL SVC FUND CHARGES	22,222	57,113	157.01%
OTHER CHARGES	511,420	473,044	-7.50%
OTHER CONTRACTUAL SVCS	4,088	2,410	-41.05%
Total Expenses	600,403	653,240	

* See *Glossary* for definition of accounts for revenue and expenditure category.

INFORMATION TECHNOLOGY

Wireless Communications Systems

Program: 4100202

Description

The Wireless Communications Systems program is accountable for the implementation, monitoring, and support of the City's wireless communications infrastructure. This scope encompasses the City's RF (radio) infrastructure for Public Safety as well as local government. Additionally, this program will oversee all 802.11-based (WiFi) deployments.

2006/07 Work Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Pilot local government and public safety Wi-Fi applications
- Develop proof-of-concept application for public Wi-Fi
- Implement local government RF upgrade

City Initiative #4: Improving Services and Results

- Implement trunked systems for RF-based applications for local government
- Expansion of Wi-Fi technology for internal and external purposes
- Back-haul wireless traffic onto fiber optic networks
- Facilitate and support public safety radio upgrade

INFORMATION TECHNOLOGY

Wireless Communications Systems

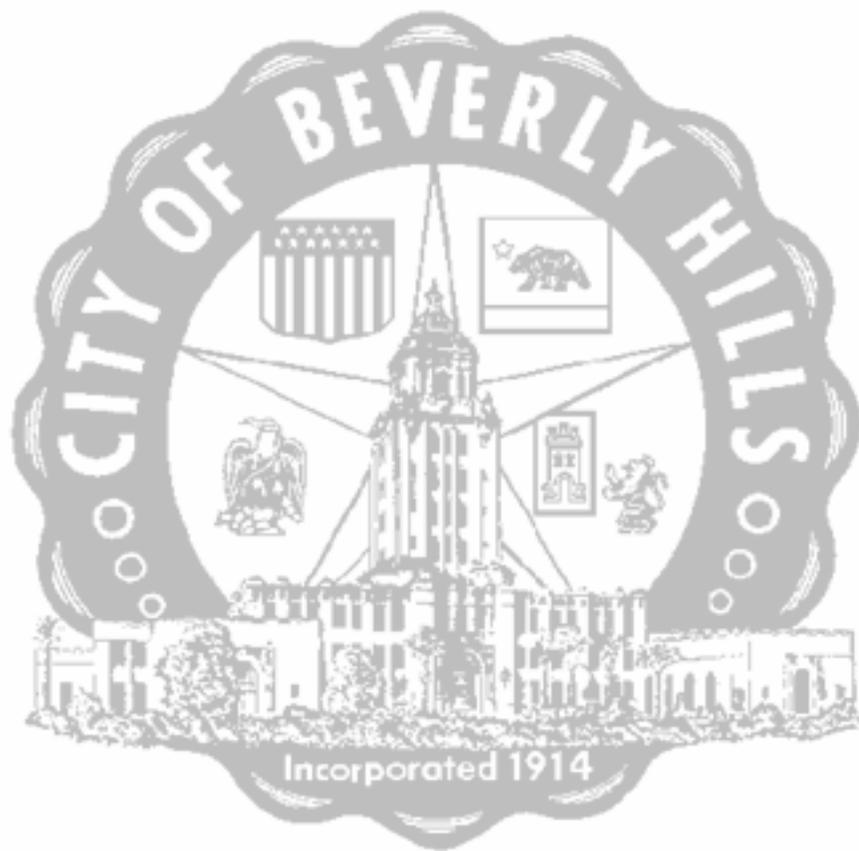
Program Staffing

Full Time Positions	2006/07 Budget
COMMUNICATION SYSTEM TECH	1.00
Total Program Full Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	555,081	435,149	-21.61%
Total Revenues	555,081	435,149	
Expenditures			
SALARIES & BENEFITS	101,985	110,180	8.04%
MATERIALS & SUPPLIES	9,890	12,150	22.85%
CONTRACTUAL SVCS	217,000	80,000	-63.13%
INTERNAL SVC FUND CHARGES	49,773	57,102	14.72%
OTHER CHARGES	165,772	171,574	3.50%
OTHER CONTRACTUAL SVCS	7,028	4,143	-41.05%
Total Expenses	551,448	435,149	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



Public Works Adopted Budget



PUBLIC WORKS

DEPARTMENT MISSION

To serve the City's residential and commercial communities by providing quality public services and infrastructure with environmental and fiscal responsibility.

DEPARTMENT GOALS

- Improve and maintain the physical condition of City facilities and infrastructure
- Build exceptional facilities & infrastructure utilizing best practices and technology
- Provide technical training to staff
- Develop employee's talents to encourage future leadership
- Communicate the City's vision and key messages to staff
- Network with industry peers
- Utilize the department's Style Guide
- Publicize the department's successes
- Conduct a Public Works Open House
- Facilitate better internal planning
- Model customer service operations to respond to changes in demand
- Reward quality outcome
- Anticipate and exceed our customer expectations
- Accomplish Work Plan objectives
- Stay on Schedule and on Budget

PUBLIC WORKS

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	97,448,826	118,316,349	21.41%

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Expenditures	207,924,073	230,678,364	10.94%

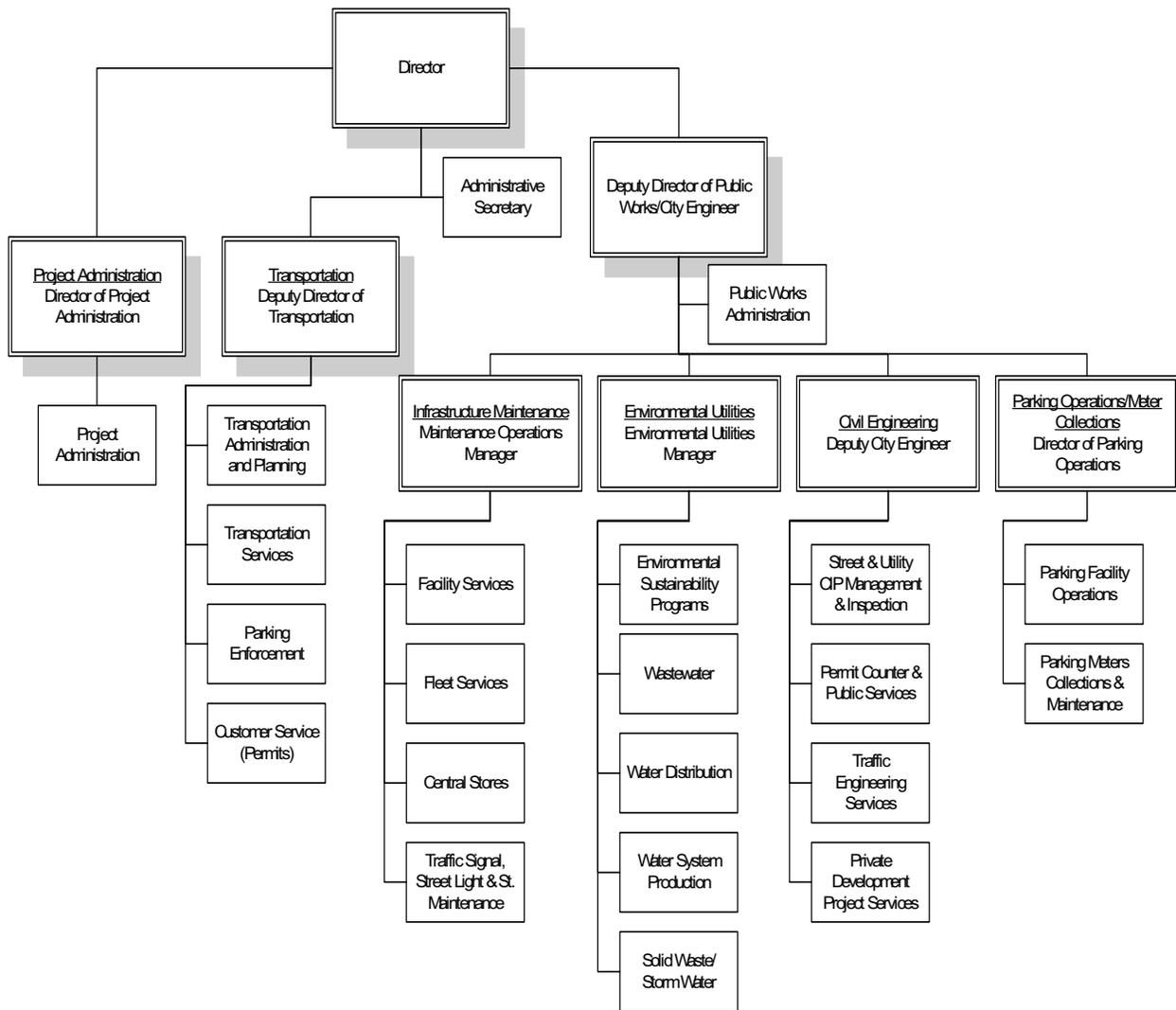
DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions	200.00

Part Time Positions	2006/07 Budget
Total Part Time Positions	45.94

PUBLIC WORKS

DEPARTMENT ORGANIZATION CHART



Administration

Program: 4805001

Description

The Administration program provides the resources to implement City Council policy as directed by the City Manager. At the departmental level, this program provides for the development and implementation of departmental policies, priorities and work plan items. Administrative personnel provide clerical, accounting and customer service support to all divisions of the department, including support for commissions.

2006/07 Work Plan

City Initiative #2: Organizational Development - Being the Best

- Administer completion of an organizational and management audit of the department, including an implementation plan.

PUBLIC WORKS

Administration

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICES SUPERVISOR	1.00
MANAGEMENT ANALYST	2.00
CUSTOMER SERVICES SPECIALIST	1.00
CUSTOMER SERVICE REPRESENTATIVE	2.00
DIRECTOR OF PUBLIC WORKS	0.84
ACCOUNTING TECHNICIAN	1.00
ACCOUNT CLERK II	3.00
ADMINISTRATIVE CLERK I	1.00
ADMINISTRATIVE SECRETARY	1.00
STAFF ASSISTANT	2.00
SECRETARY	1.00
Total Program Full Time Positions	15.84

Part Time Positions	2006/07 Budget
ADMINISTRATIVE INTERN	0.17
Total Program Part Time Positions	0.17

PUBLIC WORKS

Administration

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	2,765,207	2,597,459	-6.07%
Total Revenues	2,765,207	2,597,459	
Expenditures			
SALARIES & BENEFITS	1,628,155	1,464,423	-10.06%
MATERIALS & SUPPLIES	13,042	13,500	3.51%
CONTRACTUAL SVCS	15,684	16,233	3.50%
INTERNAL SVC FUND CHARGES	1,018,340	1,057,260	3.82%
OTHER CONTRACTUAL SVCS	45,929	46,043	0.25%
Total Expenses	2,721,150	2,597,459	

* See *Glossary* for definition of accounts for revenue and expenditure category.



Central Stores - Automotive Inventory

Program: 0810000

Description

Manages an inventory of automotive and equipment parts and components of over 2000 line items, and contracts with vendors for services in support of Vehicle Maintenance.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Develop a parts and supplies request tracking system to minimize the procurement cycle.
- Improve new parts data entry procedures to incorporate all pertinent information regarding vendor and vehicle application.

PUBLIC WORKS

Central Stores - Automotive Inventory

Program Staffing

Full Time Positions	2006/07 Budget
CENTRAL STORES SPECIALIST	0.75
CENTRAL STOREROOM SUPERVISOR	0.25
Total Program Full Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	138,727	143,582	3.50%
INTERNAL SVCS FD RECEIPTS	392,643	385,680	-1.77%
MISCELLANEOUS REVENUES	5,470	5,661	3.50%
Total Revenues	536,840	534,924	
Expenditures			
SALARIES & BENEFITS	58,202	72,024	23.75%
MATERIALS & SUPPLIES	349,533	459,022	31.32%
INTERNAL SVC FUND CHARGES	60,313	67,570	12.03%
Total Expenses	468,048	598,616	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Central Stores - Facilities Inventory

Program: 0810002

Description

Manages an inventory of parts, supplies, and contracts with vendors for services in support of Facilities Services.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Develop a parts and supplies request tracking system to minimize the procurement cycle.
- Develop a Facilities Maintenance Program parts and equipment library/catalog system.

PUBLIC WORKS

Central Stores - Facilities Inventory

Program Staffing

Full Time Positions	2006/07 Budget
CENTRAL STORES SPECIALIST	0.75
CENTRAL STOREROOM SUPERVISOR	0.25
Total Program Full Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	107,574	212,032	97.10%
TRANSFERS IN	33,890	0	-100.00%
Total Revenues	141,464	212,032	
Expenditures			
SALARIES & BENEFITS	57,618	71,993	24.95%
MATERIALS & SUPPLIES	163,956	119,800	-26.93%
INTERNAL SVC FUND CHARGES	122,463	137,302	12.12%
Total Expenses	344,037	329,095	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Central Stores - Fuel Inventory

Program: 0810001

Description

Maintains and controls an inventory of fuel (Diesel and Gasoline) and lubricants for use by City vehicles and equipment. Maintains and repairs 15 underground and aboveground storage tanks.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Manage bulk fuel and commercial fuel purchases data integration more effectively into Fleet Management System.

PUBLIC WORKS

Central Stores - Fuel Inventory

Program Staffing

Full Time Positions	2006/07 Budget
CENTRAL STORES SPECIALIST	0.60
CENTRAL STOREROOM SUPERVISOR	0.20
Total Program Full Time Positions	0.80

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	191,521	198,224	3.50%
INTERNAL SVCS FD RECEIPTS	515,453	480,287	-6.82%
MISCELLANEOUS REVENUES	7,533	7,797	3.50%
Total Revenues	714,507	686,308	
Expenditures			
SALARIES & BENEFITS	58,202	57,701	-0.86%
MATERIALS & SUPPLIES	493,241	643,504	30.46%
CONTRACTUAL SVCS	0	4,000	--
INTERNAL SVC FUND CHARGES	41,541	40,250	-3.11%
Total Expenses	592,984	745,454	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Central Stores - General Inventory

Program: 0810004

Description

Manages a materials and supplies inventory in support of operations and maintenance services performed by Public Works Infrastructure programs.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Develop a parts and supplies request tracking system to minimize the procurement cycle.

PUBLIC WORKS

Central Stores - General Inventory

Program Staffing

Full Time Positions	2006/07 Budget
CENTRAL STORES SPECIALIST	0.30
CENTRAL STOREROOM SUPERVISOR	0.10
Total Program Full Time Positions	0.40

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	0	127,123	--
Total Revenues	0	127,123	
Expenditures			
SALARIES & BENEFITS	54,196	29,067	-46.37%
MATERIALS & SUPPLIES	151,848	136,996	-9.78%
INTERNAL SVC FUND CHARGES	61,352	31,246	-49.07%
Total Expenses	267,396	197,308	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Central Stores - Water Inventory

Program: 0810003

Description

Maintains inventory and control of parts and supplies, and contracts with vendors for services in support of maintenance and repair of water and sewer utility infrastructures.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Minimize parts obsolescence inventory while maintaining active parts inventory availability.
- Implement a proactive salvage and recycling program for brass and copper water works parts.

PUBLIC WORKS

Central Stores - Water Inventory

Program Staffing

Full Time Positions	2006/07 Budget
CENTRAL STORES SPECIALIST	0.60
CENTRAL STOREROOM SUPERVISOR	0.20
Total Program Full Time Positions	0.80

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	75,482	72,883	-3.44%
Total Revenues	75,482	72,883	
Expenditures			
SALARIES & BENEFITS	58,202	57,701	-0.86%
INTERNAL SVC FUND CHARGES	60,313	55,421	-8.11%
Total Expenses	118,515	113,122	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Civil Engineering - CIP Management & Inspection

Program: 4805101

Description

This program accomplishes the construction and maintenance of public right-of-way improvements such as streets, sidewalks, streetlights, traffic signals, sewer system, the water system, and storm drain system. It includes contracting for professional services and construction.

2006/07 Work Plan

City Initiative #3: Community Reinvestment and

City Initiative #4: Improving Services and Results and

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Begin construction of the new Coldwater Canon Reservoir.
- Begin construction of the seismic upgrades to steel tanks and booster stations at five locations.

PUBLIC WORKS

Civil Engineering - CIP Management & Inspection

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY DIRECTOR PW/CITY ENGINEER	1.00
DEPUTY CITY ENGINEER	1.00
SUPERVISING PUBLIC WORKS INSPECTOR	1.00
PUBLIC WORKS INSPECTOR	2.00
PROJECT CIVIL ENGEERING	4.00
SECRETARY	1.00
PUBLIC WORKS INSPECTOR II	3.00
Total Program Full Time Positions	13.00

Part Time Positions	2006/07 Budget
PUBLIC WORKS INSPECTOR	0.25
Total Program Part Time Positions	0.25

PUBLIC WORKS

Civil Engineering - CIP Management & Inspection

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	627,000	648,945	3.50%
INTERNAL SVCS FD RECEIPTS	1,090,290	2,376,564	117.98%
Total Revenues	1,717,290	3,025,509	
Expenditures			
SALARIES & BENEFITS	679,422	1,570,061	131.09%
MATERIALS & SUPPLIES	3,475	9,412	170.85%
CONTRACTUAL SVCS	16,535	14,674	-11.25%
INTERNAL SVC FUND CHARGES	380,851	772,340	102.79%
OTHER CONTRACTUAL SVCS	10,007	10,077	0.70%
CAPITAL PROJECTS	2,662,459	2,740,000	2.91%
TRANSFERS OUT	6,000	6,000	0.00%
Total Expenses	3,758,749	5,122,564	

* See *Glossary* for definition of accounts for revenue and expenditure category.



PUBLIC WORKS

Civil Engineering - Permit Counter & General Public Services

Program: 0105102

Description

Most external customer service operations are addressed at the Engineering Permit Counter, including the issuance of heavy hauling, public right-of-way use, utility and excavation in public right-of-way permits. Residents and contractors also interface with Engineering Division staff to obtain infrastructure information or purchase drawings.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Improve customer service through innovation, technology and training.

PUBLIC WORKS

Civil Engineering - Permit Counter & General Public Services

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICE REPRESENTATIVE	0.85
TRAFFIC ENGINEER	0.30
ENGINEERING PERMIT COORDINATOR	0.85
ENGINEERING AIDE	0.50
Total Program Full Time Positions	2.50

Part Time Positions	2006/07 Budget
ADMINISTRATIVE INTERN	0.25
Total Program Part Time Positions	0.25

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	848,000	877,680	3.50%
SERVICE FEES & CHARGES	29,620	30,657	3.50%
MISCELLANEOUS REVENUES	1,500	1,552	3.50%
Total Revenues	879,120	909,889	
Expenditures			
SALARIES & BENEFITS	313,837	211,885	-32.49%
MATERIALS & SUPPLIES	2,711	3,806	40.39%
CONTRACTUAL SVCS	6,219	5,437	-12.58%
INTERNAL SVC FUND CHARGES	239,102	158,459	-33.73%
OTHER CONTRACTUAL SVCS	4,255	4,285	0.70%
Total Expenses	566,124	383,871	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Civil Engineering - Private Development Project Services

Program: 0105104

Description

Development projects on private property have extensive implications for the adjacent public right-of-way. Services provided include inspection, final subdivision map processing, administration of public right-of-way improvements as well as review of traffic studies, parking plans and environmental documents.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

City Initiative #4: Improving Services and Results

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Improve customer service through the integration of this program's activities with those of the Community Development Department.

PUBLIC WORKS

Civil Engineering - Private Development Project Services

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICE REPRESENTATIVE	0.10
TRAFFIC ENGINEER	0.20
ENGINEERING PERMIT COORDINATOR	0.10
ENGINEERING AIDE	0.25
Total Program Full Time Positions	0.65

Part Time Positions	2006/07 Budget
ADMINISTRATIVE INTERN	0.13
Total Program Part Time Positions	0.13

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	95,430	66,608	-30.20%
CONTRACTUAL SVCS	16,774	17,361	3.50%
INTERNAL SVC FUND CHARGES	75,490	46,242	-38.74%
OTHER CONTRACTUAL SVCS	1,367	1,377	0.70%
Total Expenses	189,061	131,588	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Civil Engineering - Traffic Engineering Services & Operations

Program: 0105103

Description

The City Traffic Engineer administers transportation related Capital Improvement Projects, conducts studies relating to traffic flow, speed, accidents, signal timing, and traffic control devices needs, prepares work orders for all traffic and parking sign and striping installations, process applications for traffic calming devices, process requests for transit routes and expansions, stops and benches. Processes funding applications for call for projects to the County, State and Federal sources, maintains State and County on-going transportation studies and Data collections pertaining to Beverly Hills and maintains a current understanding of the latest technical innovations in Transportation field.

2006/07 Work Plan

City Initiative #2: Communication & Outreach and

City Initiative #3: Community Reinvestment and

City Initiative #4: Improving Services and Results and

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Complete the implementation of the new citywide traffic control and transit priority system.
- Refurbish four existing traffic signals and loops at warranted intersections.
- Construct one new mid-block crossing signal device on Beverly Drive at Whitworth Drive.
- Begin construction of Closed Circuit TV's at nine locations.

PUBLIC WORKS

Civil Engineering - Traffic Engineering Services & Operations

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICE REPRESENTATIVE	0.05
TRAFFIC ENGINEER	0.50
ENGINEERING PERMIT COORDINATOR	0.05
ENGINEERING AIDE	0.25
Total Program Full Time Positions	0.85

Part Time Positions	2006/07 Budget
ADMINISTRATIVE INTERN	0.13
Total Program Part Time Positions	0.13

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	164,804	105,043	-36.26%
MATERIALS & SUPPLIES	1,029	1,065	3.50%
CONTRACTUAL SVCS	1,551	1,605	3.50%
INTERNAL SVC FUND CHARGES	99,496	70,524	-29.12%
OTHER CONTRACTUAL SVCS	2,241	2,257	0.70%
CAPITAL PROJECTS	1,080,000	3,553,460	229.02%
Total Expenses	1,349,121	3,733,955	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Customer Service - Residential Parking Permits

Program: 0109501

Description

Provides customer service for the City's preferential and overnight parking permit programs. Issues approximately 9,000 preferential and 4,000 overnight parking permits per year to Beverly Hills residents. Administers a call-in parking exemption phone service.

2006/07 Work Plan

City Initiative #4: Improving Service and Results

- Develop guidelines for issuing vehicle specific parking permits.
- Develop plan to reduce the call-in volume of the parking exemption phone service for City Council consideration.

PUBLIC WORKS

Customer Service - Residential Parking Permits

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICES SUPERVISOR	0.70
CUSTOMER SERVICE REPRESENTATIVE	1.60
Total Program Full Time Positions	2.30

Part Time Positions	2006/07 Budget
PERMIT PARKING ASSISTANT	1.75
Total Program Part Time Positions	1.75

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	188,000	488,002	159.58%
Total Revenues	188,000	488,002	
Expenditures			
SALARIES & BENEFITS	96,438	245,139	154.19%
MATERIALS & SUPPLIES	324	1,646	407.98%
CONTRACTUAL SVCS	11,695	20,488	75.19%
INTERNAL SVC FUND CHARGES	400,377	271,577	-32.17%
OTHER CONTRACTUAL SVCS	1,876	3,926	109.29%
Total Expenses	510,710	542,777	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Customer Service - Taxi Permits

Program: 0109504

Description

Three taxi companies are authorized to operate in the City. Taxi drivers must apply for a taxi operator permit. Staff administers a written driver exam and physical inspection of taxi vehicles.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Initiate competitive process to revamp taxi licensing or franchising process.

PUBLIC WORKS

Customer Service - Taxi Permits

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICES SUPERVISOR	0.10
CUSTOMER SERVICE REPRESENTATIVE	0.20
Total Program Full Time Positions	0.30

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	83,500	86,422	3.50%
Total Revenues	83,500	86,422	
Expenditures			
SALARIES & BENEFITS	17,308	23,200	34.04%
MATERIALS & SUPPLIES	100	104	3.50%
CONTRACTUAL SVCS	100	104	3.50%
INTERNAL SVC FUND CHARGES	37,513	20,824	-44.49%
OTHER CONTRACTUAL SVCS	409	412	0.70%
Total Expenses	55,430	44,643	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Customer Service - Valet Permits

Program: 0109503

Description

Valet parking permits are issued for special events or for operations servicing permanent business locations. Staff reviews applications for driving route, parking location and adequate event staffing. Staff also issues valet attendant identification cards.

2006/07 Work Plan

City Initiative #1: Organizational Development

- Explore existing technologies to electronically issue and record valet permits.

PUBLIC WORKS

Customer Service - Valet Permits

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICES SUPERVISOR	0.10
CUSTOMER SERVICE REPR	0.40
Total Program Full Time Positions	0.50

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	110,000	113,850	3.50%
Total Revenues	110,000	113,850	
Expenditures			
SALARIES & BENEFITS	25,360	37,248	46.88%
MATERIALS & SUPPLIES	100	104	3.50%
CONTRACTUAL SVCS	106	110	3.50%
INTERNAL SVC FUND CHARGES	42,592	32,092	-24.65%
OTHER CONTRACTUAL SVCS	514	518	0.70%
Total Expenses	68,672	70,071	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Facilities Services - Capital Improvements

Program: 0805904

Description

The Facilities Services Capital program implements major maintenance projects such as carpet replacement, furniture replacement, minor construction work or repairs, plumbing repairs, and provides assistance to the Project Administration Division by providing staff or blanket purchase order contract services.

2006/07 Work Plan

City Initiative #3: Community Reinvestment.

- Select furniture and carpet of a quality meeting the standards of the City of Beverly Hills.
- Collaborate with Project Administration on equipment selection and materials for new facilities.

PUBLIC WORKS

Facilities Services - Capital Improvements

Program Staffing

Full Time Positions	2006/07 Budget
SR. FACILITIES MAINTENANCE MECHANIC	0.30
FACILITIES MAINTENANCE MANAGER	0.20
BUILDING MAINT MECHANIC	0.30
GENERAL REPAIRWORKER	0.60
PLANT ENGINEER	0.25
Total Program Full Time Positions	1.65

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	16,242,398	3,663,193	-77.45%
TRANSFERS IN	393,222	226,540	-42.39%
Total Revenues	16,635,620	3,889,733	
Expenditures			
SALARIES & BENEFITS	132,218	139,748	5.70%
MATERIALS & SUPPLIES	25,941	0	-100.00%
CONTRACTUAL SVCS	448,850	85,028	-81.06%
CAPITAL OUTLAY	145,781	0	-100.00%
INTERNAL SVC FUND CHARGES	259,573	252,685	-2.65%
OTHER CHARGES	899,034	2,229,249	147.96%
Total Expenses	1,911,397	2,706,711	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Facilities Services - Facilities Maintenance

Program: 0805901

Description

Facilities Maintenance provides maintenance and repair functions to all City facilities, and manages the custodial, engineering, and elevator service contracts.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Complete certification of all Program members in Building Operator Certification by November 2006.

PUBLIC WORKS

Facilities Services - Facilities Maintenance

Program Staffing

Full Time Positions	2006/07 Budget
MAINTENANCE OPERATIONS MANAGER	0.50
BUILDING MAINTENANCE ATTENDANTS	1.00
CONTRACT ADMINISTRATOR TECHNICIAN	1.00
SR. FACILITIES MAINT MECHANIC	1.50
FACILITIES MAINTENANCE MANAGER	0.60
BUILDING MAINTENANCE MECHANIC	2.40
GENERAL REPAIRWORKER	4.80
PLANT ENGINEER	0.75
Total Program Full Time Positions	12.55

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	1,243,061	16,451,254	1,223.45%
TRANSFERS IN	1,179,667	0	-100.00%
Total Revenues	2,422,728	16,451,254	
Expenditures			
SALARIES & BENEFITS	757,766	1,019,210	34.50%
MATERIALS & SUPPLIES	3,954	4,200	6.22%
CONTRACTUAL SVCS	1,344,528	2,319,987	72.55%
INTERNAL SVC FUND CHARGES	1,581,065	1,675,294	5.96%
OTHER CHARGES	2,697,102	7,107,090	163.51%
OTHER CONTRACTUAL SVCS	29,869	29,952	0.28%
Total Expenses	6,414,285	12,155,733	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Facilities Services - Meeting Support

Program: 0805903

Description

Provides support for all City departments in the planning, setup, and breakdown of their meetings and special events. Building Meeting Attendant ensures that items such as coffee, coffee supplies, tablecloths, dishware items, lighting, tables and chairs, and audio visual equipment are available for meetings such as Council, commission, Beverly Hills Forums, Team Beverly Hills, and many more that are held throughout the year.

2006/07 Work Plan

City Initiative #3: Improving Services and Results

- Improve and add to inventory of materials used for meetings and special events such as tables, chairs, tablecloths and skirts, coffeemakers, dishware, and audio-visual equipment.
- Develop inventory of items that are now rented for meetings, such as different shapes and colored tablecloths, stanchions, glassware and china, to reduce all departmental budgets for these items.

PUBLIC WORKS

Facilities Services - Meeting Support

Program Staffing

Full Time Positions	2006/07 Budget
SR. FACILITIES MAINTENANCE MECHANIC	0.10
FACILITIES MAINTENANCE MANAGER	0.05
BUILDING MAINTENANCE MECHANIC	0.15
GENERAL REPAIRWORKER	0.30
Total Program Full Time Positions	0.60

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	956,936	894,400	-6.54%
TRANSFERS IN	97,739	0	-100.00%
Total Revenues	1,054,675	894,400	
Expenditures			
SALARIES & BENEFITS	68,813	48,454	-29.59%
MATERIALS & SUPPLIES	329	6,582	1,900.61%
CONTRACTUAL SVCS	112,214	51,456	-54.14%
INTERNAL SVC FUND CHARGES	85,834	84,480	-1.58%
OTHER CHARGES	224,758	469,895	109.07%
Total Expenses	491,948	660,867	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Facilities Services - Tenant Support

Program: 0805902

Description

Provides support to the City's retail and commercial tenants, by providing services as called for in lease agreements, such as janitorial service, lamp replacements, maintenance and repair to HVAC systems, and plumbing services. Facilities Services also oversees the contract services that provide common area maintenance functions, such as custodial, engineering, and elevator service.

2006/07 Work Plan

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PUBLIC WORKS

Facilities Services - Tenant Support

Program Staffing

Full Time Positions	2006/07 Budget
SR. FACILITIES MAINTENANCE MECHANIC	0.10
FACILITIES MAINTENANCE MANAGER	0.15
BUILDING MAINTENANCE MECHANIC	0.15
GENERAL REPAIRWORKER	0.30
Total Program Full Time Positions	0.70

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERNAL SVCS FD RECEIPTS	2,811,013	2,144,816	-23.70%
TRANSFERS IN	295,482	0	-100.00%
Total Revenues	3,106,495	2,144,816	
Expenditures			
SALARIES & BENEFITS	81,418	58,545	-28.09%
MATERIALS & SUPPLIES	988	0	-100.00%
CONTRACTUAL SVCS	336,638	200,624	-40.40%
INTERNAL SVC FUND CHARGES	114,962	107,462	-6.52%
OTHER CHARGES	674,275	1,218,161	80.66%
Total Expenses	1,208,281	1,584,792	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Fleet Services - Vehicle Maintenance

Program: 0808501

Description

This program is responsible for the maintenance and repair of over 371 City-owned automotive, public safety, construction, utility-support, and other emergency equipment including stationary pumps and generators.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Maintain Fleet Services' certification in the National Institute for Automotive Service Excellence (NIASE) **Blue Seal of Excellence Recognition Program.**

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Migrate from ultra-low sulfur diesel fuel to bio-diesel blend (B20) fuel, which has lower emissions.

Fleet Services - Vehicle Maintenance

Program Staffing

Full Time Positions	2006/07 Budget
MAINTENANCE OPERATIONS MANAGER	0.50
VEHICLE MAINTENANCE MANAGER	0.30
EQUIPMENT MECHANIC II	8.00
MAINTENANCE SUPERVISOR	1.80
Total Program Full Time Positions	10.60

Part Time Positions	2006/07 Budget
MECHANIC HELPER	0.18
Total Program Part Time Positions	0.18

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	152,778	158,125	3.50%
INTERNAL SVCS FD RECEIPTS	390,334	1,343,681	244.24%
MISCELLANEOUS REVENUES	6,002	6,212	3.50%
Total Revenues	549,114	1,508,018	
Expenditures			
SALARIES & BENEFITS	877,534	994,814	13.36%
MATERIALS & SUPPLIES	3,707	7,200	94.23%
CONTRACTUAL SVCS	324,611	231,354	-28.73%
CAPITAL OUTLAY	37,243	0	-100.00%
INTERNAL SVC FUND CHARGES	894,313	819,912	-8.32%
OTHER CONTRACTUAL SVCS	32,088	32,249	0.50%
TRANSFERS OUT	28,000,000	0	-100.00%
Total Expenses	30,169,496	2,085,530	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Fleet Services - Vehicle Replacement

Program: 0808502

Description

Provides the specification and procurement services for vehicles and equipment and collects equipment-use charges to maintain an adequate fund balance for replacement of a fleet valued at more than \$13 million.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Fully implement Fleet Information System replacement decision program paradigm and other proven methodology.
- Assist fleet users in right sizing fleet for their program needs.
- Adopt the proposed Administrative Regulation covering vehicle replacement policy.

PUBLIC WORKS

Fleet Services - Vehicle Replacement

Program Staffing

Full Time Positions	2006/07 Budget
VEHICLE MAINTENANCE MANAGER	0.30
MAINTENANCE SUPERVISOR	0.20
Total Program Full Time Positions	0.50

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	640,162	2,096,972	227.57%
INTERNAL SVCS FD RECEIPTS	2,833,693	1,832,766	-35.32%
MISCELLANEOUS REVENUES	25,197	26,079	3.50%
Total Revenues	3,499,052	3,955,817	
Expenditures			
SALARIES & BENEFITS	50,178	55,817	11.24%
CAPITAL OUTLAY	1,500,000	1,600,000	6.67%
INTERNAL SVC FUND CHARGES	35,797	36,145	0.97%
OTHER CHARGES	1,113,700	1,152,680	3.50%
Total Expenses	2,699,675	2,844,641	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Parking Enforcement

Program: 0107301

Description

Parking Enforcement consists of 25 officers whom patrol the City for parking violations. Three distinct shifts are staffed to address preferential parking zones, metered spaces, loading zones, street cleaning, tour bus, time limit restrictions and overnight parking prohibition. A special group of officers is tasked with the enforcement of disabled person placards, taxi operations and valet locations. Office staff includes an individual who conducts administrative reviews of contested parking citations.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Study impact of the three additional parking enforcement officer positions added last fiscal year and determine appropriate staffing levels for the future.

PUBLIC WORKS

Parking Enforcement

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICES SUPERVISOR	0.10
OPERATIONS MANAGER	1.00
PARKING ENFORCEMENT SUPERVISOR	3.00
CUSTOMER SERVICE REPRESENTATIVE	0.80
PARKING ENFORCEMENT OFFCR	19.00
PARKING CONTROL OFFICER	3.00
Total Program Full Time Positions	26.90

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
FINES & PENALTIES	4,773,454	4,702,684	-1.48%
Total Revenues	4,773,454	4,702,684	
Expenditures			
SALARIES & BENEFITS	1,765,718	1,927,404	9.16%
MATERIALS & SUPPLIES	25,103	25,982	3.50%
CONTRACTUAL SVCS	490,256	533,415	8.80%
INTERNAL SVC FUND CHARGES	1,093,910	1,715,097	56.79%
OTHER CONTRACTUAL SVCS	22,403	22,560	0.70%
Total Expenses	3,397,390	4,224,457	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Parking Services - Parking Meters

Program: 0107202

Description

Responsible for the maintenance, repair, and weekly collection, counting and processing of revenue for the City's 3200 single-space parking meters. Under contract, this division is responsible for the collection and processing of the single-space and multi-space parking meters for the City of West Hollywood.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best and City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Internal best practices audit.

City Initiative #4: Improving Services and Results

- Investigate and analyze equipment for on-street equipment replacement, including debit or credit card acceptance.
- Consider an additional Parking Meter Technician position to staff the counting center.

City Initiative #3: Community Reinvestment

- Consider potential public improvement projects in metered parking areas to be financed through meter rate adjustments.

PUBLIC WORKS

Parking Services - Parking Meters

Program Staffing

Full Time Positions	2006/07 Budget
PARKING OPERATIONS MANAGER	0.40
FIELD SUPERVISOR	0.15
PARKING METER SUPERVISOR	1.00
PARKING METER TECHNICIAN	1.00
SR PARKING METER TECHNICIAN	1.00
REVENUE COLLECTOR	3.00
DIRECTOR OF PARKING OPERATIONS	0.20
Total Program Full Time Positions	6.75

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	78,000	146,374	87.66%
OPERATING REVENUES	2,486,000	2,357,000	-5.19%
Total Revenues	2,564,000	2,503,374	
Expenditures			
SALARIES & BENEFITS	397,209	554,446	39.59%
MATERIALS & SUPPLIES	29,254	30,278	3.50%
CONTRACTUAL SVCS	10,469	11,335	8.28%
INTERNAL SVC FUND CHARGES	223,961	582,402	160.05%
OTHER CONTRACTUAL SVCS	523	541	3.50%
Total Expenses	661,416	1,179,004	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Parking Services - Parking Operations

Program: 8107201

Description

Responsible for the management and operations of the sixteen City owned parking facilities and the Dayton Way on-street valet operation. Services include monthly parking, attendant assisted parking, daily-parking vouchers, various private and public special events, and daily parking for the general public.

2006/07 Work Plan

City Initiative #2: Communication and Outreach

- Update and improve the City's website related to parking resources and availability.
- Internal counting systems in facilities with single floor circulation.

City Initiative #3: Community Reinvestment

- Initiate the replacement of all parking access and revenue control equipment.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Conduct a best practices and benchmarking review.

PUBLIC WORKS

Parking Services - Parking Operations

Program Staffing

Full Time Positions	2006/07 Budget
PARKING OPERATIONS MANAGER	0.60
PARKING SUPERVISOR	2.00
DIRECTOR OF PARKING OPERATIONS	0.80
Total Program Full Time Positions	3.40

Part Time Positions	2006/07 Budget
PARKING ATTENDANT	42.33
Total Program Part Time Positions	42.33

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	6,621,454	7,376,376	11.40%
MISCELLANEOUS REVENUES	37,506	89,860	139.59%
OPERATING REVENUES	4,929,080	6,060,311	22.95%
Total Revenues	11,588,040	13,526,547	
Expenditures			
SALARIES & BENEFITS	1,751,359	1,929,356	10.16%
MATERIALS & SUPPLIES	23,101	112,835	388.44%
CONTRACTUAL SVCS	1,045,400	1,094,793	4.72%
INTERNAL SVC FUND CHARGES	2,985,694	2,837,429	-4.97%
OTHER CHARGES	4,151,083	6,638,418	59.92%
OTHER CONTRACTUAL SVCS	720,428	721,020	0.08%
CAPITAL PROJECTS	37,350,000	37,709,805	0.96%
Total Expenses	48,027,065	51,043,655	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Project Administration

Program: 0802801

Description

Responsible for the accomplishment of assigned capital improvement projects in the most effective, prudent and economical manner; and the development of City's building structures. Provides administration and coordination of the various components of project planning, implementation and liaison between all City departments (clients) and the various contractors, consultants and agencies.

2006/07 Work Plan

City Initiative #1: Community Reinvestment

- Complete the City Hall Lobby Floor renovation and development of a Customer Service Center (on schedule and budget) to improve the physical condition of City facilities

City Initiative #3: Communication and Outreach

- Develop a program to promote City development (facility renovation or new facilities) by placing "project signs" at upcoming project sites

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Implement "building commissioning" services as part of the City's commitment to "green" and high-energy efficient buildings

PUBLIC WORKS

Project Administration

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR PROJECT ADMINISTRATION	1.00
PROJECT ADMINISTRATOR	2.00
Total Program Full Time Positions	3.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	0	420,000	--
Total Revenues	0	420,000	
Expenditures			
SALARIES & BENEFITS	552,354	602,605	9.10%
MATERIALS & SUPPLIES	2,897	2,998	3.50%
CONTRACTUAL SVCS	55,786	257,739	362.01%
CAPITAL OUTLAY	100,000	0	-100.00%
INTERNAL SVC FUND CHARGES	170,021	294,933	73.47%
OTHER CONTRACTUAL SVCS	7,103	7,189	1.21%
CAPITAL PROJECTS	29,568,550	38,225,000	29.28%
Total Expenses	30,456,711	39,390,464	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Solid Waste - Alley Maintenance

Program: 8305205

Description

The Solid Waste Utility will make a concentrated effort to maintain the alley. This will be accomplished by collecting bulky items according to a prescribed schedule that allows for up to 30 customers to receive 24-hour service. In addition, one street sweeper position is designated to the alleys and the utility will manage outside contracts for weed abatement and tree trimming.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Improve the appearance of the residential alleys, by managing all City maintenance from tree trimming to street sweeping to removal of bulky items on a scheduled basis that ensures every alley is cleared twice a month and next business day service is available upon request.

PUBLIC WORKS

Solid Waste - Alley Maintenance

Program Staffing

Full Time Positions	2006/07 Budget
SOLID WASTE MANAGER	0.05
SOLID WASTE OPERATIONS SUPERVISOR	0.05
SOLID WASTE INSPECTOR	0.40
SOLID WASTE EQUIPEMENT OPERATOR	4.29
Total Program Full Time Positions	4.79

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
OPERATING REVENUES	0	138,000	--
Total Revenues	0	138,000	
Expenditures			
SALARIES & BENEFITS	0	351,355	--
MATERIALS & SUPPLIES	0	4,975	--
CONTRACTUAL SVCS	0	342,925	--
INTERNAL SVC FUND CHARGES	63,205	552,916	774.80%
Total Expenses	63,205	1,252,171	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Solid Waste - Commercial

Program: 8305202

Description

Refuse is collected from offices, restaurants, some multiple-family residential and municipal facilities. The City provides the service by contracting Crown Disposal to collect the refuse and process the refuse at a Material Recovery Facility.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Continue to work closely with Crown Disposal to improve diversion rates from the commercial customers.

PUBLIC WORKS

Solid Waste - Commercial

Program Staffing

Full Time Positions	2006/07 Budget
SOLID WASTE MANAGER	0.20
SOLID WASTE OPER SUPERVISOR	0.20
SOLID WASTE INSPECTOR	0.60
ENVIRONMENTAL UTILITY MANAGER	0.12
Total Program Full Time Positions	1.12

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	41,669	43,127	3.50%
OPERATING REVENUES	6,359,718	5,700,000	-10.37%
Total Revenues	6,401,387	5,743,127	
Expenditures			
SALARIES & BENEFITS	157,476	133,522	-15.21%
MATERIALS & SUPPLIES	2,476	1,988	-19.72%
CONTRACTUAL SVCS	3,314,020	3,430,010	3.50%
INTERNAL SVC FUND CHARGES	206,128	138,483	-32.82%
OTHER CHARGES	44,601	117,979	164.52%
OTHER CONTRACTUAL SVCS	23,463	23,484	0.09%
Total Expenses	3,748,164	3,845,466	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Solid Waste - Conservation

Program: 8305203

Description

Produces community outreach and education to encourage diversification of solid waste from the landfills. These activities include creating and distributing brochures, administering grants to promote recycling bottles; hosting annual Hazardous Waste Roundup; presenting Earth Day and Sustainability Summit; and coordinating with the City's commercial hauler at community events.

2006/07 Work Plan

City Initiative #2: Communication and Outreach

- Produce effective communication tools to use with the public in reduce, reuse, recycle education and explain the City's solid waste operation by creating literature and participating in community events.

PUBLIC WORKS

Solid Waste - Conservation

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	32,575	3,569	-89.04%
MATERIALS & SUPPLIES	66	68	3.50%
CONTRACTUAL SVCS	3,534	3,658	3.50%
INTERNAL SVC FUND CHARGES	54,383	19,606	-63.95%
OTHER CHARGES	0	2,861	--
Total Expenses	90,558	29,762	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Solid Waste - Residential

Program: 8305201

Description

Collect green waste and refuse from single-family, duplex and some multiple-family residents. Historically, 30,000 tons of solid waste is collected annually. The single-family and duplex lots are collected one time per week, and the multiple-family lots are collected two times per week.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Enhance training opportunities to improve staff's knowledge of the most recent regulations and best practices so at least 75% of the employees receiving technical training.

City Initiative #4: Improving Services and Results

- Operate a successful two-cart stream residential solid waste collection system that improves service and sustains the City's excellence in achieving over 50% diversion of waste from the landfills.

PUBLIC WORKS

Solid Waste - Residential

Program Staffing

Full Time Positions	2006/07 Budget
SOLID WASTE MANAGER	0.25
SOLID WASTE OPERATIONS SUPERVISOR	0.25
SOLID WASTE INSPECTOR	0.60
SOLID WASTE EQUIPEMENT OPERATOR	10.72
ENVIRONMENTAL UTILITY MANAGER	0.12
Total Program Full Time Positions	11.94

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	41,669	43,127	3.50%
MISCELLANEOUS REVENUES	74,787	0	-100.00%
OPERATING REVENUES	5,870,753	5,845,590	-0.43%
Total Revenues	5,987,209	5,888,717	
Expenditures			
SALARIES & BENEFITS	1,316,585	1,047,066	-20.47%
MATERIALS & SUPPLIES	117,978	116,032	-1.65%
CONTRACTUAL SVCS	2,585,643	2,519,890	-2.54%
CAPITAL OUTLAY	507,500	250,000	-50.74%
INTERNAL SVC FUND CHARGES	3,033,437	2,410,358	-20.54%
OTHER CHARGES	30,734	191,247	522.27%
OTHER CONTRACTUAL SVCS	23,463	23,484	0.09%
Total Expenses	7,615,339	6,558,078	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Solid Waste - Street Sweeping

Program: 8305505

Description

Sweep the business areas' streets seven days a week and alleys three times a week. Sweep the residential areas one time per week. The sweepers maintain and clean the gutters and public right-of-ways to prevent litter and debris from going into the storm drains. For the last three years, the average number of miles swept was 32,400.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Sweep the streets to maintain sustain the City's premier appearance and fulfill Regional Water Quality Control Board's Municipal permit

City Initiative #4: Improving Services and Results

- Participate in a street sweeping scheduling study with the Transportation division.

PUBLIC WORKS

Solid Waste - Street Sweeping

Program Staffing

Full Time Positions	2006/07 Budget
SOLID WASTE MANAGER	0.25
SOLID WASTE OPERATIONS SUPERVISOR	0.25
SR STREET SWEEPER OPERATOR	0.80
STREET SWEEPER OPERATOR	3.00
Total Program Full Time Positions	4.30

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	56,176	29,071	-48.25%
OPERATING REVENUES	731,021	645	-99.91%
TRANSFERS IN	0	800,000	--
Total Revenues	787,197	829,716	
Expenditures			
SALARIES & BENEFITS	0	447,735	--
MATERIALS & SUPPLIES	22,690	23,878	5.24%
CONTRACTUAL SVCS	124,714	126,500	1.43%
INTERNAL SVC FUND CHARGES	241,161	458,229	90.01%
OTHER CHARGES	96,000	98,825	2.94%
TRANSFERS OUT	0	800,000	--
Total Expenses	484,566	1,955,167	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Stormwater - Conservation

Program: 8505503

Description

Produces brochures to inform the community on best management practices to prevent disposal of swimming pool, spa, fountain water and hazardous water-based solvents into the storm drain system and the proper disposal of liquid waste associated with landscape construction, gardening and pest control. Present Earth Day and Sustainability Summit.

2006/07 Work Plan

City Initiative #2: Communication and Outreach

- Communicate best management practices to internal and external customers to create an understanding of how to avoid polluting stormwater and urban runoff by creating literature and participating in community events.

PUBLIC WORKS

Stormwater - Conservation

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	339	351	3.50%
OPERATING REVENUES	8,800	8	-99.91%
Total Revenues	9,139	359	
Expenditures			
SALARIES & BENEFITS	24,385	50	-99.79%
MATERIALS & SUPPLIES	108	112	3.50%
CONTRACTUAL SVCS	9,504	9,837	3.50%
INTERNAL SVC FUND CHARGES	16,189	18,510	14.34%
Total Expenses	50,186	28,508	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Stormwater - Inspections

Program: 8505501

Description

Enforcement of the National Pollutant Discharge Elimination System Permit Requirements (NPDES) with two environmental inspectors. This permit is the primary backbone for preventing pollutants entering the storm drain system and infecting the ocean. Enforcement staff completes inspections of restaurants, construction sites, auto repair, gasoline retail, and other properties to fulfill the Regional Water Quality Control Board's Municipal permit.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Enhance training opportunities to improve staff's knowledge of the most recent regulations and best practices so at least 75% of the employees receive technical training.

City Initiative #4: Improving Services and Results

PUBLIC WORKS

Stormwater - Inspections

Program Staffing

Full Time Positions	2006/07 Budget
SOLID WASTE MANAGER	0.05
SOLID WASTE OPERATIONS SUPERVISOR	0.05
ENVIRONMENTAL PROGRAM INSPECTOR	1.80
Total Program Full Time Positions	1.90

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	10,152	10,507	3.50%
OPERATING REVENUES	263,999	233	-99.91%
Total Revenues	274,151	10,740	
Expenditures			
SALARIES & BENEFITS	222,039	208,764	-5.98%
MATERIALS & SUPPLIES	9,392	10,021	6.69%
CONTRACTUAL SVCS	5,594	6,625	18.43%
INTERNAL SVC FUND CHARGES	51,757	52,215	0.88%
Total Expenses	288,782	277,625	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Stormwater - Maintenance

Program: 8505502

Description

This seven-day operation cleans and collects trash and debris from the sidewalks and public right-of-ways, addresses graffiti and pressure washes the sidewalks in the business districts on a weekly basis; monitors and cleans the catch basins that are the entry points to storm drains.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Enhance training opportunities to improve staff's knowledge of the most recent regulations and best practices so at least 75% of the employees receive technical training.
- Fill the full compliment of Environmental Maintenance Workers and other vacancies.

City Initiative #3: Community Reinvestment

- Maintain catch basins to fulfill the Regional Water Quality Control Board's Municipal permit.
- Clean the business areas sidewalks on a regular basis to sustain the City's premier appearance.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Utilize new equipment to make the job easier and improve the quality of the results.

PUBLIC WORKS

Stormwater - Maintenance

Program Staffing

Full Time Positions	2006/07 Budget
SOLID WASTE MANAGER	0.20
SOLID WASTE OPERERATIONS SUPERVISOR	0.20
SOLID WASTE INSPECTOR	0.40
SR DRAINAGE SYSTEM WORKER	0.30
DRAINAGE SYSTEM SUPERVISOR	0.10
SR STREET SWEEPER OPERATOR	0.20
STREET SWEEPER OPERATOR	1.00
DRAINAGE MAINT WORKER II	0.80
ENVIRONMENTAL MAINTENANCE WORKER	10.00
ENVIRONMENTAL UTILITY MANAGER	0.25
Total Program Full Time Positions	13.45

Part Time Positions	2006/07 Budget
ENVIRONMENTAL MAINTENANCE WORKER	1.00
Total Program Part Time Positions	1.00

PUBLIC WORKS

Stormwater - Maintenance

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	29,103	30,122	3.50%
OPERATING REVENUES	756,797	1,759,161	132.45%
Total Revenues	785,900	1,789,282	
Expenditures			
SALARIES & BENEFITS	747,524	860,630	15.13%
MATERIALS & SUPPLIES	35,196	36,133	2.66%
CONTRACTUAL SVCS	52,595	52,595	0.00%
INTERNAL SVC FUND CHARGES	299,043	264,409	-11.58%
OTHER CHARGES	99,000	100,325	1.34%
CAPITAL PROJECTS	100,000	140,000	40.00%
Total Expenses	1,333,358	1,454,092	

* See *Glossary* for definition of accounts for revenue and expenditure category.



Street Maintenance - Infrastructure Maintenance

Program: 0107601

Description

Responsible for routine and emergency maintenance and repairs of 102 miles of street surfaces, 50 miles of sidewalks, 40 miles of alleys, curbs, gutters, and other improved surfaces within City right-of-way.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Improve the condition of city streets, alleys, curbs and other paved surfaces.
- Respond to all street-related trouble calls within 48 hours of receiving the calls.
- Immediately respond to safety-related trouble calls.

PUBLIC WORKS

Street Maintenance - Infrastructure Maintenance

Program Staffing

Full Time Positions	2006/07 Budget
VEHICLE MAINTENANCE MANAGER	0.20
FIELD SUPERVISOR	0.15
STREET MAINTENANCE SUPERVISOR	0.70
STREET MAINTENANCE WORKER II	4.00
STREET MAINTENANCE WORKER III	2.00
Total Program Full Time Positions	7.05

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	155,047	756,897	388.17%
TRANSFERS IN	1,707,691	5,061,151	196.37%
Total Revenues	1,862,738	5,818,048	
Expenditures			
SALARIES & BENEFITS	541,425	545,726	0.79%
MATERIALS & SUPPLIES	21,015	34,263	63.04%
CONTRACTUAL SVCS	34,810	18,186	-47.76%
CAPITAL OUTLAY	145,000	0	-100.00%
INTERNAL SVC FUND CHARGES	619,826	767,224	23.78%
OTHER CHARGES	2,215,147	3,981,222	79.73%
OTHER CONTRACTUAL SVCS	341,176	341,282	0.03%
CAPITAL PROJECTS	550,000	500,000	-9.09%
Total Expenses	4,468,399	6,187,903	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Street Maintenance - Paint and Signs

Program: 0107602

Description

This program installs, maintains, and repairs road markings, lines, traffic advisory messages, and other informational messages including banners and regulatory signs.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Respond to all sign and painting related trouble calls within 48 hours of receiving trouble calls.

PUBLIC WORKS

Street Maintenance - Paint and Signs

Program Staffing

Full Time Positions	2006/07 Budget
VEHICLE MAINTENANCE MANAGER	0.20
FIELD SUPERVISOR	0.25
STREET MAINTENANCE SUPERVISOR	0.30
TRAFFIC SIGN & PAINT TECHNICIAN	3.00
Total Program Full Time Positions	3.75

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	339,512	353,075	3.99%
MATERIALS & SUPPLIES	16,309	25,313	55.21%
CONTRACTUAL SVCS	15,768	7,887	-49.98%
INTERNAL SVC FUND CHARGES	200,792	365,396	81.98%
OTHER CONTRACTUAL SVCS	170,588	170,641	0.03%
Total Expenses	742,969	922,312	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Street Maintenance - Signals and Lights

Program: 0107603

Description

Maintains, repairs and installs 100 traffic signals, crossing signals, municipal area network and the traffic control system. Troubleshoots and coordinates with Southern California Edison on the City's 5500 streetlights.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Improve the condition of City lighting and signal infrastructure.

PUBLIC WORKS

Street Maintenance - Signals and Lights

Program Staffing

Full Time Positions	2006/07 Budget
FIELD SUPERVISOR	0.25
TRAFFIC SIGNAL TECHNICIAN	4.00
ELECTRICAL TECHNICIAN	1.00
ELECTRICAL/COMMUNICATION SYSTEM SUPERVISOR	1.00
TRAFFIC CONTROL SYSTEM SPECIALIST	1.00
Total Program Full Time Positions	7.25

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	590,025	640,404	8.54%
MATERIALS & SUPPLIES	57,152	62,387	9.16%
CONTRACTUAL SVCS	28,322	46,245	63.28%
INTERNAL SVC FUND CHARGES	328,828	610,521	85.67%
OTHER CONTRACTUAL SVCS	341,176	341,282	0.03%
CAPITAL PROJECTS	2,500,498	9,460,532	278.35%
Total Expenses	3,846,001	11,161,371	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Transportation Planning and Administration

Program: 0107501

Description

Provide support to the Traffic and Parking Commission, including permit-parking zone, parking meter (e.g., valet and customer loading zones), overnight parking and neighborhood traffic management policies. Monitor and evaluate regional transportation proposals and support advocacy efforts for the Westside Subway Extension. Support development of the General Plan circulation element and Santa Monica Blvd. improvements.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Conclude City-initiated efforts to establish permit zones in multiple family areas without permit parking. This effort coincides with work plan to reduce the number of daily call-in exemptions.

City Initiative #3: Community Reinvestment

- Develop a plan to replace faded and worn parking regulation signs citywide.
- Initiate planning and community outreach efforts for Santa Monica Boulevard improvements.

PUBLIC WORKS

Transportation Planning and Administration

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY DIRECTOR/TRANSPORTATION	0.60
PLANNING TECHNICIAN	0.70
ADMINISTRATIVE SECRETARY	0.78
TRANSIT PLANNING ANALYST	0.50
Total Program Full Time Positions	2.58

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
OTHER TAXES	675,000	698,625	3.50%
USE OF MONEY & PROPERTY	2,500	2,588	3.50%
Total Revenues	677,500	701,212	
Expenditures			
SALARIES & BENEFITS	114,469	255,817	123.48%
MATERIALS & SUPPLIES	1,999	5,011	150.70%
CONTRACTUAL SVCS	20,414	20,599	0.91%
INTERNAL SVC FUND CHARGES	229,277	183,015	-20.18%
OTHER CONTRACTUAL SVCS	1,035	3,969	283.50%
Total Expenses	367,194	468,412	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Transportation Services - Senior Transit - Prop C Fund

Program: 3107005

Description

Funded by Proposition A & C transportation funds, the City provides senior and disabled transportation programs: Dial-A-Ride, Taxi Coupon and MTA Bus pass sales. The City also operates the Beverly Hills Trolley and a parking shuttle.

2006/07 Work Plan

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PUBLIC WORKS

Transportation Services - Senior Transit - Prop C Fund

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY DIRECTOR/TRANSPORTATION	0.20
PLANNING TECHNICIAN	0.15
DIRECTOR OF PUBLIC WORKS	0.05
ADMINISTRATIVE SECRETARY	0.07
TRANSIT PLANNING ANALYST	0.25
Total Program Full Time Positions	0.72

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	395,295	409,130	3.50%
USE OF MONEY & PROPERTY	15,852	16,407	3.50%
SERVICE FEES & CHARGES	13,500	13,972	3.50%
Total Revenues	424,647	439,510	
Expenditures			
SALARIES & BENEFITS	52,016	78,767	51.43%
CONTRACTUAL SVCS	394,321	408,122	3.50%
INTERNAL SVC FUND CHARGES	0	4,549	--
Total Expenses	446,337	491,439	

* See *Glossary* for definition of accounts for each revenue and expenditure category

PUBLIC WORKS

Transportation Services - Trolley/Senior Transit - Prop A

Program: 3007001

Description

Funded by Proposition A & C transportation funds, the City provides senior and disabled transportation programs: Dial-A-Ride, Taxi Coupon and MTA Bus pass sales. The City also operates the Beverly Hills Trolley and a parking shuttle.

2006/07 Work Plan

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PUBLIC WORKS

Transportation Services - Trolley/Senior Transit - Prop A

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY DIRECTOR/TRANSPORTATION	0.20
PLANNING TECHNICIAN	0.15
DIRECTOR OF PUBLIC WORKS	0.11
ADMINISTRATIVE SECRETARY	0.15
TRANSIT PLANNING ANALYST	0.25
Total Program Full Time Positions	0.86

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	537,284	556,089	3.50%
USE OF MONEY & PROPERTY	35,076	36,304	3.50%
SERVICE FEES & CHARGES	78,000	80,730	3.50%
Total Revenues	650,360	673,123	
Expenditures			
SALARIES & BENEFITS	57,610	97,393	69.05%
CONTRACTUAL SVCS	681,020	704,856	3.50%
INTERNAL SVC FUND CHARGES	31,117	57,269	84.04%
Total Expenses	769,747	859,517	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Wastewater Disposal Services - Blockage

Program: 8405402

Description

This program utilizes the City's wastewater crews to respond to calls from residents or businesses to address possible City mainline sewer stoppages that may cause back-ups on customer property. Crewmembers respond to all calls and determine necessary action 24 hours per day, 7 days per week; response times are as quick as possible.

2006/07 Work Plan

This program is a regular maintenance item.

PUBLIC WORKS

Wastewater Disposal Services - Blockage

Program Staffing

Full Time Positions	2006/07 Budget
SR DRAINAGE SYSTEM WORKER	0.85
DRAINAGE SYSTEM SUPERVISOR	0.40
DRAINAGE MAINTENANCE WORKER II	3.10
Total Program Full Time Positions	4.35

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	58,052	60,084	3.50%
OPERATING REVENUES	1,914,425	0	-100.00%
Total Revenues	1,972,477	60,084	
Expenditures			
SALARIES & BENEFITS	285,713	339,138	18.70%
MATERIALS & SUPPLIES	6,356	6,578	3.50%
CONTRACTUAL SVCS	66,953	69,296	3.50%
INTERNAL SVC FUND CHARGES	815,064	1,022,103	25.40%
OTHER CONTRACTUAL SVCS	2,078	2,089	0.52%
Total Expenses	1,176,164	1,439,204	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Wastewater Disposal Services - Conservation

Program: 8405403

Description

Produces community outreach and education brochures recommending the proper disposal of liquid waste associated with hazardous cleaning solvents, grease, and other liquids or solids that deteriorate the sanitary sewer and treatment processes. Presents Earth Day and Sustainability Summit.

2006/07 Work Plan

City Initiative #2: Communication and Outreach

- Integrate into City operations and educate customers on best management practices of disposing pollutants into the sanitary sewer system by producing literature and participating in community events.

PUBLIC WORKS

Wastewater Disposal Services - Conservation

Program Staffing

Full Time Positions	2006/07 Budget
DRAINAGE SYSTEM SUPERVISOR	0.10
Total Program Full Time Positions	0.10

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	967	1,001	3.50%
OPERATING REVENUES	31,908	0	-100.00%
Total Revenues	32,875	1,001	
Expenditures			
SALARIES & BENEFITS	39,563	12,199	-69.17%
CONTRACTUAL SVCS	2,735	2,831	3.50%
INTERNAL SVC FUND CHARGES	110,540	41,613	-62.35%
Total Expenses	152,838	56,643	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Wastewater Disposal Services - Maintenance

Program: 8405401

Description

Maintain the wastewater conveyance system (sanitary sewer system), which includes but is not limited to inspection, cleaning and repair. Continue the City's preventative maintenance program measured by minimizing liability to the City from sewer blockage incidents. Utilize the best management practices, and latest technology to maintain optimally the wastewater systems for the benefit of the residents, businesses and the City.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Enhance training opportunities to improve staff's knowledge of the most recent regulations and best practices so that 75% of the employees receive some technical training.
- Fill four vacancies in the wastewater maintenance crew. Currently, the operation has been working with only half the staff.

City Initiative #4: Improving Services and Results

- Prepare to comply with California's new Waste Discharge Requirements

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Utilize modern resources and technology to more effectively and efficiently complete the job, which includes using new tools.

PUBLIC WORKS

Wastewater Disposal Services - Maintenance

Program Staffing

Full Time Positions	2006/07 Budget
SR DRAINAGE SYSTEM WORKER	0.85
DRAINAGE SYSTEM SUPERVISOR	0.40
DRAINAGE MAINTENANCE WORKER II	3.10
ENVIRONMENTAL UTILITY MANAGER	0.25
Total Program Full Time Positions	4.60

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	807,084	809,082	0.25%
OPERATING REVENUES	1,882,519	6,700,490	255.93%
Total Revenues	2,689,603	7,509,572	
Expenditures			
SALARIES & BENEFITS	345,067	380,387	10.24%
MATERIALS & SUPPLIES	39,117	74,469	90.37%
CONTRACTUAL SVCS	242,822	217,338	-10.49%
INTERNAL SVC FUND CHARGES	1,069,543	1,207,094	12.86%
OTHER CHARGES	571,950	987,733	72.70%
OTHER CONTRACTUAL SVCS	8,313	8,356	0.52%
CAPITAL PROJECTS	2,290,000	5,240,000	128.82%
Total Expenses	4,566,811	8,115,376	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Wastewater Disposal Services - Treatment

Program: 8405404

Description

The City of Beverly Hills contracts with the City of Los Angeles to treat wastewater at Hyperion Treatment Plant and maintain contract with the County of Los Angeles to administer the industrial waste pre-treatment program, in which the City of Los Angeles is the responsible party. The City continues to manage and monitor effectively the City's contractual obligations to the City and County of Los Angeles.

2006/07 Work Plan

This program is a regular maintenance item.

PUBLIC WORKS

Wastewater Disposal Services - Treatment

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	77,403	80,112	3.50%
OPERATING REVENUES	2,564,015	11,448	-99.55%
Total Revenues	2,641,418	91,560	
Expenditures			
SALARIES & BENEFITS	10,411	1,219	-88.29%
CONTRACTUAL SVCS	1,421,606	1,783,630	25.47%
INTERNAL SVC FUND CHARGES	53,633	2,223	-95.86%
OTHER CHARGES	566,948	1,055,659	86.20%
Total Expenses	2,052,599	2,842,731	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Water Supply & Distribution - Conservation

Program: 8006007

Description

Conducts public outreach and implements programs to promote water use efficiency. Administers compliance with the California Urban Water Conservation Council's Memorandum of Understanding, which is the guideline for the 14 Best Management Practices. Administers the Master Agreement with the Metropolitan Water District of Southern California. Presents Earth Day and Sustainability Forum.

2006/07 Work Plan

City Initiative #2: Communication and Outreach

- Integrate into City operations and educate customers on the best management practices to conserve water by producing brochures and participating in community events.

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Administer rebates and water audits within 60 days and increase the number administered by 10%.

PUBLIC WORKS

Water Supply & Distribution - Conservation

Program Staffing

Full Time Positions	2006/07 Budget
ENVIRONMENTAL PROGRAM INSPECTOR	0.10
WATER SYSTEM OPERATIONS SUPERVISOR	0.05
WATER OPERATIONS MANAGER	0.05
Total Program Full Time Positions	0.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	815	844	3.50%
MISCELLANEOUS REVENUES	54	56	3.50%
Total Revenues	869	899	
Expenditures			
SALARIES & BENEFITS	41,072	24,049	-41.45%
MATERIALS & SUPPLIES	40,464	41,303	2.07%
CONTRACTUAL SVCS	58,888	84,696	43.82%
INTERNAL SVC FUND CHARGES	71,253	50,429	-29.22%
Total Expenses	211,677	200,477	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Water Supply & Distribution - Fire Suppression

Program: 8006008

Description

Check the flows of 1,117 fire hydrants. Coordinate with the Fire Department for maintenance and repair of fire hydrants. Provide at least the minimum water pressure for fire protection 100% of the time. Maintain adequate water storage for fire suppression 100% of the time. Coordinate in a fire emergency to maintain necessary resources.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Complete one quarter of the fire flow tests.
- Inform Engineering and Fire when hydrants are out of service installed or relocated within 48 hours.

PUBLIC WORKS

Water Supply & Distribution - Fire Suppression

Program Staffing

Full Time Positions	2006/07 Budget
WATER SYSTEM OPERATIONS SUPERVISOR	0.05
WATER SYSTEM WORKER III	0.20
WATER OPERATIONS MANAGER	0.05
Total Program Full Time Positions	0.30

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
OPERATING REVENUES	478,545	478,545	0.00%
Total Revenues	478,545	478,545	
Expenditures			
SALARIES & BENEFITS	72,959	35,238	-51.70%
MATERIALS & SUPPLIES	5,691	5,691	0.00%
INTERNAL SVC FUND CHARGES	133,425	63,091	-52.71%
Total Expenses	212,075	104,020	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Water Supply & Distribution - Groundwater

Program: 8006002

Description

Since April of 2003, the City has resumed extracting water from the Hollywood Basin. The City operates four wells, contracts with Earth Tech to treat water, pays for the power costs and adheres to federal and state regulations in order to provide groundwater to the community. In addition, Metropolitan Water District (MWD) subsidizes this water supply.

2006/07 Work Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Produce in cooperation with Earth Tech a reliable groundwater supply by maintaining a static level in the aquifer.
- Explore shallow groundwater opportunities and possibilities of drilling wells further east in the Hollywood Basin by completing feasibility study.

PUBLIC WORKS

Water Supply & Distribution - Groundwater

Program Staffing

Full Time Positions	2006/07 Budget
WATER SYSTEM OPERATIONS SUPERVISOR	0.25
ENVIRONMENTAL UTILITY MANAGER	0.06
WATER SYSTEM WORKER III	1.20
WATER OPERATIONS MANAGER	0.25
Total Program Full Time Positions	1.76

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	44,802	46,370	3.50%
OPERATING REVENUES	745,578	849,393	13.92%
MISCELLANEOUS REVENUES	2,977	7,003,081	235,139.54%
Total Revenues	793,357	7,898,844	
Expenditures			
SALARIES & BENEFITS	187,837	186,885	-0.51%
MATERIALS & SUPPLIES	1,754	1,621,599	92,351.48%
CONTRACTUAL SVCS	1,144,862	1,198,724	4.70%
INTERNAL SVC FUND CHARGES	196,705	357,346	81.67%
OTHER CHARGES	2,400,241	2,626,838	9.44%
OTHER CONTRACTUAL SVCS	108,830	109,043	0.20%
Total Expenses	4,040,228	6,100,436	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Water Supply & Distribution - Maintenance & Repair

Program: 8006003

Description

Maintain, operate and repair the distribution system that includes 152 miles of water mains, 10 reservoirs, valves and equipment. The City serves approximately 11,000 customers in Beverly Hills and portions of West Hollywood.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Enhance training opportunities to improve staff's knowledge of the most recent regulations and best practices so that a minimum of 75% of the staff completes a technical training.

City Initiative #3: Community Reinvestment

- Operate valves on an annual basis by completing a third of the inventory a year.

City Initiative #4: Improving Services and Results

- Effectively manage the City's water purchases from Metropolitan Water District (MWD) to maintain no penalties on peak usage.
- Assure less than 10% unaccountable water escapes the system

PUBLIC WORKS

Water Supply & Distribution - Maintenance & Repair

Program Staffing

Full Time Positions	2006/07 Budget
FIELD SERVICE REPRESENTATIVE	0.25
FIELD SUPERVISOR	0.15
ENVIRONMENTAL PROGRAM INSPECTOR	0.10
SR WATER SYSTEM WORKER	1.50
WATER SYSTEM WORKER II	4.00
WATER SYSTEM OPERATIONS SUPERVISOR	0.25
WATER SYSTEM WORKER I	1.50
ENVIRONMENTAL UTILITY MANAGER	0.12
WATER SYSTEM WORKER III	1.40
WATER OPERATIONS MANAGER	0.30
Total Program Full Time Positions	9.58

PUBLIC WORKS

Water Supply & Distribution - Maintenance & Repair

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	53,314	55,179	3.50%
USE OF MONEY & PROPERTY	256,593	265,574	3.50%
MISCELLANEOUS REVENUES	17,046	431,643	2,432.22%
Total Revenues	326,953	752,395	
Expenditures			
SALARIES & BENEFITS	762,857	858,106	12.49%
MATERIALS & SUPPLIES	170,552	7,019,724	4,015.88%
CONTRACTUAL SVCS	489,570	272,946	-44.25%
INTERNAL SVC FUND CHARGES	1,952,376	2,159,332	10.60%
OTHER CHARGES	1,200,120	1,589,413	32.44%
OTHER CONTRACTUAL SVCS	70,305	83,359	18.57%
CAPITAL PROJECTS	25,435,000	26,385,000	3.74%
Total Expenses	30,080,780	38,367,880	

* See *Glossary* for definition of accounts for revenue and expenditure category.



PUBLIC WORKS

Water Supply & Distribution - New Services/Installations

Program: 8006005

Description

Responds to requests for new service and installations for increased capacity. Customers are directly billed for these services.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Complete installations of new service in a timely manner, which is complete within seven days of the order or meet advanced scheduled installations.

PUBLIC WORKS

Water Supply & Distribution - New Services/Installations

Program Staffing

Full Time Positions	2006/07 Budget
FIELD SERVICE REPRESENTATIVE	0.50
SR WATER SYSTEM WORKER	1.40
WATER SYSTEM WORKER II	3.20
WATER SYS OPERATIONS SUPERVISOR	0.10
WATER SYSTEM WORKER I	1.50
WATER OPERATIONS MANAGER	0.05
Total Program Full Time Positions	6.75

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
OPERATING REVENUES	135,161	193,420	43.10%
Total Revenues	135,161	193,420	
Expenditures			
SALARIES & BENEFITS	572,250	552,701	-3.42%
MATERIALS & SUPPLIES	51,922	70,214	35.23%
CONTRACTUAL SVCS	57	500	777.19%
INTERNAL SVC FUND CHARGES	1,494,271	1,401,510	-6.21%
Total Expenses	2,118,500	2,024,925	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Water Supply & Distribution - Water Quality

Program: 8006004

Description

Ensures that the water is up to potable standards, which includes weekly sampling throughout the distribution system, monitoring and controlling the water movement through the system, and all regulatory compliance with the Environmental Protection Agency and the State Department of Health Services. In addition, this function includes producing the Annual Consumer Confidence Report.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Enhance training opportunities to improve staff's knowledge of the most recent regulations and best practices so that a minimum of 75% of the staff completes a technical training.

City Initiative #3: Community Reinvestment

- Implement the new federal requirements regarding Disinfection By-Product Rule, which will include a new sampling program.

PUBLIC WORKS

Water Supply & Distribution - Water Quality

Program Staffing

Full Time Positions	2006/07 Budget
FIELD SERVICE REPRESENTATIVE	0.25
FIELD SUPERVISOR	0.05
WATER SYSTEM OPERATIONS SUPERVISOR	0.25
ENVIRONMENTAL UTILITY MANAGER	0.06
WATER SYSTEM WORKER III	1.20
WATER OPERATIONS MANAGER	0.25
WATER QUALITY SPECIALIST	1.00
Total Program Full Time Positions	3.06

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	65,166	67,447	3.50%
MISCELLANEOUS REVENUES	4,329	4,481	3.50%
Total Revenues	69,495	71,927	
Expenditures			
SALARIES & BENEFITS	280,760	208,244	-25.83%
MATERIALS & SUPPLIES	137,671	135,124	-1.85%
CONTRACTUAL SVCS	84,972	186,054	118.96%
INTERNAL SVC FUND CHARGES	347,947	626,434	80.04%
OTHER CHARGES	1,200,120	1,294,164	7.84%
OTHER CONTRACTUAL SVCS	89,245	89,672	0.48%
Total Expenses	2,140,714	2,539,692	

* See *Glossary* for definition of accounts for revenue and expenditure category.

Water Supply & Distribution - Water Sales

Program: 8006006

Description

This program reflects the effort to account for water provided to customers and the collection for those services. In order to accurately bill customers for water, the reader uses touch read technology and remote read to verify the water usage of customers. The Finance Department schedules the billing cycle, distributes the bills, collects the funds, handles bad debt and communicates with the customers regarding billing questions.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Repair and rehabilitate radio read water meters that account for 28% of the City's consumption so one third of the inventory will be completed.
- Improve coordination with the Administrative Services Department to enhance billing and collections by reducing re-read by 50%.

PUBLIC WORKS

Water Supply & Distribution - Water Sales

Program Staffing

Full Time Positions	2006/07 Budget
SR WATER SYSTEM WORKER	0.10
WATER SYSTEM WORKER II	0.80
WATER SYSTEM OPERATIONS SUPERVISOR	0.05
WATER METER TECHNICIAN	1.00
WATER OPERATIONS MANAGER	0.05
Total Program Full Time Positions	2.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	88,655	91,758	3.50%
MISCELLANEOUS REVENUES	2,652	2,745	3.50%
OPERATING REVENUES	16,951,950	20,280,717	19.64%
Total Revenues	17,043,257	20,375,220	
Expenditures			
SALARIES & BENEFITS	92,353	160,231	73.50%
MATERIALS & SUPPLIES	0	237,500	--
CONTRACTUAL SVCS	0	29,500	--
INTERNAL SVC FUND CHARGES	216,218	372,894	72.46%
OTHER CHARGES	100,650	108,655	7.95%
Total Expenses	409,221	908,780	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



Community Services Adopted Budget



COMMUNITY SERVICES

DEPARTMENT MISSION

The Community Services Department consists of Recreation & Parks, Library, Administrative Support and Human Services. Department's mission is to provide a premier level of services and resources for the community's educational and recreational pursuits and personal development, in addition to preserving the aesthetic beauty of the urban landscape/parklands to ensure a high quality of life for residents, employees and visitors.

DEPARTMENT GOALS

- Recreation & Parks provides diverse and innovative recreation programming and provides quality maintenance to parks, streetscapes and city's urban forest. Division strives to strengthen community image while protecting the community's environmental resources.
- Library fosters life-long learning by providing programs, services and resources for all ages and also serves as a meeting place for educational, recreational and cultural endeavors.
- Administrative Support will enhance and augment the coordination of the budget and financial responsibilities for the benefit of all Divisions in the Department.
- Human Services strives to provide exceptional education and social services to the City's active and frail elderly, disabled and low-means residents to improve their quality of life and personal growth.

DEPARTMENT BUDGET

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Revenues	3,914,202	4,593,288	17.35%

	Adopted Budget 2005/06	Proposed Budget 2006/07	Percent Change
Total Expenditures	34,451,358	38,024,372	10.37%

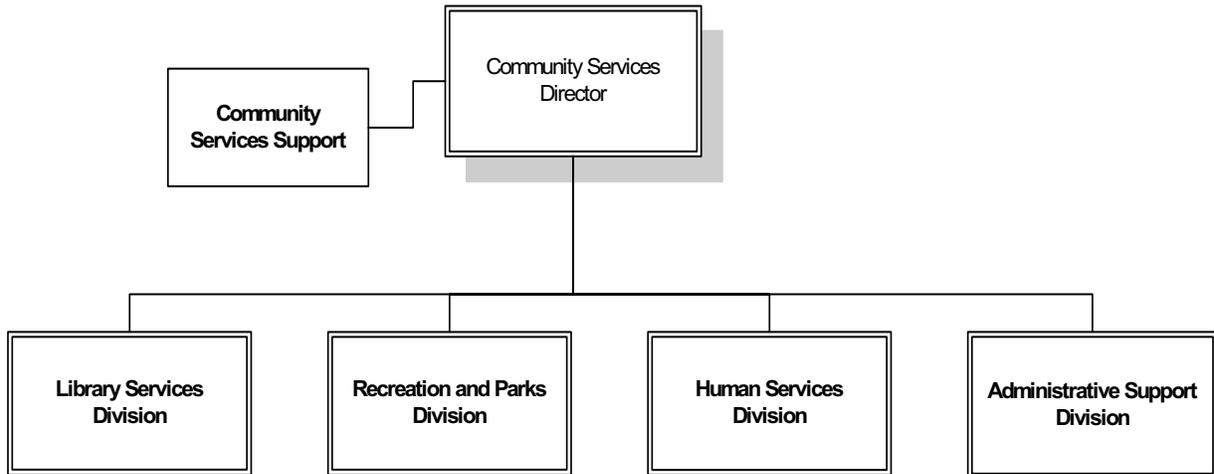
COMMUNITY SERVICES

DEPARTMENT PERSONNEL

Full Time Positions	2006/07 Budget
Total Full Time Positions	107.00

Part Time Positions	2006/07 Budget
Total Part Time Positions	112.00

DEPARTMENT ORGANIZATION CHART





COMMUNITY SERVICES

Leisure Services - Youth

Program: 0106702

Description

With over \$1 million in revenue, youth programs offered to children ages 5 - 17 years are the Department's largest income source. This includes recreation and sports classes, childcare, summer camps and teen programs. Over 60 part-time staff and approximately 20 contractual instructors are involved in conducting these programs.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Initiate a new Teen Council for 6th, 7th, and 8th graders and create two (2) new program offerings for this age group

Program Staffing

Full Time Positions	2006/07 Budget
RECREATION SUPERVISOR	2.19
SR RECREATION SUPV	0.99
RECREATION SERVICES MGR	0.50
Total Program Full Time Positions	3.77

COMMUNITY SERVICES

Leisure Services - Youth

Program Staffing

Part Time Positions	2006/07 Budget
CHILDCARE ASSISTANT	6.93
CHILDCARE COUNSELOR	9.91
PRESCHOOL TEACHER ASST	0.01
RECREATION LEADER III	1.99
RECREATION LEADER I	0.99
RECREATION SPECIALIST	1.85
Total Program Part Time Positions	21.68

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	905,302	1,288,237	42.30%
Total Revenues	905,302	1,288,237	
Expenditures			
SALARIES & BENEFITS	1,008,270	1,200,290	19.04%
MATERIALS & SUPPLIES	67,335	70,550	4.77%
CONTRACTUAL SVCS	503,747	720,520	43.03%
INTERNAL SVC FUND CHARGES	694,405	1,222,579	76.06%
OTHER CONTRACTUAL SVCS	121,125	121,360	0.19%
Total Expenses	2,394,882	3,335,299	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Leisure Services - Leisure Support Services

Program: 0106705

Description

Responsibilities include providing support to the entire Leisure Services program publicity and promotions, processing customer program registrations, and the management of the citywide volunteer program.

2006/07 Work Plan

City Initiative #4 - Improving Services and Results

- Develop a customer service training program for all front line part-time staff who work at Roxbury, Greystone, La Cienega and the Library. The first training session will be held in fall 2006

Program Staffing

Full Time Positions	2006/07 Budget
CUSTOMER SERVICES SUPV	1.00
DEPUTY DIR OF REC & PARKS	0.20
RECREATION SUPERVISOR	0.50
SR RECREATION SUPV	0.85
RECREATION SERVICES MGR	0.60
ADMINISTRATIVE CLERK II	2.30
SENIOR PARK RANGER	2.00
PARK RANGER	2.00
Total Program Full Time Positions	9.45

COMMUNITY SERVICES

Leisure Services - Leisure Support Services

Program Staffing

Part Time Positions	2006/07 Budget
SR RECREATION SUPV	0.50
ADMINISTRATIVE CLERK II	1.00
PARK RANGER	8.00
RECREATION LEADER II	1.00
RECREATION LEADER III	2.00
RECREATION SPECIALIST	6.40
Total Program Part Time Positions	18.90

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	302,404	342,263	13.18%
USE OF MONEY & PROPERTY	108,623	118,090	8.72%
SERVICE FEES & CHARGES	55,054	74,374	35.09%
Total Revenues	466,081	534,727	
Expenditures			
SALARIES & BENEFITS	1,133,007	1,323,975	16.85%
MATERIALS & SUPPLIES	40,267	42,587	5.76%
CONTRACTUAL SVCS	91,094	147,726	62.17%
CAPITAL OUTLAY	773	0	-100.00%
INTERNAL SVC FUND CHARGES	711,948	1,188,628	66.95%
OTHER CONTRACTUAL SVCS	173,553	173,890	0.19%
Total Expenses	2,150,642	2,876,806	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Leisure Services - Senior Adults

Program: 0106704

Description

Senior Program offerings are quite extensive with various classes offered to fulfill their physical fitness and mental acuity needs. The Beverly Hills Active Adult Club, Go Go Stroke Club, Senior Nutrition Program, and the Senior Computer Lab Program all serve a special purpose in meeting the needs of our seniors.

2006/07 Work Plan

City Initiative #4 - Improving Services and Results

- Work with Human Services division on Senior shut-in services needs

COMMUNITY SERVICES

Leisure Services - Senior Adults

Program Staffing

Full Time Positions	2006/07 Budget
SR RECREATION SUPV	0.50
RECREATION SERVICES MGR	0.40
Total Program Full Time Positions	0.90

Part Time Positions	2006/07 Budget
SR RECREATION SUPV	0.50
RECREATION SPECIALIST	0.10
Total Program Part Time Positions	0.60

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	3,000	3,235	7.83%
Total Revenues	3,000	3,235	
Expenditures			
SALARIES & BENEFITS	81,158	92,818	14.37%
MATERIALS & SUPPLIES	8,064	1,552	-80.75%
CONTRACTUAL SVCS	28,394	16,828	-40.73%
INTERNAL SVC FUND CHARGES	145,658	37,224	-74.44%
OTHER CONTRACTUAL SVCS	27,061	27,114	0.19%
Total Expenses	290,335	175,536	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

ACE - Community Events/Programs

Program: 0104002

Description

In an effort to highlight Beverly Hills as an international destination, Art & Cultural Events (ACE) Division is responsible for planning and implementing a diverse array of community events and programs for residents, neighboring communities and tourists.

2006/07 Work Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Assist the Friends of Greystone organization in developing a strategic plan to promote events, activities and fundraisers dedicated to the preservation and enhancement of the historic nature of the Mansion and grounds
- Develop cultural round table forum to meet quarterly (networking)

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR OF COMM SERVICES	0.10
DEPUTY DIR OF REC & PARKS	0.20
RECREATION SUPERVISOR	0.12
CULTURAL PROGRAM ASST	0.15
SR RECREATION SUPV	0.46
RECREATION SERVICES MGR	0.35
ADMINISTRATIVE CLERK II	0.35
MARKET MANAGER	0.10
Total Program Full Time Positions	1.83

COMMUNITY SERVICES

ACE - Community Events/Programs

Program Staffing

Part Time Positions	2006/07 Budget
CHILDCARE ASSISTANT	0.07
CHILDCARE COUNSELOR	0.09
PRESCHOOL TEACHER	0.02
PRESCHOOL TEACHER ASST	0.03
PRESCHOOL HEAD TEACHER	0.04
RECREATION LEADER II	0.01
RECREATION LEADER III	0.01
RECREATION LEADER I	0.01
RECREATION SPECIALIST	0.47
TENNIS CLERK	0.08
Total Program Part Time Positions	0.83

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	223,774	241,334	7.85%
Total Revenues	223,774	241,334	
Expenditures			
SALARIES & BENEFITS	294,995	251,057	-14.89%
MATERIALS & SUPPLIES	27,530	14,127	-48.69%
CONTRACTUAL SVCS	113,752	103,059	-9.40%
INTERNAL SVC FUND CHARGES	199,436	331,078	66.01%
OTHER CONTRACTUAL SVCS	31,288	30,900	-1.24%
Total Expenses	667,001	730,221	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

ACE - Cultural Programs

Program: 0104003

Description

In an effort to highlight Beverly Hills as an international cultural destination, Art & Cultural Events (ACE) Division is responsible for planning and implementing a diverse array of community cultural events and programs for residents, neighboring communities and tourists.

2006/07 Work Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Secure a sponsorship consultant to seek partnerships in programs
- Work with a consultant to develop a Greystone marketing study for enhanced use of Estate and Grounds

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR OF COMM SERVICES	0.10
CULTURAL PROGRAM ASST	0.35
SR RECREATION SUPV	0.20
RECREATION SERVICES MGR	0.50
ADMINISTRATIVE CLERK II	0.35
MARKET MANAGER	0.10
COMM & CULTURAL SVC MGR	0.05
Total Program Full Time Positions	1.65

COMMUNITY SERVICES

ACE - Cultural Programs

Program Staffing

Part Time Positions	2006/07 Budget
RECREATION SPECIALIST	1.45
Total Program Part Time Positions	1.45

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	218,151	260,329	19.33%
Total Revenues	218,151	260,329	
Expenditures			
SALARIES & BENEFITS	199,742	230,075	15.19%
MATERIALS & SUPPLIES	53,774	46,121	-14.23%
CONTRACTUAL SVCS	198,874	205,035	3.10%
CAPITAL OUTLAY	0	8,000	--
INTERNAL SVC FUND CHARGES	112,215	237,522	111.67%
OTHER CONTRACTUAL SVCS	22,712	22,756	0.19%
Total Expenses	587,317	749,508	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

ACE - Public Art/Fine Art Commission

Program: 0104004

Description

Responsible for enhancing the beauty of the City through the installation of public art, and promoting a diverse and stimulating cultural environment to enrich the lives of residents and visitors.

2006/07 Work Plan

City Initiative #1: Community Reinvestment

- Develop a comprehensive Public Art Maintenance and Preservation program for the existing inventory of Public Art

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Research the cost of "virtual" signage for the outdoor public art inventory; patrons can use their cell phone to access information on specific artwork; consult with IT

COMMUNITY SERVICES

ACE - Public Art/Fine Art Commission

Program Staffing

Full Time Positions	2006/07 Budget
CULTURAL PROGRAM ASST	0.50
RECREATION SERVICES MGR	0.15
COMM & CULTURAL SVC MGR	0.10
Total Program Full Time Positions	0.75

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
OTHER TAXES	50,000	51,750	3.50%
USE OF MONEY & PROPERTY	5,000	5,175	3.50%
Total Revenues	55,000	56,925	
Expenditures			
SALARIES & BENEFITS	71,436	73,827	3.35%
MATERIALS & SUPPLIES	907	1,539	69.65%
CONTRACTUAL SVCS	19,575	24,160	23.42%
INTERNAL SVC FUND CHARGES	45,590	79,178	73.67%
OTHER CONTRACTUAL SVCS	8,880	8,897	0.19%
Total Expenses	146,388	187,602	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Administrative Support

Program: 0107904

Description

Responsible for the coordination and facilitation of Community Services Department budget process, accounting functions, financial reporting, and purchasing services. Assist with monitoring the budget throughout the year, and provide reports as appropriate. Collect data to compare and determine how the Department's services compare to similar services provided by other cities, and provide recommendations as appropriate. Assist with special projects as may be assigned by the Community Services Director.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Assist Department in finding new potential revenue sources through grants and/or other sources

COMMUNITY SERVICES

Administrative Support

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR OF COMM SERVICES	0.20
MANAGEMENT ANALYST	1.00
ACCOUNTING TECHNICIAN	2.00
SECRETARY	0.70
COMM & CULTURAL SVC MGR	0.40
Total Program Full Time Positions	4.30

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	3,455	399,688	11,469.37%
MATERIALS & SUPPLIES	0	2,008	--
CONTRACTUAL SVCS	0	1,747	--
INTERNAL SVC FUND CHARGES	42,422	240,884	467.83%
OTHER CONTRACTUAL SVCS	0	6,690	--
Total Expenses	45,877	651,017	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Admin Support - Filming & Event Permits

Program: 0104001

Description

Responsible for the coordination of filming, still photography, and event permits for the City-at-large and City parks (except Greystone Estate). Provides a one-stop location by facilitating all logistical details from personnel, permits and parking requirements to notification of affected parties i.e. merchants, residents, etc.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Update the City's website on "filming" with highlights that include current photos of popular/frequently filmed locations. Also include "frequently-asked-about" City-owned facilities such as the new Public Works Facility, Civic Center Plaza, Library, Greystone, etc.
- Provide analysis, evaluate and revise "Filming & Special Events Fee Schedule" (also research other film-related websites and services provided by other municipalities) and provide recommendations for modifications and enhancement of Beverly Hills programs/services

COMMUNITY SERVICES

Admin Support - Filming & Event Permits

Program Staffing

Full Time Positions	2006/07 Budget
SPECIAL EVENTS COORDINATO	1.00
ADMINISTRATIVE CLERK II	1.00
COMM & CULTURAL SVC MGR	0.15
Total Program Full Time Positions	2.15

Part Time Positions	2006/07 Budget
ADMINISTRATIVE CLERK II	1.00
Total Program Part Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
LICENSES & PERMITS	340,200	287,657	-15.44%
Total Revenues	340,200	287,657	
Expenditures			
SALARIES & BENEFITS	143,258	175,610	22.58%
MATERIALS & SUPPLIES	300	300	0.00%
CONTRACTUAL SVCS	350	373	6.50%
INTERNAL SVC FUND CHARGES	65,642	80,195	22.17%
OTHER CONTRACTUAL SVCS	15,530	15,560	0.19%
Total Expenses	225,080	272,038	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Admin Support - Resident Educational Program (Team BH)

Program: 0107905

Description

Responsible for the coordination (with applicable Departments) and facilitation of the City's "resident-educational" program, Team Beverly Hills. Also is City Liaison with Team BH alumni members and seeks opportunities for the group to assist City Departments as a key resource by volunteering for City programs, events, focus groups, Commissions, committees, etc.

2006/07 Work Plan

City Initiative #1 - Organizational Development - Being the Best

- Educate/mentor additional staff to administer program, and establish relationships department-wide
- Develop "comparable" program for City employees (City Department Expo)

COMMUNITY SERVICES

Admin Support - Resident Educational Program (Team BH)

Program Staffing

Full Time Positions	2006/07 Budget
COMM & CULTURAL SVC MGR	0.30
Total Program Full Time Positions	0.30

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	0	37,508	--
MATERIALS & SUPPLIES	0	7,392	--
CONTRACTUAL SVCS	0	22,574	--
INTERNAL SVC FUND CHARGES	0	37,445	--
OTHER CONTRACTUAL SVCS	0	449	--
Total Expenses	0	105,368	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Collection - Interlibrary Loans

Program: 0107804

Description

Enable customers to access library materials by assisting customers in obtaining materials from other libraries and lending materials to other libraries upon request.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Collection - Interlibrary Loans

Program Staffing

Full Time Positions	2006/07 Budget
LIBRARY CLERK II	1.00
Total Program Full Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	1,500	1,553	3.53%
SERVICE FEES & CHARGES	1,000	1,200	20.00%
Total Revenues	2,500	2,753	
Expenditures			
SALARIES & BENEFITS	59,499	74,898	25.88%
MATERIALS & SUPPLIES	350	0	-100.00%
CONTRACTUAL SVCS	1,534	1,602	4.47%
INTERNAL SVC FUND CHARGES	56,332	56,754	0.75%
OTHER CONTRACTUAL SVCS	2,833	2,842	0.31%
Total Expenses	120,548	136,096	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Collection - Library Collections Development

Program: 0107801

Description

Provide a current and relevant library collection by selecting materials in a variety of formats for adults and children to accommodate a variety of needs, languages, ages and interests. Review adult and children's materials for discard or repair to ensure an attractive, current and usable collection.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Improve selection of library materials by developing a collection development plan.

COMMUNITY SERVICES

Collection - Library Collections Development

Program Staffing

Full Time Positions	2006/07 Budget
LIBRARIAN III	1.48
LIBRARIAN II	2.81
SENIOR LIBRARIAN	0.25
Total Program Full Time Positions	4.54

Part Time Positions	2006/07 Budget
LIBRARIAN II	0.20
Total Program Part Time Positions	0.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	348,746	358,835	2.89%
MATERIALS & SUPPLIES	921,300	935,139	1.50%
CONTRACTUAL SVCS	2,010	2,130	5.99%
INTERNAL SVC FUND CHARGES	238,427	222,142	-6.83%
OTHER CONTRACTUAL SVCS	20,830	20,894	0.31%
Total Expenses	1,531,313	1,539,141	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Collection - Library Database Maintenance

Program: 0107803

Description

Catalogs new materials using national standards, assigning a classification number, subject headings and providing cross references. Troubleshoots with the City Information Technology Department and outside vendors. Monitors the integrated library system.

2006/07 Work Plan

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COMMUNITY SERVICES

Collection - Library Database Maintenance

Program Staffing

Full Time Positions	2006/07 Budget
LIBRARIAN II	0.65
SENIOR LIBRARIAN	0.25
LIBRARY TECHNICIAN	1.00
LIBRARY CLERK II	1.25
SENIOR LIBRARY CLERK	0.25
Total Program Full Time Positions	3.40

Part Time Positions	2006/07 Budget
LIBRARIAN II	1.00
LIBRARY TECHNICIAN	1.00
LIBRARY CLERK II	1.75
Total Program Part Time Positions	3.75

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	354,766	281,195	-20.74%
MATERIALS & SUPPLIES	200	0	-100.00%
CONTRACTUAL SVCS	40,241	39,867	-0.93%
INTERNAL SVC FUND CHARGES	354,305	226,940	-35.95%
OTHER CONTRACTUAL SVCS	22,039	22,107	0.31%
Total Expenses	771,551	570,109	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Collection - Library Materials Acquisition

Program: 0107802

Description

Library materials are ordered in a timely manner using the most cost-effective methods available. Materials are received quickly and accurately to ensure prompt payment of invoices and the updating of accounts.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Collection - Library Materials Acquisition

Program Staffing

Full Time Positions	2006/07 Budget
SENIOR LIBRARIAN	0.25
LIBRARY TECHNICIAN	1.25
SENIOR LIBRARY CLERK	0.75
Total Program Full Time Positions	2.25

Part Time Positions	2006/07 Budget
LIBRARY CLERK II	1.60
Total Program Part Time Positions	1.60

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	231,070	223,819	-3.14%
MATERIALS & SUPPLIES	3,621	0	-100.00%
CONTRACTUAL SVCS	2,000	2,070	3.50%
INTERNAL SVC FUND CHARGES	183,577	199,817	8.85%
OTHER CONTRACTUAL SVCS	10,986	11,020	0.31%
Total Expenses	431,254	436,725	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Collection - Library Materials Processing

Program: 0107805

Description

New books, media items, periodicals and newspapers are physically processed by applying property labels, barcodes, security strips, other labels and plastic jackets for management of the collection. Older library materials are repaired by replacing torn pages, damaged covers, broken spines, barcodes, labels, and broken media cases.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Collection - Library Materials Processing

Program Staffing

Full Time Positions	2006/07 Budget
LIBRARY TECHNICIAN	0.75
Total Program Full Time Positions	0.75

Part Time Positions	2006/07 Budget
LIBRARY PAGE II	0.35
LIBRARY CLERK I	2.00
LIBRARY CLERK II	1.38
Total Program Part Time Positions	3.73

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	264,909	195,957	-26.03%
MATERIALS & SUPPLIES	15,336	60,810	296.52%
CONTRACTUAL SVCS	5,133	7,131	38.93%
INTERNAL SVC FUND CHARGES	316,870	204,013	-35.62%
OTHER CONTRACTUAL SVCS	12,870	12,909	0.31%
Total Expenses	615,118	480,821	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Farmers' Market Operations / Special Events

Program: 0100701C071 / 0100701C072

Description

Provides a weekly opportunity for farmers to sell California-grown fresh fruits and vegetables directly to the community. Compliance with guidelines established by the California Department of Food and Agriculture and County Health Department are required. Weekly event attracts 125,000 shoppers and generates more than \$80,000 annually.

Provides several major special events throughout the year to expose the Farmers' Market to a wider community-audience and attract new shoppers to the weekly event. Some of the major events include Annual Market Anniversary and Chili Cook-off, Pie Bake and Piasta, as well as City Department Showcase Programs.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Farmers' Market Operations / Special Events

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY DIR OF REC & PARKS	0.10
MARKET MANAGER	0.80
RECREATION SPECIALIST	1.00
Total Program Full Time Positions	1.90

Part Time Positions	2006/07 Budget
FARMERS MARKET ASSISTANT	1.00
Total Program Part Time Positions	1.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	93,500	96,772	3.50%
Total Revenues	93,500	96,772	
Expenditures			
SALARIES & BENEFITS	93,332	139,279	49.23%
MATERIALS & SUPPLIES	15,814	15,250	-3.57%
CONTRACTUAL SVCS	23,519	25,460	8.25%
INTERNAL SVC FUND CHARGES	104,718	190,136	81.57%
OTHER CONTRACTUAL SVCS	12,465	12,489	0.19%
Total Expenses	249,848	382,614	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Human Services

Program: 0108801

Description

Dedicated to the enhancement of educational and human services to the City's active and frail elderly, disabled, and low means residents to improve their quality of life, personal growth and enrichment. Develops programs, resources and public information outreach anticipating and responding to emerging issues including regional homeless solutions. Supports implementation of Human Relations Commission priorities.

2006/07 Work Plan

City Initiative #1 - Organizational Development - Being the Best

- Develop Master plan to identify and assess the human service needs of the underserved community and what human services **are currently being provided**. What are the resources and the gap?
- Propose human service program for FY 06/07 to Department Head, City Manager and Council

City Initiative #2 - Communications and Outreach

- Develop a Master plan to disseminate the human services program resource elements and referral opportunities as they come on stream

City Initiative #3 - Community Reinvestment

- Work with the City Council Liaison to evaluate the structure and conditions of the City's community assistance grant funding program and develop recommended improvements as appropriate

City Initiative #4 - Improving Services and Results

- Convene human services organizational forum(s) to ensure ongoing service levels are continuously exceeded and external resources maximized
- Develop aggressive grant program to ensure dedicated program funds in addition to City funds

City Initiative #5 - Sustaining Beverly Hills' Reputation for Excellence

- Develop and introduce a multicultural event celebrating the City's diversity, beginning November 19, 2006 at the Farmers' Market

COMMUNITY SERVICES

Human Services

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR OF COMM SERVICES	0.20
DIR COMMUNITY RELATIONS	1.00
LIBRARIAN II	1.00
HUMAN SVCS COORDINATOR	1.00
SECRETARY	0.30
Total Program Full Time Positions	3.50

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	382,693	323,099	-15.57%
MATERIALS & SUPPLIES	2,900	3,002	3.50%
CONTRACTUAL SVCS	8,530,887	8,829,468	3.50%
INTERNAL SVC FUND CHARGES	157,713	156,836	-0.56%
OTHER CONTRACTUAL SVCS	1,820	1,843	1.27%
Total Expenses	9,076,013	9,314,247	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Leisure Services - Adults

Program: 0106703

Description

The adult program is responsible for creating recreational activities including classes in fitness, dance, computer, and art. The program also offers reservations for the City's 20 tennis courts as well as for other sports facilities for various sports leagues. In addition, single day excursions to popular locales are available to the community.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Develop a contracted service computer class program for adults and seniors. Program instruction to include website searches, keyboarding skills and other software applications. Implementation of the program is slated to begin in January 2007

COMMUNITY SERVICES

Leisure Services - Adults

Program Staffing

Full Time Positions	2006/07 Budget
RECREATION SUPERVISOR	0.50
RECREATION SERVICES MGR	0.45
Total Program Full Time Positions	0.95

Part Time Positions	2006/07 Budget
RECREATION LEADER II	0.99
RECREATION SPECIALIST	1.73
TENNIS CLERK	7.92
Total Program Part Time Positions	10.64

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	81,000	103,168	27.37%
SERVICE FEES & CHARGES	391,933	470,496	20.05%
Total Revenues	472,933	573,664	
Expenditures			
SALARIES & BENEFITS	521,753	538,436	3.20%
MATERIALS & SUPPLIES	13,008	26,571	104.27%
CONTRACTUAL SVCS	85,399	114,151	33.67%
INTERNAL SVC FUND CHARGES	476,008	685,541	44.02%
OTHER CONTRACTUAL SVCS	63,512	63,635	0.19%
Total Expenses	1,159,680	1,428,335	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Leisure Services - Early Education

Program: 0106701

Description

Provides revenue-based classes for children ages 3 months to 5 years. This includes over 90 classes and four State licensed year-round preschool programs.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Leisure Services - Early Education

Program Staffing

Full Time Positions	2006/07 Budget
RECREATION SUPERVISOR	0.60
RECREATION SERVICES MGR	0.05
PRESCHOOL TEACHER ASST	1.00
Total Program Full Time Positions	1.65

Part Time Positions	2006/07 Budget
PRESCHOOL TEACHER	3.98
PRESCHOOL TEACHER ASST	4.96
PRESCHOOL HEAD TEACHER	3.96
Total Program Part Time Positions	12.90

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	690,000	829,858	20.27%
Total Revenues	690,000	829,858	
Expenditures			
SALARIES & BENEFITS	493,670	420,813	-14.76%
MATERIALS & SUPPLIES	29,468	37,500	27.26%
CONTRACTUAL SVCS	16,005	76,065	375.25%
INTERNAL SVC FUND CHARGES	651,031	531,454	-18.37%
OTHER CONTRACTUAL SVCS	74,143	74,287	0.19%
Total Expenses	1,264,317	1,140,119	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Library Administration

Program: 0107902

Description

Administration provides leadership, guidance, and supervision to library staff by being responsible for strategic planning of services, technology and library facilities. It also develops ongoing community partnerships, implements and markets library services and works with the Friends of the Library. Staff also assists with personnel management and departmental communication.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Assist the Friends of the Library in accomplishing their mission.
- Improve operations by developing a working relationship with coffee shop vendor.

COMMUNITY SERVICES

Library Administration

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR OF LIBRARY SERV	1.00
DIRECTOR OF COMM SERVICES	0.20
LIBRARIAN II	1.00
ADMINISTRATIVE SECRETARY	1.00
Total Program Full Time Positions	3.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	160,225	351,801	119.57%
MATERIALS & SUPPLIES	2,453	3,840	56.52%
CONTRACTUAL SVCS	22,261	26,252	17.93%
INTERNAL SVC FUND CHARGES	56,518	148,138	162.11%
OTHER CONTRACTUAL SVCS	9,341	12,239	31.02%
Total Expenses	250,798	542,269	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Library Programs

Program: 0107703

Description

Library professionals provide activities to develop effective usage of materials and access to information, including: cultural performances, book discussions, storytelling, summer reading club, informational tours, classes and one on one education, and volunteer programs for teens.

2006/07 Work Plan

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Develop a parent educational program in conjunction with Recreation and Maple Center staff to prepare preschoolers for school.

COMMUNITY SERVICES

Library Programs

Program Staffing

Full Time Positions	2006/07 Budget
LIBRARIAN III	1.08
LIBRARIAN II	1.09
SENIOR LIBRARY CLERK	0.50
Total Program Full Time Positions	2.67

Part Time Positions	2006/07 Budget
LIBRARIAN II	0.35
LIBRARY CLERK I	0.50
LIBRARY CLERK II	2.00
Total Program Part Time Positions	2.85

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
USE OF MONEY & PROPERTY	2,500	22,300	792.00%
SERVICE FEES & CHARGES	1,650	0	-100.00%
Total Revenues	4,150	22,300	
Expenditures			
SALARIES & BENEFITS	249,677	311,746	24.86%
MATERIALS & SUPPLIES	15,006	1,050	-93.00%
CONTRACTUAL SVCS	27	3,100	11,381.48%
CAPITAL OUTLAY	0	0	--
INTERNAL SVC FUND CHARGES	205,861	274,312	33.25%
OTHER CONTRACTUAL SVCS	11,285	11,320	0.31%
Total Expenses	481,856	601,527	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Library Programs - Circulation Services

Program: 0107704

Description

Library staff enables customers to access and use library materials by providing a means by which customers can easily request and borrow materials. Staff also provides delivery service to customers with medical problems, which prevent them their coming to the library. Staff maintains accurate records of customer transactions and the disposition of library materials; notifies customers of overdue and reserved materials; collects fines and fees; works with customers to recover missing items; and accepts passport applications on behalf of the United States Department of State.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Improve customer service by establishing a base knowledge set of circulation policies and procedures for all Library staff.

Program Staffing

Full Time Positions	2006/07 Budget
LIBRARIAN II	1.00
SENIOR LIBRARIAN	0.50
LIBRARY TECHNICIAN	1.00
LIBRARY CLERK I	1.00
LIBRARY CLERK II	5.25
Total Program Full Time Positions	8.75

COMMUNITY SERVICES

Library Programs - Circulation Services

Program Staffing

Part Time Positions	2006/07 Budget
LIBRARY CLERK I	4.00
LIBRARY CLERK II	1.45
Total Program Part Time Positions	5.45

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	163,500	163,500	0.00%
SERVICE FEES & CHARGES	211,600	171,100	-19.14%
MISCELLANEOUS REVENUES	4,500	3,575	-20.56%
Total Revenues	379,600	338,175	
Expenditures			
SALARIES & BENEFITS	784,442	838,500	6.89%
MATERIALS & SUPPLIES	13,242	500	-96.22%
CONTRACTUAL SVCS	1,200	2,788	132.36%
CAPITAL OUTLAY	0	2,000	--
INTERNAL SVC FUND CHARGES	778,647	911,227	17.03%
OTHER CONTRACTUAL SVCS	47,292	47,568	0.58%
Total Expenses	1,624,823	1,802,583	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Library Programs - Library Security Service

Program: 0107903

Description

Staff provides security services during open hours, which includes coordination with Facilities Maintenance for repair of building problems.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Library Programs - Library Security Service

Program Staffing

Full Time Positions	2006/07 Budget
LIBRARY CLERK II	1.00
Total Program Full Time Positions	1.00

Part Time Positions	2006/07 Budget
LIBRARY CLERK I	1.00
LIBRARY CLERK II	2.75
Total Program Part Time Positions	3.75

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	206,079	164,268	-20.29%
MATERIALS & SUPPLIES	589	800	35.82%
CONTRACTUAL SVCS	465	1,195	156.92%
INTERNAL SVC FUND CHARGES	286,703	184,114	-35.78%
OTHER CONTRACTUAL SVCS	13,331	13,372	0.31%
Total Expenses	507,167	363,748	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Library Programs - Literacy Services

Program: 0107701

Description

Adult and family literacy are promoted through programs funded by the City, State and donations from local businesses and organizations. Services currently provided include one on one tutoring, Family Literacy, Workplace Literacy, Reading Lab, discussion groups, spelling classes, Grammar for Grown-ups, Mentoring, ESL, conversation classes and distance learning.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Library Programs - Literacy Services

Program Staffing

Full Time Positions	2006/07 Budget
SECRETARY	1.00
Total Program Full Time Positions	1.00

Part Time Positions	2006/07 Budget
LIBRARY TECHNICIAN	1.00
LIBRARY CLERK I	1.00
Total Program Part Time Positions	2.00

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
INTERGOVTAL REVENUES	52,500	49,000	-6.67%
MISCELLANEOUS REVENUES	336	0	-100.00%
Total Revenues	52,836	49,000	
Expenditures			
SALARIES & BENEFITS	145,472	136,122	-6.43%
MATERIALS & SUPPLIES	4,658	1,205	-74.14%
CONTRACTUAL SVCS	2,740	9,200	235.77%
INTERNAL SVC FUND CHARGES	184,771	177,078	-4.16%
OTHER CONTRACTUAL SVCS	11,324	11,359	0.31%
Total Expenses	348,965	334,964	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Library Programs - Reference Services

Program: 0107702

Description

Professional librarians provide accurate, personalized information services for adults and children to promote life-long learning. Services include responding to reference questions; providing reader's adviser services; creating book lists and displays to help customers find reading and viewing materials; and, providing curricular support for school assignments.

2006/07 Work Plan

City Initiative #2: Communications and Outreach

- Develop a marketing plan to disseminate key information about the library collections starting with the Fine Arts collection.

Program Staffing

Full Time Positions	2006/07 Budget
LIBRARIAN III	1.44
LIBRARIAN II	5.45
SENIOR LIBRARIAN	0.75
SENIOR LIBRARY CLERK	1.50
Total Program Full Time Positions	9.14

COMMUNITY SERVICES

Library Programs - Reference Services

Program Staffing

Part Time Positions	2006/07 Budget
LIBRARIAN II	2.45
LIBRARIAN I	2.00
LIBRARY CLERK I	0.50
LIBRARY CLERK II	0.87
SENIOR LIBRARY CLERK	1.00
Total Program Part Time Positions	7.82

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	3,000	4,000	33.33%
Total Revenues	3,000	4,000	
Expenditures			
SALARIES & BENEFITS	1,085,541	1,109,106	2.17%
MATERIALS & SUPPLIES	12,620	130	-98.97%
CONTRACTUAL SVCS	3,064	9,457	208.64%
INTERNAL SVC FUND CHARGES	683,522	845,351	23.68%
OTHER CONTRACTUAL SVCS	55,217	55,386	0.31%
Total Expenses	1,839,964	2,019,430	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Library Programs - Shelving Materials

Program: 0107705

Description

Library staff check in materials and returns these materials to the proper location in the library in accurate order.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Library Programs - Shelving Materials

Program Staffing

Full Time Positions	2006/07 Budget
LIBRARY PAGE II	1.00
SR LIBRARY PAGE	2.00
Total Program Full Time Positions	3.00

Part Time Positions	2006/07 Budget
LIBRARY PAGE II	6.65
SR LIBRARY PAGE	1.00
LIBRARY PAGE I	4.00
Total Program Part Time Positions	11.65

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	333,633	330,823	-0.84%
MATERIALS & SUPPLIES	2,000	0	-100.00%
CONTRACTUAL SVCS	27	600	2,122.22%
INTERNAL SVC FUND CHARGES	652,112	627,245	-3.81%
OTHER CONTRACTUAL SVCS	23,733	23,806	0.31%
Total Expenses	1,011,505	982,474	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Park Operations - Athletic Facilities

Program: 0106906

Description

Utilizing a mix of in-house staff and contracted services, the sports fields at Roxbury and La Cienega parks are maintained on a daily basis for a variety of youth sports organizations and adult fee-based sports programs.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Implement field use study for youth groups

COMMUNITY SERVICES

Park Operations - Athletic Facilities

Program Staffing

Full Time Positions	2006/07 Budget
IRRIGATION SPECIALIST	0.11
GENERAL PARK MAINT SUPERV	0.05
PARK SERVICES WORKER	2.75
Total Program Full Time Positions	2.91

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	168,608	206,376	22.40%
MATERIALS & SUPPLIES	13,701	22,690	65.61%
CONTRACTUAL SVCS	4,549	8,138	78.90%
INTERNAL SVC FUND CHARGES	123,041	137,404	11.67%
OTHER CONTRACTUAL SVCS	24,523	24,571	0.19%
Total Expenses	334,422	399,178	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Park Operations - Beverly Gardens & Mini Parks

Program: 0106901

Description

Utilizing a mix of in-house staff and contracted services, the landscaped areas in the twenty-one blocks of Beverly Gardens Park and at the City's five Mini Park sites are maintained on a daily basis.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Develop and implement plan to utilize Proposition A maintenance funds to enhance planter beds in Beverly Gardens Park

COMMUNITY SERVICES

Park Operations - Beverly Gardens & Mini Parks

Program Staffing

Full Time Positions	2006/07 Budget
IRRIGATION SPECIALIST	0.11
PARK SERVICES SUPERVISOR	1.20
GENERAL PARK MAINT SUPERV	0.10
PARK SERVICES WORKER	4.20
Total Program Full Time Positions	5.61

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	542,176	432,888	-20.16%
MATERIALS & SUPPLIES	18,805	31,958	69.95%
CONTRACTUAL SVCS	87,332	97,713	11.89%
CAPITAL OUTLAY	11,124	0	-100.00%
INTERNAL SVC FUND CHARGES	215,388	254,762	18.28%
OTHER CONTRACTUAL SVCS	61,181	61,300	0.19%
Total Expenses	936,006	878,621	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Park Operations - Civic Center

Program: 0106908

Description

Utilizing a mix of in-house staff and contracted services, the landscaped area at city Hall and in the Civic Center are maintained on a daily basis.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Develop phased (three year) planter bed restoration at Civic Center site and implement 1st year Phase I restoration of planter beds
- Develop a maintenance plan for all landscaped areas

COMMUNITY SERVICES

Park Operations - Civic Center

Program Staffing

Full Time Positions	2006/07 Budget
IRRIGATION SPECIALIST	0.11
PARK SERVICES SUPERVISOR	0.05
GENERAL PARK MAINT SUPERV	0.10
PARK SERVICES WORKER	1.20
Total Program Full Time Positions	1.46

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	100,141	107,055	6.91%
MATERIALS & SUPPLIES	9,203	11,469	24.62%
CONTRACTUAL SVCS	25,037	10,632	-57.53%
INTERNAL SVC FUND CHARGES	107,482	149,903	39.47%
OTHER CONTRACTUAL SVCS	13,042	13,067	0.19%
Total Expenses	254,905	292,127	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Park Operations - Coldwater Canyon

Program: 0106902

Description

Utilizing a mix of in-house staff and contracted services, the landscaped areas in Coldwater Canyon Park are maintained on a daily basis.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Park Operations - Coldwater Canyon

Program Staffing

Full Time Positions	2006/07 Budget
IRRIGATION SPECIALIST	0.11
PARK SERVICES SUPERVISOR	0.10
GENERAL PARK MAINT SUPERV	0.10
PARK SERVICES WORKER	0.10
PARK SERVICES WORKER	1.00
Total Program Full Time Positions	1.41

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	101,979	107,617	5.53%
MATERIALS & SUPPLIES	6,924	11,273	62.82%
CONTRACTUAL SVCS	20,871	23,137	10.86%
INTERNAL SVC FUND CHARGES	53,556	65,312	21.95%
OTHER CONTRACTUAL SVCS	13,290	13,316	0.19%
Total Expenses	196,620	220,656	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Park Operations - Greystone/Will Rogers

Program: 0106903

Description

Utilizing a mix of in-house staff and contracted services, the landscaped areas at Greystone Estate and Will Rogers Park are maintained on a daily basis.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Introduce aquatic plants at both sites to protect fish and enhance aesthetics

COMMUNITY SERVICES

Park Operations - Greystone/Will Rogers

Program Staffing

Full Time Positions	2006/07 Budget
IRRIGATION SPECIALIST	0.12
PARK SERVICES SUPERVISOR	0.50
SENIOR PARK SVCS WORKER	1.00
GENERAL PARK MAINT SUPERV	0.20
PARK SERVICES WORKER	4.30
Total Program Full Time Positions	6.12

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	427,145	447,593	4.79%
MATERIALS & SUPPLIES	22,664	30,892	36.30%
CONTRACTUAL SVCS	54,993	63,655	15.75%
INTERNAL SVC FUND CHARGES	238,668	349,734	46.54%
OTHER CONTRACTUAL SVCS	55,247	55,354	0.19%
Total Expenses	798,717	947,229	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Park Operations - La Cienega

Program: 0106904

Description

Utilizing a mix of in-house staff and contracted services, the landscaped areas in La Cienega Park are maintained on a daily basis.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Park Operations - La Cienega

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY DIR OF REC & PARKS	0.10
IRRIGATION SPECIALIST	0.11
PARK SERVICES SUPERVISOR	1.00
GENERAL PARK MAINT SUPERV	0.10
PARK SERVICES WORKER	2.00
Total Program Full Time Positions	3.31

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	164,648	283,908	72.43%
MATERIALS & SUPPLIES	18,174	19,251	5.93%
CONTRACTUAL SVCS	26,344	29,401	11.60%
CAPITAL OUTLAY	0	0	--
INTERNAL SVC FUND CHARGES	104,455	174,681	67.23%
OTHER CONTRACTUAL SVCS	29,582	29,639	0.19%
Total Expenses	343,203	536,880	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Park Operations - Park Support to Other Departments

Program: 0106909

Description

Lends support to other departments on an as-needed basis including installation and repair of damaged irrigation components and plant materials. In addition, support is also provided to community events and programs, including Walk of Style, D Lot, Holiday Plantings and Urban Design.

2006/07 Work Plan

City Initiative #4: Improving Services and Results

- Work with Project Management and Public Works to insure that the business triangle looks exceptional with a daily maintenance schedule and timely plant replacement program

COMMUNITY SERVICES

Park Operations - Park Support to Other Departments

Program Staffing

Full Time Positions	2006/07 Budget
IRRIGATION SPECIALIST	0.11
PARK SERVICES SUPERVISOR	0.05
GENERAL PARK MAINT SUPERV	0.15
PARK SERVICES WORKER	1.20
Total Program Full Time Positions	1.51

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	162,963	106,242	-34.81%
MATERIALS & SUPPLIES	6,000	4,853	-19.11%
CONTRACTUAL SVCS	114,215	117,085	2.51%
INTERNAL SVC FUND CHARGES	96,934	75,046	-22.58%
OTHER CONTRACTUAL SVCS	21,181	21,222	0.19%
Total Expenses	401,293	324,449	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Park Operations - Roxbury

Program: 0106905

Description

Utilizing a mix of in-house staff and contracted services, the landscaped areas in Roxbury Park are maintained on a daily basis.

2006/07 Work Plan

Section intentionally left blank.

COMMUNITY SERVICES

Park Operations - Roxbury

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY DIR OF REC & PARKS	0.10
IRRIGATION SPECIALIST	0.11
PARK SERVICES SUPERVISOR	1.00
GENERAL PARK MAINT SUPERV	0.10
PARK SERVICES WORKER	3.25
Total Program Full Time Positions	4.56

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	359,728	355,617	-1.14%
MATERIALS & SUPPLIES	18,192	19,026	4.58%
CONTRACTUAL SVCS	21,532	23,971	11.33%
CAPITAL OUTLAY	0	0	--
INTERNAL SVC FUND CHARGES	176,934	255,174	44.22%
OTHER CONTRACTUAL SVCS	45,855	45,944	0.19%
Total Expenses	622,241	699,731	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Park Operations - Streetscape

Program: 0106907

Description

Utilizing a mix of in-house staff and contracted services, the City's streetscape areas, including the business triangle, street medians, and several parking facilities, are maintained on a daily basis.

2006/07 Work Plan

City Initiative #3: Community Reinvestment

- Identify and prioritize plant/irrigation needs at parking facilities

COMMUNITY SERVICES

Park Operations - Streetscape

Program Staffing

Full Time Positions	2006/07 Budget
IRRIGATION SPECIALIST	0.11
PARK SERVICES SUPERVISOR	0.10
GENERAL PARK MAINT SUPERV	0.10
Total Program Full Time Positions	0.31

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	30,735	30,033	-2.28%
MATERIALS & SUPPLIES	5,290	7,260	37.24%
CONTRACTUAL SVCS	141,398	176,347	24.72%
INTERNAL SVC FUND CHARGES	19,976	16,574	-17.03%
OTHER CONTRACTUAL SVCS	3,819	3,826	0.19%
Total Expenses	201,218	234,040	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Recreation and Parks Administration

Program: 0106601

Description

Administration, management, and planning of the services offered to the public by the Community Services Department. Liaison services are provided to the Recreation and Parks, Fine Arts and Human Relations Commission.

2006/07 Work Plan

City Initiative #1: Organizational Development - Being the Best

- Identify consultants to conduct a strategic plan for Recreation Services for implementation in FY 07/08
- Evaluate office space adjacencies for Department staff

City Initiative #5: Sustaining Beverly Hills' Reputation for Excellence

- Complete Community Recreation Center study, including estimating Furniture, Fixtures, and Equipment and Operational and Maintenance costs
- Work closely with consultant to develop master plans for Roxbury and La Cienega Parks

COMMUNITY SERVICES

Recreation and Parks Administration

Program Staffing

Full Time Positions	2006/07 Budget
DIRECTOR OF COMM SERVICES	0.20
DEPUTY DIR OF REC & PARKS	0.10
ADMINISTRATIVE SECRETARY	1.00
SECRETARY	1.00
Total Program Full Time Positions	2.30

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	517,773	240,319	-53.59%
MATERIALS & SUPPLIES	5,279	6,099	15.54%
CONTRACTUAL SVCS	20,913	18,921	-9.53%
INTERNAL SVC FUND CHARGES	237,852	165,634	-30.36%
OTHER CONTRACTUAL SVCS	63,177	63,300	0.19%
Total Expenses	844,994	494,273	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Urban Forest - Support to Other Departments

Program: 0105603

Description ◆

Lends support to other departments on an as-needed basis, including the trimming of trees at parking structures and reservoir sites and the trimming and/or removal of trees to facilitate sidewalk, curb and street repair projects.

2006/07 Work Plan ◆

Section intentionally left blank.

COMMUNITY SERVICES

Urban Forest - Support to Other Departments

Program Staffing

Full Time Positions	2006/07 Budget
PRK MAIN/URBAN FOREST MGR	0.10
URBAN FOREST INSPECTOR	0.10
Total Program Full Time Positions	0.20

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	20,381	21,080	3.43%
MATERIALS & SUPPLIES	0	0	--
CONTRACTUAL SVCS	50,700	0	-100.00%
INTERNAL SVC FUND CHARGES	15,170	8,841	-41.72%
OTHER CONTRACTUAL SVCS	2,571	2,576	0.19%
Total Expenses	88,822	32,498	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Urban Forest - Tree Maintenance/Park Trees

Program: 0105601

Description

Maintains the pruning of approximately 27,000 street and park site trees as well as offers public outreach, educational and program development services.

2006/07 Work Plan

City Initiative #4 - Improving Services and Results

- Evaluate cost of in-house versus contract tree trimming
- Analyze need for land/space for maintenance operations, especially for tree contractor

COMMUNITY SERVICES

Urban Forest - Tree Maintenance/Park Trees

Program Staffing

Full Time Positions	2006/07 Budget
DEPUTY DIR OF REC & PARKS	0.20
PRK MAIN/URBAN FOREST MGR	0.55
URBAN FOREST INSPECTOR	1.10
Total Program Full Time Positions	1.85

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
SERVICE FEES & CHARGES	3,250	3,364	3.50%
MISCELLANEOUS REVENUES	925	957	3.50%
Total Revenues	4,175	4,321	
Expenditures			
SALARIES & BENEFITS	166,576	204,298	22.65%
MATERIALS & SUPPLIES	30,200	24,827	-17.79%
CONTRACTUAL SVCS	1,179,408	1,278,973	8.44%
CAPITAL OUTLAY	670	0	-100.00%
INTERNAL SVC FUND CHARGES	64,442	96,144	49.19%
OTHER CONTRACTUAL SVCS	20,207	20,246	0.19%
Total Expenses	1,461,503	1,624,489	

* See *Glossary* for definition of accounts for revenue and expenditure category.

COMMUNITY SERVICES

Urban Forest - Tree Removal/Installation

Program: 0105602

Description

Arranges for the removal and replacement of declining and/or inappropriate trees under several defined Street Tree Master Plan Phases and as individual circumstances require. Public outreach is a significant factor in maintaining residents' support of this program.

2006/07 Work Plan

City Initiative #2 - Communications and Outreach

- Begin public meetings for Street Tree Master Plan Phase III (Canary Island Date Palms)

City Initiative #3 - Community Reinvestment

- Complete reforestation of Chevy Chase Drive

COMMUNITY SERVICES

Urban Forest - Tree Removal/Installation

Program Staffing

Full Time Positions	2006/07 Budget
PRK MAIN/URBAN FOREST MGR	0.35
URBAN FOREST INSPECTOR	0.80
Total Program Full Time Positions	1.15

Program Budget

Account Categories*	Fiscal Year 2005/06 Budget	Fiscal Year 2006/07 Budget	Percent Change
Revenues			
Total Revenues	0	0	
Expenditures			
SALARIES & BENEFITS	108,196	110,971	2.56%
MATERIALS & SUPPLIES	1,283	1,500	16.91%
CONTRACTUAL SVCS	4,385	3,985	-9.13%
INTERNAL SVC FUND CHARGES	47,394	51,205	8.04%
OTHER CONTRACTUAL SVCS	13,915	13,942	0.19%
Total Expenses	175,173	181,603	

* See *Glossary* for definition of accounts for revenue and expenditure category.



City of Beverly Hills



Capital Improvement Projects Adopted Budget



INFRASTRUCTURE FUND (06)

- 1) **ANNUAL MAINTENANCE (#0633)** – This project provides for annual maintenance and upgrade of such items as alley resurfacing, minor asphalt repairs, minor repairs to gutters, sidewalks and curbs, catch basin repair and refurbishment and replacement of water meter boxes.
- 2) **PAVEMENT MASTER PLAN (#0554)** – State requirements for various funding sources, consistent with Streets and Highways Code Section 2108.1 requires a Payment Management System to be updated every two years which provide a prioritization of streets to be repaired.
- 3) **STREET RESURFACING (#0195)** – Cold plane adjacent to existing gutters, resurface, and/or reconstruct street between gutter edges. Prioritization of street rehabilitation will be based on the pavement management system.
- 4) **STREET SIGN REPLACEMENT (New)** – Replaces all Parking Restrictions signs City-wide.
- 5) **INSTALL TRAFFIC SIGNAL (#0367)** – Provide for the installation of traffic signals and loops at warranted intersections. New LED Signal Indication Replacement Program, to be implemented over three years as additional work. New: Convert 11 traffic signals, 2 cctv's and 4 autosopes to operate on the North ring fiber optic Municipal Area Network. New: Install CCTV cameras at nine new locations, MTA will reimburse 67% of project costs.
- 6) **GRANITE SIDEWALKS (New)** – Construct new granite sidewalks in front of and adjacent to City owned and operated facilities in the Business Triangle. There are seven parking structures and retail stores in the Business Triangle totaling 2400 linear feet of frontage on different streets. Taking an average of 10 foot wide sidewalks there would be an approximate 27,500 square feet of sidewalks.
- 7) **STREET LIGHT MASTER PLAN (#0629)** – This project calls for the replacement of the conduit and wiring of the City's street lighting system in both the commercial and residential areas of the City.
- 8) **SANTA MONICA BOULEVARD CORRIDOR (#0889)** – Funding to conduct a major investment/corridor study for the Santa Monica Boulevard Corridor within Beverly Hills. This requires engaging a transportation engineering firm to lead a team that includes in addition to transportation engineering, expertise on parking, landscape/urban design and public outreach. Team will develop three to five concepts for roadway improvements and facilitate City Council selection of a preferred alternative.

**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
Infrastructure Fund (06)									
	Beginning Cash								
	General Fund Contributions								
	Net from Operations								
0633	Annual Maintenance *** (See Funds 80, 85, 45)	300,000	550,000	500,000	500,000	500,000	500,000	500,000	2,500,000
0554	Pavement Master Plan *** (See Fund 12)	-	55,000	150,000	-	50,000	-	60,000	260,000
0195	Street Resurfacing *** (See Fund 12)	-	-	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	6,000,000
Ⓢ 0367	Street Sign Replacement Install Traffic Signal	190,000	190,000	250,000	250,000	250,000	250,000	250,000	1,250,000
Ⓢ 0629	Granite Sidewalks Street Light Master Plan	-	-	639,000	610,000	410,000	580,000	300,000	2,539,000
0891	Community Choice Aggregation - Electricity (\$354,000)	-	2,310,498	100,000	350,000	350,000	350,000	350,000	1,500,000
		-	-	8,821,532	-	-	-	-	8,821,532
	Infrastructure Fund (06) Subtotal:	490,000	3,105,498	11,660,532	2,910,000	2,760,000	2,880,000	2,660,000	22,870,532
	Infrastructure Fund (06) Oper Rsvs & Cap Replacement			1,851,165	1,170,593	390,991	1,452,410	786,899	786,899
Infrastructure Fund (06) - SANTA MONICA BLVD.									
	Beginning Cash								
	CAL Trans SM abatement			4,300,000	4,300,000	-	-	-	4,300,000
	Other Santa Monica Contributions			-	-	-	-	-	-
0889	Santa Monica Blvd. Corridor			1,353,460	4,300,000	-	-	-	1,353,460
	Infrastructure Fund (06) Subtotal - CAL TRANS FUNDING:	-	-	1,353,460	4,300,000	-	-	-	5,653,460
	Infrastructure Fund (06) - SM Blvd. Available Balance			4,300,000	-	-	-	-	4,300,000

NOTE: Revenues from State Abatement (received \$4.3 million) and MTA (conditional \$2.2 million) totaling \$6.5 million to offset costs of this or related projects. Per the Fiscal Year 2005/2006 CIP Budget, the full project cost was \$7,404,460.

Legend: *** = Project has multiple funding sources.
☺ = Candidate for Smart City Project.

**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
Capital Assets Fund (08)									
	Beginning Cash								
	Net Proceeds from Debt Issue			9,068,465	7,377,916	5,969,741	8,441,371	15,878,287	9,068,465
				21,000,000	-	-	-	-	21,000,000
	Net from Operations			8,049,451	8,021,825	11,286,630	9,696,916	13,751,302	50,806,125
				14,000,000	-	-	-	-	14,000,000
0797	Vehicle and Facilities Maintenance Shops	8,336,000	9,168,000						
08502	Schedule Vehicle Replacement plus additional equipment (Concrete Repair Truck; Catch Basin Cleaner and Vacuum; and, Sidewalk Maintenance Machines)	1,500,000	1,500,000	1,600,000	1,500,000	1,500,000	1,500,000	1,500,000	7,600,000
0713	Repaint City Buildings *** (See Fund 81)	-	-	230,000	100,000	100,000	100,000	100,000	630,000
0823	Misc. Construction Projects	-	446,250	100,000	100,000	100,000	100,000	100,000	500,000
0701	Improvement of City Gateways	-	-	150,000	150,000	150,000	150,000	150,000	750,000
0862	Industrial Area EIR and Traffic Mitigations	-	250,000	100,000	650,000	-	-	-	750,000
	Ten new portable Electrocardiogram (EKG) Monitors/Defibrillators/AEDs	-	-	225,000	-	-	-	-	225,000
	Self Contained Breathing Apparatus (SCBA) Inventory Replacement	-	-	195,000	195,000	195,000	-	-	585,000
	Teen Zone	-	-	60,000	-	-	-	-	60,000
	Library Auditorium Renovations	-	-	-	650,000	-	-	-	650,000
0852	Civic Center Plaza Improvements	1,800,000	1,890,000	75,000	525,000	-	-	-	600,000
0585	Fire Facility Maintenance and Improvement	-	257,250	650,000	885,000	545,000	-	-	2,080,000
0610	Police Facility Maintenance and Improvements	-	83,400	710,000	2,200,000	2,300,000	410,000	-	5,620,000
0838	Library Facility Maintenance and Improvement	-	415,000	125,000	200,000	2,255,000	-	-	2,580,000
0851	City Hall Master Project	330,000	1,917,500	3,495,000	2,275,000	1,670,000	-	-	7,440,000
0647	General Land Acquisition (Railroad Parcels 12 and 13)	-	8,700,000	7,500,000	-	-	-	-	7,500,000
0823	Central Plant Upgrades (Misc. Construction Projects)	-	-	365,000	-	-	-	-	365,000
0880	Public Works Facility Improvements	-	-	150,000	-	-	-	-	150,000
	School District Artificial Turf Matching Funds	-	-	600,000	-	-	-	-	600,000
	School District Artificial Turf - Loan	-	-	300,000	-	-	-	-	-
☺	Autovuv/autofind Parking Enhancement Camera Systems	-	-	110,000	-	-	-	-	110,000
	Capital Assets Fund (08) Total:	11,966,000	24,627,400	30,740,000	9,430,000	8,815,000	2,260,000	1,850,000	52,795,000
	Capital Assets Fund (08) Oper Rsvs & Cap Replacement			7,377,916	5,969,741	8,441,371	15,878,287	27,779,589	28,079,589
Unfunded Projects									
	Amount								
	Foothill & Third Building	-	-	2,000,000	-	30,600,000	-	-	32,600,000
	Total:			2,000,000		30,600,000			32,600,000

Legend: *** = Project has multiple funding sources.
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**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
	Street and Highways State Gas Fund (12)								
	Beginning Cash			961,134	1,020,394	933,827	812,985	756,754	961,134
	Net from Operations			909,260	713,433	729,157	743,769	762,231	3,857,850
0554	Pavement Master Plan *** (See Fund 06)		25,000	50,000	-	50,000	-	50,000	150,000
0195	Street Resurfacing *** (See Fund 06)	2,550,000	1,000,000	800,000	800,000	800,000	800,000	800,000	4,000,000
	Street and Highways State Gas Fund (12) Total:	2,550,000	1,025,000	850,000	800,000	850,000	800,000	850,000	4,150,000
	Street and Highways Fund (12) Oper Rsvs & Cap Replacement			1,020,394	933,827	812,985	756,754	668,985	668,985

Legend: *** = Project has multiple funding sources.
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**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
	Parks & Recreation Facilities Fund (16)								
	Beginning Cash								
	Net from Operations			6,397,453	6,392,734	2,465,938	1,365,840	2,615,583	6,397,453
0315	Park Facilities Maintenance & Improvements			4,270,281	2,418,203	2,914,902	2,924,743	3,054,021	15,582,151
0089	Replace Street Trees			695,000	1,270,000	2,000,000	1,000,000	500,000	5,465,000
0442	Greystone Park Improvements			675,000	675,000	675,000	675,000	675,000	3,375,000
0881	Community Recreation Center (incl. Private Co-develop)			1,400,000	-	-	-	-	1,400,000
☺	Park Facilities Renovation Projects Northern DWP Purchase (\$6,000,000)			1,000,000	-	-	-	-	1,000,000
				400,000	4,400,000	1,000,000	-	3,000,000	8,800,000
0483	Tennis Courts and Site Enhancements			-	-	-	-	-	-
				105,000	-	340,000	-	40,000	485,000
				4,275,000	6,345,000	4,015,000	1,675,000	4,215,000	20,525,000
	Parks & Rec. Facilities Fund (16) Total:			6,392,734	2,465,938	1,365,840	2,615,583	1,454,604	1,454,604
	Unfunded Projects								
	Amount								
0442	Additional Greystone Park Improvements			100,000	6,300,000	375,000	2,475,000	-	9,250,000
0881	Additional Community Recreation Center (incl. Private Co-develop)			-	-	-	-	9,200,000	9,200,000
	Total:			100,000	6,300,000	375,000	2,475,000	9,200,000	18,450,000

Legend: *** = Project has multiple funding sources.
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**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
Information Technology Fund (41)									
	Beginning Cash			7,719,275	481,137	(320,864)	(87,792)	384,404	7,719,275
	General Fund Contributions			-	-	-	-	-	-
	Net from Operations			2,436,862	3,067,999	3,203,072	3,342,196	3,485,494	15,535,622
⊕ 0859	Radio Infrastructure Improvements (Safety/Non-Safety)	800,000	6,200,000	2,100,000	-	-	-	-	2,100,000
⊕ 0781	Security System Upgrades (City Hall, Police, Library & IT)	350,000	350,000	585,000	-	-	-	-	585,000
⊕ 0329	Sinking Fund Computer System Replacement	750,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	7,500,000
⊕	Building Wiring Upgrade	-	-	650,000	-	-	-	-	650,000
⊕ 0883	Municipal Area Network (South Phase)	-	-	1,350,000	450,000	-	-	-	1,800,000
⊕ 0856	Telephone System Upgrades & Enhancements	-	-	1,500,000	-	-	-	-	1,500,000
⊕	eGov Initiative	-	-	250,000	250,000	150,000	150,000	150,000	950,000
⊕	Document Imaging Backlog	-	-	400,000	400,000	200,000	250,000	-	1,250,000
⊕	Enterprise Resource Planning	-	-	-	-	150,000	850,000	-	1,000,000
⊕	Smart City Master Plan	-	-	150,000	-	-	-	-	150,000
⊕ 0785	Upgrade Parking Revenue Control System	750,000	750,000	750,000	-	-	-	-	750,000
	Internal Administration Enhancements (\$550,000) *** (See Fund 81)	-	-	-	-	-	-	-	-
	Public Safety CAD/RMS System	-	-	150,000	750,000	650,000	-	-	1,550,000
⊕	Municipal Wi-Fi Deployment (\$1,600,000)	-	-	-	-	-	-	-	-
	Public Works Asset Mgmt System (ISF/ See Funds 80,81,83 & 84)	-	-	40,000	20,000	20,000	20,000	20,000	120,000
⊕	Community Video Security - includes Rodeo Drive pilot	-	-	250,000	500,000	300,000	100,000	100,000	1,250,000
	Information Technology Fund (41) Total:	2,650,000	8,800,000	9,675,000	3,870,000	2,970,000	2,870,000	1,770,000	21,155,000
	Information Technology Fund (41) Oper Rsvs & Cap Replacement			481,137	(320,864)	(87,792)	384,404	2,099,898	2,099,898
Unfunded Projects									
	Amount								
	Internal Administration Enhancements (\$550,000)			250,000	150,000	50,000	50,000	50,000	550,000
	Municipal Wi-Fi Deployment (\$1,600,000)			1,200,000	250,000	50,000	50,000	50,000	1,600,000
	Total:			1,450,000	400,000	100,000	100,000	100,000	2,150,000

Legend: *** = Project has multiple funding sources.
⊕ = Candidate for Smart City Project.

**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
	Cable/TV Fund (42)								
	Beginning Cash			2,918,473	2,712,675	2,758,203	2,805,096	2,853,397	2,918,473
	Net from Operations			44,202	45,528	46,894	48,301	49,750	234,674
	Video Control Replacement	-	-	250,000	-	-	-	-	250,000
	Cable/TV Fund (42) Total:	-	-	250,000	-	-	-	-	250,000
	Cable/TV Fund (42) Oper Rsvs & Cap Replacement			2,712,675	2,758,203	2,805,096	2,853,397	2,903,147	2,903,147

Legend: *** = Project has multiple funding sources.
☺ = Candidate for Smart City Project.

**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
	Water Enterprise Fund (80)								
	Beginning Cash			17,766,643	12,272,834	6,580,116	8,893,038	7,456,421	17,766,643
	Net Proceeds from Debt Issue			19,000,000	-	20,000,000	-	-	39,000,000
	Net from Operations			8,891,191	2,693,282	3,132,922	3,753,633	4,392,184	22,863,213
0795	Water Treatment Plant buyoff	-	-	-	-	18,000,000	-	-	18,000,000
	Land Acquisition	-	-	7,000,000	-	-	-	-	7,000,000
☺ 0602	Irrigation Upgrades	-	210,000	-	-	-	656,250	-	656,250
0633	Annual Infrastructure Maintenance	275,000	275,000	275,000	275,000	275,000	275,000	275,000	1,375,000
	*** (See Funds 06, 85, 45)								
0576	Replace Coldwater Canon Reservoir	3,000,000	19,250,000	18,500,000	3,000,000	-	-	-	21,500,000
0387	Replace Water Mains and Hydrants	2,300,000	3,200,000	2,450,000	4,650,000	2,390,000	3,900,000	3,314,000	16,704,000
0796	Reservoir Maintenance	1,400,000	2,500,000	4,500,000	231,000	125,000	329,000	2,200,000	7,385,000
0880	Water Facility Improvements	-	-	600,000	200,000	-	-	-	800,000
	Public Works Asset Mgmt System (ISF/ See Funds 08, 81, 84 & 85)	-	-	60,000	30,000	30,000	30,000	30,000	180,000
	Water Enterprise Fund (80) Total:	6,975,000	25,435,000	33,385,000	8,386,000	20,820,000	5,190,250	5,819,000	73,600,250
	Water Enterprise Fund (80) Oper Rsvs & Cap Replacement			12,272,834	6,580,116	8,893,038	7,456,421	6,029,605	6,029,605

Legend: *** = Project has multiple funding sources.
☺ = Candidate for Smart City Project.

**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
	Parking Enterprise Fund (81)								
	Beginning Cash								
	Net from Operations								
0846	Develop D Surface Parking Lot	-	1,800,000	1,087,256	-	-	-	-	1,087,256
0849	Develop T Surface Parking Lot	36,750,000	33,000,000	32,852,549	-	1,500,000	-	-	34,352,549
0713	Repaint Parking Facilities	300,000	300,000	400,000	400,000	150,000	-	150,000	1,100,000
	9400 Santa Monica Development	-	-	25,000	-	-	-	-	25,000
	400 N. Crescent Parking Garage	-	-	75,000	-	-	-	-	75,000
⊙ 0785	Upgrade Parking Revenue Control System *** (See Fund 41)	2,250,000	2,250,000	2,750,000	-	-	-	-	2,750,000
	Parking Facility Upgrades	-	-	500,000	200,000	100,000	-	-	800,000
	Public Works Asset Mgmt System (ISF/ See Funds 08, 80, 84 & 85)	-	-	20,000	10,000	10,000	10,000	10,000	60,000
	Parking Enterprise Fund (81) Total:	39,300,000	37,350,000	37,709,805	610,000	1,760,000	10,000	160,000	40,249,805
	Parking Enterprise Fund (81) Oper Rsvs & Cap Replacement			5,575,267	7,345,809	7,829,359	10,642,295	12,320,472	12,320,472
	Unfunded Projects								
	Amount								
	9400 Santa Monica Development	-	-	100,000	2,000,000	2,000,000	-	-	4,100,000
	400 N. Crescent Parking Garage	-	-	2,000,000	4,000,000	-	-	-	6,000,000
	Total:	-	-	2,100,000	6,000,000	2,000,000	-	-	10,100,000

Legend: *** = Project has multiple funding sources.
⊙ = Candidate for Smart City Project

**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
	Waste Water Enterprise Fund (84)								
	Beginning Cash								
	Net from Operations			7,959,868	3,503,802	1,807,558	(1,047,708)	(86,426)	7,959,868
0066	Repairs to Sewer System			783,934	1,983,755	3,005,279	4,201,282	5,152,239	15,126,490
0197	Hyperion Plant	1,150,000	400,000	2,200,000	660,000	2,840,545	220,000	1,000,000	6,920,545
	Public Works Asset Mgmt System (ISF/ See Funds 08, 80, 84 & 85)	1,890,000	1,890,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	15,000,000
		-	-	40,000	20,000	20,000	20,000	20,000	120,000
	Waste Water Enterprise Fund (84) Total:	3,040,000	2,290,000	5,240,000	3,680,000	5,860,545	3,240,000	4,020,000	22,040,545
	Waste Water Enterprise Fund (84) Oper Rsvs & Cap Replacement			3,503,802	1,807,558	(1,047,708)	(86,426)	2,045,813	1,045,813

NOTE: Due to the magnitude of capital contributions related to the Los Angeles Hyperion treatment plant, annual rate increases are assumed to range from 10% to 20% annually beginning in Fiscal Year 2007/2008. If charges for Hyperion are significantly less then need for rate increase or size of rate increase will change.

Legend: *** = Project has multiple funding sources.
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**CITY OF BEVERLY HILLS
SUMMARY OF CAPITAL PROJECTS - 5 YEAR PLAN BY FUND
FISCAL YEAR 2006/2007 THROUGH FISCAL YEAR 2010/2011**

CIP #	PROJECT TITLE	Budgeted FY 2004/2005	Budgeted FY 2005/2006	Adopted Budget FY 2006/2007	FY 2007/2008	FY 2008/2009	FY 2009/2010	FY 2010/2011	5 YEAR TOTAL
	Stormwater Enterprise Fund (85)								
	Beginning Cash			3,505,569	2,844,052	2,458,101	2,205,825	2,092,498	3,505,569
	Net from Operations			(521,517)	(265,951)	(132,276)	6,673	151,116	(761,955)
0633	Annual Maintenance *** (See Funds 06, 80, 45)	50,000	50,000	50,000	50,000	50,000	50,000	50,000	250,000
0553	Storm Drain and Compliance with Total Maximum Daily Loads (TMDLs)	50,000	50,000	50,000	50,000	50,000	50,000	50,000	250,000
	Public Works Asset Mgmt System (ISF/ See Funds 08, 80, 81 & 84)	-	-	40,000	20,000	20,000	20,000	20,000	120,000
	Stormwater Enterprise Fund (85) Total:	100,000	100,000	140,000	120,000	120,000	120,000	120,000	620,000
	Stormwater Enterprise Fund (85) Oper Rsvs & Cap Replacement			2,844,052	2,458,101	2,205,825	2,092,498	2,123,614	2,123,614
	Capital Improvement Projects Grand Total:			135,278,797	40,451,000	47,970,545	19,545,250	21,464,000	263,909,592

Legend: *** = Project has multiple funding sources.
☺ = Candidate for Smart City Project

CAPITAL ASSETS FUND (08)

- 1) **VEHICLE AND FACILITIES MAINTENANCE SHOPS (#0797)** – Construct new vehicle service facility and facility maintenance shops is necessary to provide long-term service facilities in place of the interim “tent” facility on the 342 Foothill Road property.
- 2) **SCHEDULE VEHICLE REPLACEMENT (#8502)** – Ongoing replacement of fleet vehicles plus additional purchase of concrete repair truck, catch basin cleaner and vacuum and sidewalk maintenance machines.
- 3) **REPAINT CITY BUILDINGS (#0713)** – Painting of unpainted surfaces and repainting of faded and aged surfaces. This will include the painting of all surfaces that have not been painted in the past, but that may benefit from, including ceilings and beams. This will also include repainting of all surfaces that have faded or aged and need to be repainted for ongoing maintenance purposes. It is recommended by Facility Maintenance that enamel paint is used to allow ongoing maintenance of these surfaces to include power-washing.
- 4) **MISCELLANEOUS CONSTRUCTION PROJECTS (#0823)** – This project provides ongoing annual funding for various projects. Projects are evaluated and prioritized based on department needs. Upgrades and replacements of equipment for the Central Plant are scheduled for Fiscal Year 2006-07.
- 5) **IMPROVEMENT OF CITY GATEWAYS (#0701)** – Development and implementation of a master plan to identify and enhance selected entry locations to the City as distinctive gateways. The program will involve landscaping, signage, art installation, lighting, hardscape, architectural treatments and enhancements.
- 6) **INDUSTRIAL AREA EIR & TRAFFIC MITIGATIONS (#0862)** – Provides the EIR and traffic mitigation studies necessary for several anticipated projects in the City's business park (formerly referenced as the industrial area). The cost of these studies will be spread between the final projects.
- 7) **TEN NEW PORTABLE EKG MONITORS/DEFIBILLATORS/AED'S (New)** – Los Angeles County Department of Health Services regulations for 2006 are mandating 12-lead EKG monitoring, pacing capability, and capnography as the new standard of care for pre-hospital advanced cardiac life-support as delivered by paramedics. 12-lead EKGs offer a much more accurate determination of elevated ST myocardial infarction (heart attack) in the field, allowing patients to be accurately field-diagnosed and then sent directly to appropriate cardiac treatment centers, greatly increasing survival and recovery rates.
- 8) **SELF CONTAINED BREATHING APPARATUS (SCBA) INVENTORY REPLACEMENT (New)** – The Fire departments current inventory losses their certification in three year and will need to be replaced. The current SCBAs do not meet NFPA requirements. This CIP will create a funding program to replace the SCBAs.

- 9) **LIBRARY AUDITORIUM RENOVATIONS (#0678)** – Analysis on the ideal usage/layout of this community space has been conducted. Proposals for renovation designs include improvements in acoustics, seating, stage, illumination, etc. Renovations are needed to accommodate the library's expanding cultural programming.
- 10) **TEEN ZONE (New)** – This project will fund the creation of a Teen Zone or Mac Room within the Library to attract Beverly Hills Youth to the Library and to provide stimulating, educational activities for them. The Mac Room will feature multi-media computers with access to educational databases as well as more entertainment-orientated applications.
- 11) **FOOTHILL & THIRD BUILDING (New)** – Construct new office building at the corner of Foothill Road and Third Street to house Cable Television studio and offices. Will also include the Credit Union and leasable tenant space for potential tenants, such as the Maple Counseling Center and related professionals.
- 12) **CIVIC CENTER PLAZA IMPROVEMENTS (#0852)** – This project will provide for an exit from the Police garage onto Civic Center Drive, installation of restrooms in the Civic Center Plaza as well as installation of the tiles.
- 13) **FIRE FACILITY MAINTENANCE & IMPROVEMENT (#0585)** – Maintenance of the Fire Stations 1, 2 & 3 as required by age and usage. Program for Fiscal Year 2006-07 includes the renovation of Fire Station #3 (kitchen upgrade, roof replacement, upgrade bathrooms, carpeting replacement, upgrade racquetball court); and Fire Station #1HVAC upgrades.
- 14) **POLICE FACILITY MAINTENANCE & IMPROVEMENTS (#0610)** – Police facility improvements for Fiscal Year 2006-07 includes design services for third floor of the facility, including jail reconfiguration, development of an Emergency Operations Center, and modifications to the department offices. Construction is planned for Fiscal Year 2007-08. Installation of ballistic rated and explosive resistant windows throughout the perimeter of the Police facility is proposed to be implemented with the 3rd floor (jail reconfiguration) remodel in Fiscal Year 2007-08.
- 15) **CITY HALL MASTER PROJECT (#0851)** – This project encompasses office renovation projects and several maintenance/upgrade related projects. Fiscal Year 2006-07 includes the Lobby (formerly Ground) Floor renovation as a Customer Service Center and general office upgrades. In addition, design services are planned for Fiscal Year 2006-07 to address renovation of First Floor offices (Transportation, Community Services-Recreation & Parks, City Clerk), and Second Floor offices (Administrative Services). Audio-visual upgrades to City Council Chambers are planned for Fiscal Year 2006-07.
- 16) **GENERAL LAND ACQUISITION (#0647)** – Purchase of various properties to support City projects, including Railroad Parcels 12 and 13.
- 17) **PUBLIC WORKS FACILITY IMPROVEMENTS (#0880)** – Projects for Fiscal Year 2006-

07 include office space modifications of the 2nd floor of the Public Works building, development of the exhibition space at the Water Treatment Plant; and security improvements at various water sites.

- 18) **AUTOVU/AUTOFIND PARKING ENHANCEMENT CAMERA SYSTEMS (New)** – Autovu-AutoFind for Parking Enforcement is a mobile camera and positioning software alarm system, which is mounted on an existing fleet vehicle. The on-board system records an event each time a parked vehicle is detected and then captures the vehicle's license plate and physical location. Once this information is captured, the system will electronically mark the vehicle for any subsequent parking violations. Also has the flexibility to conduct on-street parking turn over and occupancy surveys.

- 19) **LIBRARY FACILITIES MAINTENANCE & IMPROVEMENTS (#0838)** – Facility maintenance and improvements are necessary to fulfill the department's goals and objectives to serve the community. Projects for Fiscal Year 2006-07 include the space planning of the interior to update the facility operations; and relocation of the Friends of the Library Bookstore in conjunction with the proposed Library Café. Construction activities are planned in a phased program for Fiscal Year 2007-08 and 2008-09..

- 20) **SCHOOL DISTRICT ARTIFICIAL TURF MATCHING FUNDS (NEW)** – Beverly Hills Unified School District (BHUSD) has requested funding assistance and a loan for the installation of synthetic turf for the High School main football/sports fields. The synthetic turf will replace existing turf grass which has proven to be difficult to maintain due to limited landscape maintenance budget and higher than normal use of this field space by the High School and the community via the Joint Powers Agreement (JPA). The BHUSD will be fully responsible for regular maintenance of the synthetic turf field and posting of appropriate use signage adjacent to the field and at boundary fence areas of the High School field.

STREET & HIGHWAY STATE GAS FUND (12)

- 1) **PAVEMENT MASTER PLAN (#0554)** – State requirements for various funding sources, consistent with Streets and Highways Code Section 2108.1, requires a Pavement Management System to be updated every two years which provides prioritization for streets to be repaired.

- 2) **STREET RESURFACING (#0195)** – Cold plane adjacent to existing gutters, and/or reconstruct street between gutter edges. Prioritization of street rehabilitation will be based on the pavement management system.

PARK & RECREATION FACILITIES FUND (16)

- 1) **PARK FACILITIES MAINTENANCE & IMPROVEMENTS (#0315)** – This is a project for the maintenance and ongoing improvements to the various park facilities and structures throughout the City. Projects include tile restoration of the Wilshire/Santa Monica fountain, design services for the remaining blocks at Beverly Gardens (irrigation upgrades, fountain restoration, arbor structure replacement); and restoration of Amaz mini-park, converting decomposed granite walkways to pavers at Will Rogers Park, Civic Center irrigation and drainage upgrades.
- 2) **REPLACE STREET TREES (#0089)** – Removal and replacement of trees per street tree master plan due to decline or damage to existing trees.
- 3) **GREYSTONE PARK IMPROVEMENTS (#0442)** – Ongoing restoration and preservation projects include 1) engineering design services for the infrastructure improvements in the Mansion; 2) design services for the renovation of the Fire House structure; 3) upgrades to the Pool House interiors following waterproofing repairs; and 4) design services for the site improvements – phase III.
- 4) **COMMUNITY RECREATION CENTER (#0881)** – Development of a community recreation facility; Fiscal Year 2006-07 includes the architectural and engineering consultant fees. Fiscal Year 2008-09 includes estimated (pre-design) construction costs.
- 5) **PARK FACILITIES RENOVATION PROJECTS (New)** – Various park improvements City-wide.
- 6) **TENNIS COURTS & SITE ENHANCEMENTS (#0483)** – Court resurfacing, fence replacement, windscreen replacement, site amenities and minor refurbishment and enhancements of tennis courts at Roxbury and La Cienega tennis centers. Includes resurfacing of Roxbury basketball courts and site amenities.

INFORMATION TECHNOLOGY FUND (41)

- 1) **RADIO INFRASTRUCTURE IMPROVEMENTS (SAFETY/NON-SAFETY) (#0859)** – This project provides for the incorporation of all non-Public Safety Departments into the larger Radio Infrastructure Improvement Project.

- 2) **SECURITY SYSTEMS UPGRADES (CITY HALL, POLICE, LIBRARY & IT) (#0781)** – Phased program to update City security systems, including replacement of the card access control system and security video of City buildings. Fiscal Year 2005-06 included the replacement of the City Hall access system with the basic infrastructure for future projects. Replacement of the access control at the Police Facility, Library and IT are scheduled for Fiscal Year 2006-07. Also included in Fiscal Year 2006-07 is the development of a perimeter video security system to monitor the Civic Center campus.
- 3) **SINKING FUND COMPUTER REPLACEMENT (#0329)** – Normal replacement and upgrades of computer systems and software.
- 4) **BUILDING WIRING UPGRADE (New)** – Provides for the upgrade to the network cabling plant in the Police Facility, Fire Headquarters and the Library Complex. This upgrade will replace the existing category 3 (cat3) cabling plant to category6 (cat6) wiring. Future phases of this project will address the cabling needs of the remote facilities, including the Fire Stations and Parks buildings.
- 5) **MUNICIPAL AREA NETWORK (SOUTH PHASE) (#0883)** – Development and construction of a municipal area fiber channel network. This will minimize the project costs of the conduit and cable runs being installed as part of the City's street lighting and parking structure upgrade projects.
- 6) **TELEPHONE SYSTEM CONSULTANT (#0856)** – Telephone consultant to perform a needs assessment in addition to upgrading and replacing current telephone system.
- 7) **eGOV INITIATIVE (New)** – Provides for a web-based portal for the public to more efficiently interact with the City staff and services. This effort will centralize all of the current eGov services into a single portal, and will create a whole host of new online services. As envisioned, the public will be able to apply for building and parking permits, make payments, request services, ask questions, request public records, etc.
- 8) **DOCUMENT IMAGING BACKLOG (New)** – The Document Management Backlog Program provides resources for the physical conversion of historical documents (original papers and microfiche) to digital archives. This will include historical data from City Clerk, Police and Fire, Building and Safety, Planning, etc. and is in line with standard archiving procedures being adopted at all levels of government, federal state and municipal.
- 9) **EOC OPERATIONS ENHANCEMENT (New)** – The EOC Software enhancement Project provides for the implementation of an enterprise EOC operations software application. This application will provide decision support to EOC staff during an activation. Additionally, the application will enable seamless tracking of requests made to the EOC from Public Safety, the DOCs and other external agencies. These systems will replace the cumbersome and inefficient paper-based systems currently in use. It is anticipated that the software will integrate displays of 911 calls for services, and everyday operations software like the OBC as well as Los Angeles County EOC software.

- 10) **ENTERPRISE RESOURCE PLANNING (New)** – ERP systems are software systems that are used for operational planning and administration and for optimizing internal business processes. Enterprise Resource Planning (software) is software used by companies to plan and manage the basic commercial functions of their business such as budgeting, accounting, human resources, business operations, etc. ERPs may be thought of as an integrated system covering Financial and Operations Management applications.
- 11) **SMART CITY MASTER PLAN (New)** – The smart city concept may be characterized as a Council policy that offers direction to all City Departments to ensure that new development utilizes best practices from a technological standpoint such as “smart” streetlights and traffic signals, state-of-the-art wired and wireless networks, “smart” parking meters and “smart” video surveillance systems among other applications.
- 12) **UPGRADE PARKING REVENUE CONTROL SYSTEM (#0785)** – Upgrade capabilities of monthly key card and parking control system which will provide better record keeping, revenue controls and supports validated parking program.
- 13) **INTERNAL ADMINISTRATION ENHANCEMENTS (New)** – This project will include the following security components: Firewall, Intrusion Prevention Systems, Vulnerability Assessments, Gateway Antivirus, Content filtering, All-In-One Appliances, Next Generation Firewalls and In-the-Cloud Security Systems among other applications. Deep inspection components are critical to protecting the City’s networking/database infrastructure.
- 14) **PUBLIC SAFETY CAD/RMS SYSTEM (New)** – The CAD/RMS project provides for the major upgrade of the Public Safety CAD/RMS system. This upgrade will migrate the CAD/RMS system off the end-of-life hardware onto a more supportable platform. Also, the upgrade will bring the software up to current release levels. It is anticipated that this comprehensive upgrade will take three years to complete. This first year dollars represent a thorough needs analysis and development of a fixed cost proposal.
- 15) **MUNICIPAL WI-FI DEPLOYMENT (New)** – The Municipal Wi-Fi Project will provide for the expansion of the City’s Wi-Fi network from the immediate campus area to include major sections of the City. Initially, this wireless network will support the internal City operations including Police and Fire, Field Inspectors, EOC operations and other mobile Staff. Based on policy direction, the network could be made available to the public as a municipal service or as a potential revenue source. Development of a wireless network represents a critical path item for the City’s planned security camera project.
- 16) **PUBLIC WORKS ASSET MANAGEMENT SYSTEM (New)** – This system includes the following modules: Executive Reporting, Work Management, Plant (Facilities) Management, Street Management, Stormwater Management, Warehouse Management, Wastewater Management, Water Management, GIS Interface and Mobile solution.

- 17) **COMMUNITY VIDEO SECURITY (New)** – The Community Video Security Project provides for the design, engineering, installation and management of a video network that will cover public spaces in the business districts, critical infrastructure such as reservoirs, public safety facilities and City hall perimeter security.

CABLE /TV FUND (42)

- 1) **VIDEO CONTROL REPLACEMENT (#85050)** – Project involves design, installation and replacement of City Hall video control room equipment, wiring and connections. Equipment includes camera mounts, control units, video server for recording and playback.

WATER ENTERPRISE FUND (80)

- 1) **WATER TREATMENT PLANT BUYOFF (#0795)** – The City has the opportunity during Fiscal Year 2008-09 to purchase the Public Works facility and Water Treatment Plant from Earth Tech for \$18,000,000.
- 2) **LAND ACQUISITION – FOOTHILL (New)** – The City seeks to acquire 347-351 Foothill Road and a portion of 400 Foothill Road in order to expand the Public Works yard, construct a warehouse and shop building with appropriate proximity to the Water Treatment Plant and Public Works Building and to provide adequate vehicular circulation around the existing building.
- 3) **IRRIGATION UPGRADES (#0602)** – Renovation of antiquated irrigation system within the park division.
- 4) **ANNUAL INFRASTRUCTURE MAINTENANCE (#0633)** – This project provides for annual maintenance and upgrade of such items as alley resurfacing, minor asphalt repairs to gutters, sidewalks and curbs, catch basin repair and refurbishment and replacement of water meter boxes.
- 5) **REPLACE COLDWATER CANYON RESERVOIR (#0576)** – Replaces the existing Coldwater Canyon Reservoir with a larger reservoir with almost an additional one million gallons of storage. In addition, this project will restore and enhance the previous park space above the reservoir. (Replaces existing program with proposed program.)

- 6) **REPLACE WATER MAINS & HYDRANTS (#0387)** – Replace and/or rehabilitate undersized, deteriorated or old water mains and upgrade the fire hydrant system according to the Water System Master Plan dated May 2002 and records of excessive maintenance.
- 7) **RESERVOIR MAINTENANCE (#0796)** – The City utilizes reservoirs to store portable water. The projects within this CIP include seismic retrofit, lead paint removal, water quality monitoring equipment and water quality structural features. These steel tanks were originally built in the 1950s and 1960s. In addition, aesthetic enhancements are included. (Replace existing program with the proposed program.)
- 8) **WATER FACILITY IMPROVEMENTS (#0880)** – Development of exhibition space for the water treatment plant that will provide information on the plant treatment process and general conservation programs.
- 9) **GREYSTONE RESERVOIR PROJECT (New)** – Establishes fund to set aside capital to repair or replace portions of the entirety of Greystone Reservoir. This reservoir is the largest in the City and also has one side of the reservoir classified as a state dam.
- 10) **PUBLIC WORKS ASSET MANAGEMENT SYSTEM (New)** – Acquisition and implementation of a comprehensive asset management system to effectively manage and maintain the City’s public infrastructure.

PARKING ENTERPRISE FUND (81)

- 1) **DEVELOP D SURFACE PARKING LOT (#0846)** – Replacement of existing surface parking lot and construction of 86,000 square feet of commercial and extra public parking. This phase of the project provides funding for tenant improvements and commission payments for location of prime tenant.
- 2) **DEVELOP T SURFACE PARKING LOT (#0849)** – T-lot development proposal is for coordinated development with adjacent property owner for subterranean parking and public gardens and a garden building.
- 3) **REPAINT PARKING FACILITIES (#0713)** – Repainting of City structures.
- 4) **9400 SANTA MONICA DEVELOPMENT (New)** – Funds to be used for evaluation and joint development opportunities with the adjacent property owner.
- 5) **400 NORTH CRESCENT PARKING GARAGE (New)** – Construction of a new parking garage to serve business triangle customers and for use by visitors to the Beverly Hills Cultural Center.

- 6) **UPGRADE PARKING REVENUE CONTROL SYSTEM (#0785)** – This project was established to upgrade the Parking Access and Revenue Control Systems (PARCS) that operate the City-owned parking facilities. This request for expansion will cover the addition of Variable Message Signs (VMS), and operations center, entry/exit roll-up doors and a level count system for the 438 North Beverly Drive parking facility. VMS will be installed at the entry way of each parking facility. An operations center will be created at a remote location (TBD) that will allow staff to monitor and control parking equipment at all locations. Entry/exit grills are the heavy duty gates that are used to close and secure the facilities overnight.
- 7) **PARKING FACILITY UPGRADES (New)** – Upgrading of City parking facilities to include condition analysis, public art, replacement of trash receptacles, placement of convenience furniture, business directories and the addition and replacement of lighting.
- 8) **PUBLIC WORKS ASSET MANAGEMENT SYSTEM** – See Funds 08, 80, 84 and 85.

WASTE WATER ENTERPRISE FUND (84)

- 1) **REPAIRS TO SEWER SYSTEM (#0066)** – Repair and rehabilitation of the sanitary sewer conveyance system with the City of Beverly Hills. This project includes replacement of deteriorated sewers, relining of existing sewers and sanitary sewer manhole rehabilitation. These improvements are consistent with the Master Plan of Sewers dated June of 1997. (Replaces existing program with the proposed program.)
- 2) **HYPERION PLANT (#0197)** – Annual capital component of Hyperion Wastewater Treatment Plant charges.
- 3) **PUBLIC WORKS ASSET MANAGEMENT SYSTEM** – See Funds 08, 80, 84 and 85.

STORMWATER ENTERPRISE FUND (85)

- 1) **ANNUAL MAINTENANCE (#0633)** – See Funds 06, 45 and 80.
- 2) **STORM DRAIN & COMPLIANCE WITH TOTAL MAXIMUM DAILY LOADS (#0553)** – Rehabilitate and replace deteriorating or undersized City-owned storm drains and implement structural recommendations to achieve the total maximum daily loads as defined by the Los Angeles Regional Water Quality Control Board.
- 3) **PUBLIC WORKS ASSET MANAGEMENT SYSTEM** – See Funds 08, 80, 81 and 84.

City of Beverly Hills



Budget Enhancements



Budget Enhancement Summary Above the Line/Below the Line

POLICY AND MANAGEMENT (01)

Fund	Priority	Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
ABOVE THE LINE					
<u>Position Requests</u>					
48	6	Staff Assistant for Emergency Mgmt. (new)	\$81,970		\$0
<u>Non-Position Requests</u>					
48	1	Miscellaneous Disaster Supplies	\$49,000		\$49,000
48	2	Federal and State Lobbying	\$70,000		\$70,000
48	3	Westside COG	\$30,000		\$15,000
48	4	Cots and Blankets	\$17,000		\$17,000
48	5	Dehydrated Food Packs	\$12,000		\$12,000
			\$178,000	\$0	\$163,000

BELOW THE LINE

<u>Position Requests</u>					
48	6	Staff Assistant for Emergency Mgmt. (new)	\$81,970	\$0	\$0
			\$81,970	\$0	\$0

Budget Enhancement Summary Above the Line/Below the Line

CITY CLERK (07)

Fund	Priority	Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
ABOVE THE LINE					
<u>Position Requests</u>					
01	04	Part Time for Election	\$20,000		\$20,000
<u>Non-Position Requests</u>					
01	01	Election	\$93,746	\$20,000	\$73,746
01	02	Advertising	\$70,000	\$0	\$70,000
			\$163,746	\$20,000	\$143,746
BELOW THE LINE					
<u>Position Requests</u>					
01	03	Admin Clerk II (Reclass)	\$62,320	\$0	\$0
			\$62,320	\$0	\$0

Budget Enhancement Summary

Above the Line/Below the Line

ADMINISTRATIVE SERVICES (11)

Fund	Priority	Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset By	Net Request
ABOVE THE LINE					
Position Requests					
48	4	Training Coordinator	\$50,000		\$50,000
			\$50,000	\$0	\$50,000
Non position Requests					
48	3	Cost Analysis Study	\$200,000		\$100,000
48	6	Property Appraisals	\$50,000		10,000
48	5	Audit Consultants	\$100,000		25,000
45	2	Liability Insurance	\$268,579		268,579
46	1	Workers' Compensation	\$192,939		192,939
			\$811,518	\$0	\$596,518

Budget Enhancement Summary Above the Line/Below the Line

POLICE DEPARTMENT (17)

Fund	Priority		Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
ABOVE THE LINE						
Position Requests						
01	1	Senior Jailer (reclassify to Jail Supervisor)	R	\$9,363	\$9,363	\$0
01	2	Secretary (reclassify to Admin. Secretary)	R	\$4,601	\$4,601	\$0
01	3	Administrative Clerk II (reclassify to Secretary)	R	\$3,606	\$3,606	\$0
01	5	Communications and I.D. Bureau Manager	R	\$102,862	\$102,862	\$0
01	6	Records Manager (reclassify to Records & Jail Mgr)	R	\$14,046	\$14,046	\$0
01	7	Police-Civilian Rangemaster	R	\$9,844		\$0
01	9	Personnel and Training Specialist (PT to full-time)	R	\$18,238		\$0
				\$134,478	\$134,478	\$0
Non-Position Requests						
01	1	Increase training budget	R	\$50,000		\$25,000
01	2	Refilling mining lead at PD range	1X	\$14,600		\$0
01	3	Funding for DNA analysis	R	\$7,500		\$7,500
01	4	Funding for commercial enforcement vehicle	1X	\$40,000	TBD	\$0
01	6	Funding for Narcotic-Detection-K-9	R	\$33,000		\$0
01	7	Fuel cost for LA Impact, K-9, PD veh off-site	R	\$7,800		\$4,500
01	8	Cabinetry for BHPOA	1X	\$5,723		\$0
01	9	Noise suppressors for AR-15 rifles	1X	\$28,000		\$28,000
01	11	Night vision rifle optics	1X	\$43,000		\$43,000
01	13	10 expansions for Photo Red Light Program	1X	\$648,000	\$648,000	\$0
01	14	Create revenue account for Photo Red Light	1X	\$0		\$0
				\$844,623	\$648,000	\$108,000

Budget Enhancement Summary Above the Line/Below the Line

POLICE DEPARTMENT (17)

Fund	Priority	Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
BELOW THE LINE					
<u>Position Requests</u>					
01	4	Police Cadet	\$41,413		\$0
01	8	Facilities Administrator (from SH to full time)	\$17,684		\$0
01	10	Accident Investigators Upgrade, 5.5% to 8.25%	\$5,916		\$0
			<u>\$65,013</u>	<u>\$0</u>	<u>\$0</u>
<u>Non-Position Requests</u>					
01	5	Overtime for Police Explorer Program	\$41,000		\$0
01	10	Sniper rifle for SWAT	\$7,200		\$0
01	12	Miscellaneous tactical equipment	\$27,000		\$0
			<u>\$75,200</u>	<u>\$0</u>	<u>\$0</u>

Budget Enhancement Summary Above the Line/Below the Line

FIRE DEPARTMENT (20)

Fund	Priority		Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
ABOVE THE LINE						
<u>Position Requests</u>						
01	2	EMS Coordinator (Increase Budgeted Salary)	R	\$19,982	\$19,982	\$0
01	4	Assistant Fire Chief (New-offset by deleted Engineer \$156,133)	R	\$233,509	\$77,376	\$0
01	6	Assistant Fire Marshal (New-offset by deleted Fire Fighter \$117,656)	R	\$167,638	\$49,982	\$0
01	7	Training Officer (Fire Captain to Battalion Chief Reclassification)	R	\$26,877	\$26,877	\$0
01	8	Plan Check Inspector	R	\$106,445	\$106,445	\$0
01	9	Civilian Inspector (New)	R	\$85,870	\$85,870	\$0
01	40	Civilian Inspector (New)	R	\$85,870		\$0
01	25	Admin-Clerk-II (New)	R	\$60,032		\$0
				<u>\$640,321</u>	<u>\$366,532</u>	<u>\$0</u>
<u>Non-Position Requests</u>						
01	1	12-Lead Electrocardiogram (EKG)	1X	\$225,000	\$225,000	\$0
01	3	Initiate funding program for SCBAs	1X	\$195,000	\$195,000	\$0
01	11	Re-appropriation of \$456,000 to FD Overtime Budget	R	\$456,000		\$370,000
01	42	Flex-Benefits-	R	\$124,000		\$0
01	13	Maintenance of Automatic External Defibrillators (AEDs)	R	\$47,935		\$47,935
01	14	Departmental Training	R	\$35,000		\$0

Budget Enhancement Summary Above the Line/Below the Line

FIRE DEPARTMENT (20)

Fund	Priority	Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
01	16	1X	\$17,500		\$17,500
01	17	1X	\$5,000		\$0
01	18	1X	\$7,000		\$0
01	19	R			\$0
01	22	1X	\$31,000		\$0
01	23	1X	\$12,000		\$0
04	26	1X	\$14,000		\$0
01	27	R	\$35,000		\$35,000
01	28	1X	\$7,000		\$7,000
01	29	1X	\$8,000		\$8,000
04	30	1X	\$5,500		\$0
01	31	1X	\$10,000		\$10,000
01	32	R	\$6,000		\$6,000
01	33	R	\$4,000		\$4,000
01	35	1X	\$12,000		\$12,000
			<u>\$1,023,435</u>	<u>\$420,000</u>	<u>\$517,435</u>

BELOW THE LINE

Position Requests

01	5	R	\$11,748		\$0
01	20	R	\$40,000		\$0
			<u>\$51,748</u>	<u>\$0</u>	<u>\$0</u>

Budget Enhancement Summary Above the Line/Below the Line

COMMUNITY DEVELOPMENT (27)

Fund	Priority		Recurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
ABOVE THE LINE						
<u>Position Requests</u>						
01	01	Associate Planner (Reclassification, 3 positions	R	\$69,766	\$64,198	\$5,568
01	02	Secretary (1 position)	R	\$43,592	\$43,592	\$0
01	03	Bldg & Housing Inspection Mngr	R	\$7,743		\$0
01	03	Senior Building Inspector II	R	\$2,904		\$0
01	03	Supervising Housing Inspector	R	\$35,731		\$0
01	03	Bldg & Safety Housing Insp I	R	\$63,103		\$0
01	03	Administrative Clerk II-Housing Inspection	R	\$39,858		\$0
				\$262,697	\$107,790	\$5,568
<u>Non-Position Requests</u>						
01	03	Housing Inspection Program	R	\$4,461		\$0
01	04	Current Planning Consultant Fees	1X	\$147,000		\$92,000
01	05	Seismic Hazard Mitigation Program	1X	\$100,000		\$0
01	06	ADA Signage	1X	\$50,000	\$50,000	\$0
01	07	LA City Animal Control Contract	R	\$100,000		\$37,500
01	08	Dog License Program	R	\$20,000	\$20,000	\$0
				\$421,461	\$70,000	\$129,500

* Water Conserving Landscape to Water Enterprise \$25K

BELOW THE LINE

<u>Non-Position Requests</u>						
01	02	Advance Planning Operating Cost Upgrade	R	\$7,781	\$0	\$0
				\$7,781	\$0	\$0

Budget Enhancement Summary Above the Line/Below the Line

INFORMATION TECHNOLOGY (31)

Fund	Priority	Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
ABOVE THE LINE					
<u>Position Requests</u>					
41	1	R	\$106,554	\$106,554	\$0
41	1	R	\$106,554	\$106,554	\$0
41	2	R	\$91,219		\$91,219
41	3	R	\$5,604		\$0
42	4	R	\$4,542		\$0
43	6	R	\$19,341		\$0
43	7	R	\$3,004		\$0
42	8	R	\$23,420	\$23,420	\$0
42	9	R	\$24,830	\$24,830	\$0
43	10	R	\$5,521		\$0
41	11	R	\$1,383		\$0
41	11	R	\$5,366		\$0
			<u>\$397,338</u>	<u>\$261,358</u>	<u>\$91,219</u>
<u>Non-Position Requests</u>					
43		R	\$341,833		\$341,833
41		R	\$125,000	\$0	\$125,000
			<u>\$466,833</u>	<u>\$0</u>	<u>\$466,833</u>

Budget Enhancement Summary Above the Line/Below the Line

INFORMATION TECHNOLOGY (31)

Fund	Priority	Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
BELOW THE LINE					
<u>Position Requests</u>					
41	5	Various Dependent on IT Audit Outcome	\$70,000		\$0
41	12	Telecommunications Engineer	\$84,471	\$0	\$0
			\$154,471	\$0	\$0

Budget Enhancement Summary Above the Line/Below the Line

PUBLIC WORKS DEPARTMENT (35)

Fund	Priority	Recurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
ABOVE THE LINE					
Position Requests					
01	1	Parking Meter Technician (New)	\$68,402	\$68,374	\$0
01	N/A	Customer Service Representative	\$64,211	\$59,880	\$4,331
01	0	Revenue Collector	\$56,341		\$56,341
01	0	Transportation Operations Manager (Promotion)	\$16,358		\$0
01	0	Transportation Coordinator (Reclass)	\$4,191		\$0
01	N/A	Revenue Collector - (lost position by an error)	\$56,342		\$56,342
01	0	Transportation Planner (50% of total cost)	\$44,819		\$0
			\$265,845	\$128,254	\$117,014
08	1	Contract Administrative Assistant (New)	\$64,332		\$0
08	2	Contract Administrative Technician (NEW)	\$71,770		\$71,770
08	3	Meeting Attendant (New)	\$51,162		\$0
08	4	Project Architect - Engineer (New)	\$116,305		\$0
08	4	Building Maintenance Mechanic (6 - NEW)	\$367,681		\$250,000
08	6	General Repair Worker(3 -New)	\$175,558		\$0
08	7	Project Architect - Engineer (New)	\$116,305		\$0
08	N/A	Project Manager	\$143,931		\$143,931
08	0	Project Administrator (2 reclass)	\$135,043	\$124,453	\$10,590
			\$1,242,088	\$124,453	\$476,291

Budget Enhancement Summary Above the Line/Below the Line

PUBLIC WORKS DEPARTMENT (35)

Fund	Priority	Recurring (R)/One-time (1X)	Expense	Total Amount Requested	Offset by	Net Request
80	N/A	R	Water Operations Manager (New)	\$94,574		\$94,574
80	N/A	R	Water Quality Specialist (New)	\$89,639	\$98,336	-\$8,697
				<u>\$184,213</u>	<u>\$98,336</u>	<u>\$85,877</u>
81	1	R	Parking Supervisor (New)	\$68,401		\$0
81	2	R	Senior Parking Attendant (4 - New)	\$207,334		\$0
81	N/A	R	Director of Parking Operations (New) (85% to Parking Fund; 15% to General Fund)	\$137,548		\$137,548
81	0	R	Parking Supervisor (2-Reclass)	\$11,098		\$11,098
				<u>\$424,381</u>	<u>\$0</u>	<u>\$148,646</u>
48	1	R	Office Manager-formerly Administrative Services	\$94,311	\$0	\$0
48	N/A	R	Deputy Director of Public Works/City Engineer (Promotion)	\$169,146	\$137,674	\$31,472
48	0	R	Accounting Technician (3- Reclass)	\$16,806		\$0
48	0	R	Secretary (Reclass)	\$4,331		\$4,331
48	0	R	Supervising Public Works Inspector (New)	\$93,372	\$85,278	\$8,094
48	0	R	Public Works Inspector II (3 reclass)	\$14,751		\$14,751
				<u>\$392,717</u>	<u>\$222,952</u>	<u>\$58,648</u>

Budget Enhancement Summary Above the Line/Below the Line

PUBLIC WORKS DEPARTMENT (35)

Fund	Priority	Recurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
83 & 85	1	Solid Waste and Stormwater Oper Supv (other)	\$5,594		\$0
			\$5,594	\$0	\$0
30- & 34	1	Transportation Planner (Reclass)	\$44,818		\$0
			\$44,818	\$0	\$0

Non-Position Requests

08	1	Building & Construction Supplies - Asphalt	\$42,000		\$42,000
01	2	Small equipment (Radix)	\$26,000		\$26,000
01	4	Seasonal/Hourly Part Time	\$32,500		\$0
01	5	Bicycle Supplies	\$10,000		\$0
01	8	Building & Construction Supplies - Concrete Mix	\$17,500		\$0
01	9	Telephone/Communication (Parking Meter Supv	\$1,000		\$500
01	14	General Equipment (Meter decals Replacement)	\$3,250	\$3,250	\$0
01	15	Rental (handheld devices)	\$5,500	\$5,500	\$0
			\$137,750	\$8,750	\$68,500
48	1	Office Supplies	\$375		\$375
48	2	Books and Publication	\$1,500		\$1,500
48	3	Training	\$500		\$500
48	4	Printing Supplies	\$1,000		\$1,000
			\$3,375	\$0	\$3,375

Budget Enhancement Summary Above the Line/Below the Line

PUBLIC WORKS DEPARTMENT (35)

Fund	Priority	Recurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
08	1	Auto Petroleum Products	\$133,000		\$133,000
08	2	Professional, Consultant and Special Services	\$35,000		\$0
08	3	Interior Paint/General Contracting Services	\$130,000		\$130,000
			\$298,000	\$0	\$263,000
			\$298,000		\$263,000
80	1	Regulatory Fines	\$300,000		\$126,000
			\$300,000	\$0	\$126,000
81	1	Maintenance & Repair	\$101,649		\$101,649
			\$101,649	\$0	\$101,649
83	1	Alley Maintenance	\$185,000		\$185,000
			\$185,000	\$0	\$185,000
84	1	General Contractor (Hyperion)	\$312,268		\$312,268
			\$312,268	\$0	\$312,268

Budget Enhancement Summary Above the Line/Below the Line

PUBLIC WORKS DEPARTMENT (35)

Fund	Priority	Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
BELOW THE LINE					
<u>Position Requests</u>					
01	2	Management Analyst (New)	\$91,219		\$0
48	0	Staff Assistant (Reclass)	\$2,040		\$0
			\$93,259	\$0	\$0
<u>Non-Position Requests</u>					
01	3	Office Supplies	\$1,125		\$0
01	6	Printing Supplies	\$3,000		\$0
01	7	Professional, Consultant, and Special Services	\$10,000		\$0
01	10	Memberships & Dues	\$600		\$0
01	11	Training (Engineering Div)	\$1,500		\$0
01	12	Training (Maintenance Div)	\$3,000		\$0
01	13	Training (Parking Div)	\$3,000		\$0
08	4	Building & Construction Supplies - Facility Team	\$45,000		\$0
08	5	Office Furnishings	\$46,000		\$0
81	2	Training - Parking Attendants	\$10,608		\$0
			\$123,833	\$0	\$0

Budget Enhancement Summary Above the Line/Below the Line

COMMUNITY SERVICES (40)

Fund	Priority	Reoccurring (R)/One-time (1X) Expense	Total Amount Requested	Offset by	Net Request
ABOVE THE LINE					
<u>Position Requests</u>					
01		R	\$85,947	\$83,447	\$0
01		R	\$35,642	\$35,642	\$0
01		R	\$15,043	\$15,043	\$0
01		R	\$16,635	\$16,635	\$0
01		R	\$91,219		\$91,219
01	3	R	\$62,915		\$62,915
01	5	R	\$21,913	\$21,913	\$0
01	9	R	\$16,765	\$16,765	\$0
			\$346,079	\$189,445	\$154,134
<u>Non-Position Requests</u>					
01		1X	\$2,500	\$7,500	-\$5,000
01		R	\$35,000	\$35,000	\$0
01		R	\$290,000	\$290,000	\$0
01		1X	\$8,871	\$8,871	\$0
01	2	1X	\$14,000		\$0
01	3	1X	\$35,000		\$0
01	5	R	\$55,000		\$40,000
01	13	R	\$10,000		\$10,000
01	15	1X	\$22,495		\$22,495
01	16	1X	\$6,500	\$6,500	\$0
01	20	1X	\$11,500		\$0
01	21	1X	\$3,000		\$0
			\$491,366	\$340,371	\$72,495

City of Beverly Hills



Agenda Report and Adopted Budget Resolutions





AGENDA REPORT

Meeting Date: June 12, 2006
Item Number: E-1A
To: Honorable Mayor & City Council
From: Cindy Aller-Sterling, Director of Management Services
Subject: **RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS APPROVING THE OPERATING BUDGET AND FINANCIAL POLICIES FOR THE 2006/2007 FISCAL YEAR AND APPROPRIATING FUNDS THEREFORE; AND,**

RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS APPROVING THE CAPITAL IMPROVEMENT PROJECTS BUDGET FOR THE 2006/2007 FISCAL YEAR AND APPROPRIATING FUNDS THEREFORE;

RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2006/2007; AND,

RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS AMENDING THE COMPENSATION PLAN FOR EXECUTIVE EMPLOYEES

Attachments:

1. Resolution Adopting the Operating Budget and Financial Policies
2. Resolution Adopting the Capital Improvement Projects Budget
3. Resolution Adopting the Annual Appropriations Limit
4. Resolution Revising Compensation Plan for Executive Employees in Regards to Fire Department Reorganization of July 1, 2006.

RECOMMENDATION

It is recommended that the City Council adopt the resolutions approving the Operating Budget (including the Enterprise Funds), Capital Improvement Program Budget, Annual Appropriations Limit, the annual financial policies, the City Manager's authority regarding wages, and appropriate funds for Fiscal Year 2006/2007.

INTRODUCTION**Operating and Capital Budgets**

The City Council is required to approve the appropriation of public funds to provide necessary services to the community. Approval is requested for Fiscal Year (FY) 2006/2007 new appropriations not to exceed \$426,268,671 as follows:

	<u>Operating</u>	<u>Capital Improvement Projects</u>
General Fund	\$ 146,688,095	\$ -
Capital Improvement Fund	-	12,913,992
Enterprise Funds		
Water Enterprise	24,556,974	33,385,000
Wastewater Enterprise	8,048,953	5,240,000
Solid Waste Enterprise	13,109,486	250,000
Stormwater Enterprise	2,420,224	140,000
Parking Enterprise	16,594,154	37,709,805
Enterprise Fund Total	\$ 64,729,791	\$ 76,724,805
Internal Service Funds		
Capital Assets Fund	\$ 29,060,799	\$ 30,440,000
Information Technology	8,583,323	9,675,000
Reprographics	1,982,977	-
Cable TV	1,225,326	250,000
Policy Administration & Legal	22,841,600	-
Liability Insurance	4,986,368	200,000
Workers' Compensation	4,045,413	-
Unemployment Insurance	42,282	-
Internal Service Fund Total	\$ 72,768,089	\$ 40,565,000
Special Revenue/Other Funds		
Proposition A Local Transit	\$ 863,301	\$ -
Proposition C Local Transit	494,306	-
HCDCA Grant Funding	256,946	-
State Gas Tax Fund	6,000	850,000
In Lieu Parking	1,000,000	-
Fine Art Fund	-	-
Park & Recreation Facilities	-	4,275,000
Inmate Welfare Fund	668	-
Law Enforcement Grant	151,456	-
1998 Lease Revenue	1,790,822	-
Investments in General Fixed Assets	2,165,653	-
1998 General Long Term Debt	24,747	-
Total Special Revenue/Other Funds	\$ 6,753,899	\$ 5,125,000
Total All Funds	\$ 290,939,874	\$ 135,328,797

DISCUSSION

The City's operating and capital improvement program costs are budgeted among several funds. Funds are used in governmental accounting to represent and relate the purpose of expenditures to the revenue collected for specific activities.

The City's major funds include the General Fund (for most day-to-day operations), Enterprise Funds (for parking, water and waste disposal activities), Internal Service Funds (for vehicle and facilities maintenance, information technology, reprographic services, policy administration and legal, cable television, liability insurance, unemployment insurance, and workers compensation), and Special Revenue/Other Funds (for miscellaneous grants and special revenue sources which have separate accounting requirements).

Operations within Enterprise Funds generally raise revenue beyond the direct cost of providing the service and, in turn, operate as a business. As such, revenues generated by departments within Enterprise Funds are returned to the fund as reserves for future year (generally, capital) projects. Departments within Internal Service Funds provide services to other City departments, and any costs are completely allocated among City departments. City services and operations which do not generate revenue as a business or recover their costs through allocations are included under the General Fund.

The City prepares annually a five-year projection of its capital improvement requirements. The Capital Improvement Program (CIP) budget is adopted as a preliminary spending plan, identifying priorities and likely timing of expenditures. Review of potential future project costs also allows the City to choose between competing priorities.

Adoption of a CIP budget allows the City to anticipate further needs for capital funds. This, in turn, allows investigation and discussion of alternate sources of funding for such projects. Such early awareness of pending needs allows the City to better balance its limited funds between longer-term (capital) and short-term (operation) needs, reducing the potential for surprises.

Annual Appropriations Limit

Article XIII B of the California Constitution, commonly known as the Gann Initiative, specifies that appropriations from the proceeds of taxes received by governmental entities may increase annually as follows: 1) by the calendar year change in City or County population, and 2) by the fiscal year change in California per capita personal income, or the change in non-residential assessed valuation in Beverly Hills.

The legislation also provides cities with the opportunity to annually choose the calculation factors which maximize or result in the highest appropriations limit. For example, to reflect the highest appropriations limit possible, a city could select the change in city population and per capita personal income one year, and select the change in county population and non-residential assessed valuation the following year.

The City Council is required to adopt the adjustment factors used by recorded vote.

The City's appropriations subject to limit for the base year 1978/79 were \$30,633,158, as calculated on Schedule A attached to the accompanying resolution.

Using information provided by the State's Department of Finance on the change in California per capita personal income with change in Los Angeles County population, the City's appropriations limit for the Fiscal Year 2006/2007 is \$154,861,838 (see Schedule B). This represents the upper limit on expenditures from proceeds of taxes, as defined in the legislation.

As shown on Schedule C, the City is projected to continue to be below the appropriations limit margin through Fiscal Year 2006/2007 by approximately \$40.1 million. This would allow substantial flexibility to increase expenditure of tax-derived revenues, should such revenue increases occur, without the necessity of an election to adjust the Gann limitation.

To accommodate the July 1, 2006 reorganization in the Fire Department, attached for the Council's consideration is a resolution amending the compensation plan for executive employees. The resolution revises the list of positions that are covered by adding the Assistant Fire Chief position and increasing the City Manager's authority in setting maximum salary ranges per month to not more than 2% below the City Manager's base monthly salary. Any other changes to the plan will be brought to the Council during the plans regular annual review at a future council meeting in July or August.

FISCAL IMPACT

General Fund

Approval is requested for FY 2006/2007 new **appropriations** not to exceed \$146,688,095 in the General Fund for the purpose of carrying on the business of the City as follows:

Operations	\$ 128,773,917
Community Support & Tourism	12,206,487
Transfers Out - Capital	4,000,000
Debt Service Payments	1,707,691
Total	\$ 146,688,095

Fiscal Year 2006/2007 **revenues** in support of General Fund expenditures are projected as follows:

TAXES	
Property taxes	\$ 29,335,265
Sales tax	24,615,639
Transient occupancy tax	22,104,759
Business tax	32,324,995
Other taxes	1,313,432
Subventions and grants	2,580,001
Licenses and permits	10,460,810
Fines and penalties	5,287,915
Use of money and property	6,982,423
Charges for current service	10,225,749
Miscellaneous revenues	1,558,507
Transfers from other funds	6,000
TOTAL OPERATING REVENUES	\$ 146,795,495

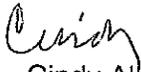
Meeting Date: June 12, 2006

Other Funds

Appropriations for FY 2006/2007 are requested in the amount not to exceed \$279,580,576 in various other Funds for the purpose of carrying on business and capital improvement programs of the City as follows:

Capital Improvement Fund	\$	12,913,992
Enterprise Funds		141,454,596
Internal Service Funds		113,333,089
Special Revenue/Other Funds		<u>11,878,899</u>
Total	\$	279,580,576

Adoption of the Capital Improvement Program does not imply approval of individual projects. Each individual project will be brought forward for formal City Council review and approval prior to the award of any bids in excess of Council approval award policies.



Cindy Aller-Sterling, Director of
Management Services

Finance Approval



Scott G. Miller,
Chief Financial Officer

Approved By

RESOLUTION NO. 06-R-12109

RESOLUTION OF THE COUNCIL OF THE CITY OF
BEVERLY HILLS APPROVING THE OPERATING BUDGET
AND FINANCIAL POLICIES FOR THE 2006/2007
FISCAL YEAR AND APPROPRIATING FUNDS THEREFORE

The Council of the City of Beverly Hills does resolve
as follows:

Section 1. That certain document entitled "2006/2007
Budget", a copy of which is on file in the office of the City
Clerk, which may hereafter be amended by the Council, is hereby
approved as the operating budget for the City of Beverly Hills
for the Fiscal Year 2006/2007.

Section 2. Appropriations in the amount not to exceed
\$146,668,095 are authorized in the General Fund for the purpose
of carrying on the business of the City for General Government,
Public Safety, Public Service and Culture and Recreation, debt
service payments, and transfers to other funds.

Section 3. Appropriations in the amount not to exceed
\$144,271,779 are authorized in the various special revenue funds
for the purpose of carrying on the business of the City.

Section 4. In adopting the Budget, the City Council
hereby gives authority to the City Manager to re-appropriate all
General Fund unencumbered Fiscal Year 2005/06 appropriated fund

balances and unexpended encumbrances of the Fiscal Year 2005/06 Operating, Capital and Enterprise Budgets.

Section 5. The City Manager or his designee may transfer appropriations between and among all funds, as defined in the 2006/07 budget. A quarterly report shall be made to the Council describing each transfer and the reason therefore.

Section 6. The Chief Financial Officer may make budget adjustments to accounts within the same fund, provided that the fund is within its approved budget and that any transfer between departments within the same fund is authorized by the City Manager or designee.

Section 7. The City Manager may transfer and appropriate up to \$300,000 during the fiscal year and the Chief Financial Officer may transfer up to \$75,000 during the fiscal year from all fund balances to any accounts within that fund as long as it meets the purposes of that fund's designation. A quarterly report shall be made to the Council describing each transfer and the reason therefore.

Section 8. Pursuant to the provisions of Section 37208 of the Government Code, the Council, from time to time, by motion or resolution, may ratify the prior payment of budgeted demands from those funds which have been certified or approved by the Chief Financial Officer and may appropriate funds for non-

budgeted items, and any such appropriation for a non-budgeted item shall constitute an approval to issue a warrant in payment of a proper demand or demands therefore.

Section 9. The City Council hereby adopts the Comprehensive Financial Policies of the City for Fiscal Year 2006/07, as attached to this resolution.

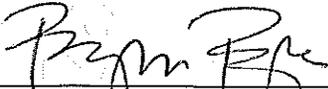
Section 10. The City Clerk shall certify to the adoption of this resolution and shall cause this resolution and his certification, together with proof of publication, to be entered in the Book of Resolutions of the Council of this City.

Adopted: June 12, 2006



STEPHEN P. WEBB
Mayor of the City of
Beverly Hills, California

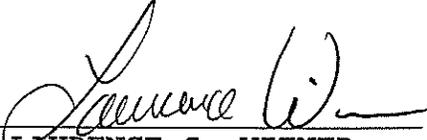
ATTEST:



BYRON POPE
City Clerk

(SEAL)

Approved as to form:



LAURENCE S. WIENER
City Attorney

Approved as to content:



RODERICK J. WOOD
City Manager



SCOTT G. MILLER
Chief Financial Officer



COMPREHENSIVE FINANCIAL POLICIES

Financial policies shall be adopted by the City Council during the annual budget approval and will establish the framework for the overall fiscal planning and management of the City of Beverly Hills. These policies set forth guidelines against which current budgetary performance can be measured and proposals for future programs can be evaluated. The financial policies also improve the City's fiscal stability by helping City officials plan fiscal strategy with a consistent approach. Adherence to adopted financial policies promotes sound financial management, which can lead to improvement in bond ratings, a lower cost of capital, provide assurance to the tax payers that tax dollars are being collected and spent per City Council direction and provide a minimum of unexpected impacts upon taxpayers and users of public services. The Chief Financial Officer shall be responsible for developing and, as appropriate, implementing and managing these policies as well as subsidiary policies that execute these comprehensive financial policies. The City's comprehensive financial policies shall be in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

FINANCIAL REPORTING ENTITY

City of Beverly Hills

The City (primary government) was incorporated in 1914 under the general laws of the State of California. The City provides the full range of municipal services as contemplated by statute. Services provided include public safety (police and fire), street construction and maintenance, sanitation, refuse collection, water and sewer utilities, culture-recreation, public improvements, planning and zoning, and general administrative and support services.

The City operates under a Council-Manager form of government. The City Council consists of five members elected at large for overlapping four-year terms. The Mayor is selected from the City Council members and serves a one-year term. The City's only other elected official is the City Treasurer whose term of office is four years. The City Council appoints a City Manager, City Attorney and City Clerk. In addition, the City Council appoints the members of advisory Commissions and Boards.

In addition to sitting as the governing board of the City, the City Council also acts as the Board of Directors of the Parking Authority of the City of Beverly Hills and the Beverly Hills Public Financing Authority.

Parking Authority of the City of Beverly Hills

The Parking Authority of the City of Beverly Hills (Parking Authority) is a public financing agency established by the City under the State of California Parking Law of 1949 to provide public parking facilities on a citywide basis. The Parking Authority provides for the acquisition and/or construction of parking facilities that are leased to the City for the general benefit of its citizens.

During the year ended June 30, 1994, the assets of the Parking Authority were transferred to the Parking Facilities Enterprise Fund and no Parking Authority financial transactions have occurred in subsequent fiscal years. However, the Parking Authority still remains a legal entity.

CITY OF BEVERLY HILLS FINANCIAL POLICIES

Beverly Hills Public Financing Authority

The City of Beverly Hills Public Financing Authority (Public Financing Authority) is a joint powers authority, organized pursuant to a Joint Exercise of Powers Agreement, dated November 10, 1992 between the City and the Parking Authority. The Joint Powers Agreement was entered into pursuant to the provisions of Article 1 of Chapter 5 of the California Government Code (the Act). The Public Financing Authority was created for the purpose of providing financing for public capital improvements for the City through the acquisition by the Public Financing Authority of such public capital improvements and/or the purchase by the Public Financing Authority of local obligations within the meaning of the Act. Under the Act, the Public Financing Authority has the power to issue bonds to pay the costs of public capital improvements.

Required lease payments between the City and the Public Financing Authority exactly match debt service requirements of the underlying debt. Accordingly, the leases between the City and the Public Financing Authority are eliminated and the underlying debt is reported as debt of the City. Separate financial statements are not prepared for the Public Financing Authority.

FINANCIAL REPORTING POLICIES

The City's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA). Further, the City will make every attempt to implement all changes to governmental accounting practices at the earliest practicable time.

An annual audit will be performed by an independent public accounting firm with an audit opinion to be included with the City's published Comprehensive Annual Financial Report (CAFR).

The City's CAFR will be submitted to the GFOA Certification of Achievement for Excellence in Financial Reporting Program. The financial report should be in conformity with GAAP, demonstrate compliance with finance related legal and contractual provisions, disclose thoroughness and detail sufficiency, and minimize ambiguities and potentials for misleading inference.

The City's CAFR will also be submitted to the California Society of Municipal Finance Officers (CSMFO) Awards Program and to national repositories identified by the City's bond trust agent as a continuing commitment to disclose thoroughness to enable investors to make informed decisions.

The City's Budget should satisfy criteria as a financial and programmatic policy document, as a comprehensive financial plan, as an operations guide for all organizational units and as a communications device for all significant budgetary issues, trends and resource choices.

To provide a reasonable basis for making management's required representations concerning the finances of the City of Beverly Hills, the City has established a comprehensive internal control framework that is designed both to protect the City's assets from loss, theft or misuse and to compile sufficient reliable information for the preparation of the City's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatements.

CITY OF BEVERLY HILLS FINANCIAL POLICIES

The City shall evaluate the fiscal impact of proposed changes in retirement benefits to be provided. Prior to assuming liability for expanded benefits, a viable funding plan with estimates of longer term impacts shall be incorporated in the analysis.

The City shall endeavor to avoid committing to new spending for operating or capital improvement purposes until an analysis of all current and future cost implications is completed.

The City shall endeavor to maintain cash reserves sufficient to fully fund the net present value of accruing liabilities including self insurance provisions, obligations to employees for vested payroll and benefits and similar obligations as they are incurred.

The City shall prepare and present to the City Council quarterly analyses of interim revenue and expenditure trends to allow evaluation of potential discrepancies from budget assumptions.

OPERATING MANAGEMENT POLICIES

All departments will participate in the responsibility of meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements.

The budget process is intended to weigh all competing requests for City resources within expected fiscal constraints. Requests for new, ongoing programs made outside the budget process will be discouraged.

Budget development will use strategic multi-year fiscal planning, conservative revenue forecasts, and program based cost accounting that requires every program to be justified annually in terms of meeting intended objectives ("effectiveness criteria"). The process will include a diligent review of programs by staff, management and City Council.

Utilization of a program budget format will provide a basis for evaluation of service and other impacts of potential increases or decreases in funding.

Revenues will not be dedicated for specific purposes, unless required by law or generally accepted accounting practices (GAAP). All non-restricted revenues will be deposited in the General Fund (or other designated fund as approved by the Chief Financial Officer) and appropriated by City Council.

Current revenues will fund current expenditures and a diversified and stable revenue system will be developed and maintained to protect programs from short-term fluctuations in any single revenue source.

Current operating expenditures for all fund types will include all allocable overhead operating costs. For the most part, these expenses will be charged to individual budget program elements as internal service fund charges. Included within the allocated service charges to Governmental Fund types will be funding adequate to maintain the approved capital program (unless financed through other debt instruments).

The City shall strive to identify entrepreneurial solutions to recover costs of operating programs.

The City shall strive to avoid returning to the City Council for new or expanded appropriations. Exceptions may include emergencies, unforeseen impacts, mid-year adjustments or new opportunities.

CITY OF BEVERLY HILLS FINANCIAL POLICIES

Addition of personnel will only be requested to meet program initiatives and policy directives; after service needs have been thoroughly examined and it is substantiated that additional staffing will result in increased revenue or enhanced operating efficiencies. To the extent feasible, personnel cost reductions will be achieved through attrition.

All non-enterprise user fees and charges will be examined or adjusted at least bi-annually to determine the direct and indirect cost of service recovery rate. The acceptable recovery rate and any associated changes to user fees and charges will be approved by the City Council following public review.

Development impact fees, as permitted by state law, for capital expenses attributable to new development will be reviewed annually to ensure that fees recover all direct and indirect development-related expenses and be approved by City Council. Any unfavorable balances in cost recovery will be brought to the City Council's attention and evaluated from a departmental, program, and goals perspective.

Capital equipment replacement will be accomplished through the use of a "rental" rate structure. The rates will be revised annually to ensure that charges to operating departments are sufficient for operation and replacement of vehicles and other capital equipment (fleet, computers, phones and copier systems). The City shall endeavor to maintain adequate cash reserves to fund 100% replacement of capital equipment. Replacement costs will be based upon equipment lifecycle financial analysis developed by each department and approved by the Chief Financial Officer.

Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant monies will be budgeted in separate cost centers, and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, City resources will be substituted only after all program priorities and alternatives are considered.

Balanced revenue and expenditure forecasts will be prepared to examine the City's ability to absorb operating costs due to changes in the economy, service demands, and capital improvements. The forecast will be updated annually and include a four or five-year outlook.

Alternative means of service delivery will be evaluated to ensure that quality services are provided to our citizens at the most competitive and economical cost. Departments, in cooperation with the City Manager, will identify all activities that could be provided by another source and review options/alternatives to current service delivery. The review of service delivery alternatives and the need for the service will be performed annually or on an "opportunity" basis.

Cash and Investment programs will be maintained in accordance with the Government Code and the adopted investment policy and will ensure that proper controls and safeguards are maintained. City funds will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity, and financial return on principal, in that order. Pursuant to State law, the City, at least annually, revises, and the City Council affirms, a detailed investment policy. In addition to liquidity requirements, the City will also consider the appropriateness of investment decisions vis-à-vis debt management.

The City will follow an aggressive, consistent, but sensitive policy of collecting revenues to the limit of our ability.

CITY OF BEVERLY HILLS FINANCIAL POLICIES

CAPITAL MANAGEMENT POLICIES

A five-year Capital Improvement Plan will be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction which results in a capitalized asset and having a useful (depreciable life) of two years or more.

The capital improvement plan will attempt to include, in addition to current operating maintenance expenditures, adequate funding to support repair and replacement of deteriorating infrastructure and avoidance of a significant unfunded liability.

Proposed capital projects will be reviewed and prioritized by a cross-departmental team regarding accurate costing (design, capital, and operating) and overall consistency with the City's goals and objectives. Financing sources will then be identified for the highest ranking projects.

Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecast, matched to available revenue sources and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.

Pay-as-you-go Capital Improvement Plan financing should account for a minimum of 50 percent of all capital improvement projects for each five-year planning period. Pay-as-you-go financing is defined as all sources of revenue other than City debt issuance, i.e., fund balance contributions, developer contributions, grants, endowments, etc. Pay-as-you-go financing should generally be considered as the preferred option. However, the potential for debt issuance that provides additional economic and/or strategic values should be considered.

The City shall endeavor to apply restricted funds (i.e., In-lieu Parking, Gas Tax Funds or existing Bond proceeds) to capital projects before using "unrestricted" funds.

DEBT MANAGEMENT POLICIES

The City will seek to maintain and, if possible, improve our current bond rating(s) in order to minimize borrowing costs and preserve access to credit.

New debt issues, and refinancing of existing debt, must be analyzed for compatibility within the City's overall financial planning. The review shall include, but not be limited to, cash flow analysis, potential for unexpected revenue surprises, and the maintenance of the City's bond ratings. Annual debt service shall not produce an inordinate impact upon future operations.

City Debt Service costs within the General Fund should not exceed 15% of the City's operating revenue in order to control fixed costs and ensure expenditure flexibility. Improvement District, Enterprise Fund and general obligation debt service is not included in this calculation because it is paid by district property owners, service users or tax payers and is not an obligation of future general fund revenues. (Based upon an adopted budget of \$146 million, the upper limit would be \$21.90 million).

General Obligation debt, which is supported by property tax revenues and grows in proportion to the City's assessed valuation and/or property tax rate increases, may be utilized if/when authorized by

CITY OF BEVERLY HILLS FINANCIAL POLICIES

voters. Other types of debt (e.g., water, sewer, and parking) may also be utilized when they are supported by dedicated revenue sources (e.g., fees and user charges).

Debt financing should not exceed the useful life of the infrastructure improvement with the average (weighted) bond maturities at or below twenty five years, unless otherwise authorized by Council.

A ratio of current assets to current liabilities of at least 2/1 will be maintained to ensure the City's ability to pay short-term obligations.

Utility rates will be set, as a minimum, to ensure the ratio of revenue to debt service meets our bond indenture requirement (generally a minimum of 125% of debt service). When calculating debt services coverage for internal purposes, the minimum pay-as-you-go capital expense for each enterprise fund will be considered a part of the operating costs to be covered by pre-debt service revenues. The City goal will be to maintain the required debt service coverage with this additional cost factored into the equation. Use of a 5 year budget projection, including capital project requirements, will provide assurance that all needs are considered by the Public Works Commission and City Council as revenue requirements are considered.

RESERVE POLICIES

General Fund

All fund designations and reserves will be evaluated annually for long-term adequacy and use requirements in conjunction with development of the City's balanced five year financial plan.

It is a goal of the City to obtain and maintain a general operating reserve in the form of cash, of at least 40% of operating revenues. The first 25% shall be considered a contingency reserve to cover normal seasonal cash flow variations, as well as unforeseen emergency or catastrophic impacts upon the City. Funds in excess of 25% may be used for economic investment in the community when justified by projected financial return to the City and specifically authorized by the City Council.

In addition to cash specifically maintained in the General Fund, we recognize the following cash reserve resources as being available to meet sudden negative fiscal impacts in the short term:

Liability Self-Insurance Fund

Worker's Compensation Self-Insurance Fund

Employee Benefits Fund

Information Technology Fund

One-time revenue windfalls should be designated as a reserve or used for one-time expenditures. The funds should not be used for on-going operations. To the extent such funds are not required for current expenditures, one-time expenditures and/or capital improvements such funds should be maintained as operating reserves or used to reduce debt.

For purposes of this policy, one-time revenue windfalls shall include:

Proceeds from new taxes or increases in existing tax rates.

CITY OF BEVERLY HILLS FINANCIAL POLICIES

Lump sum (net present value) savings from debt restructuring

CalPERS Rebates

Tax Revenue growth in excess of 5% in a single year

Sale of city-owned real estate

Pure unexpected revenues (i.e. litigation settlement)

Any other revenues the City Council may elect to designate as extraordinary

Sufficient reserves shall be maintained in internal service funds to prevent extended disruption of service in the event of natural disasters or other interruptions of revenue collections. Determination of adequate reserves will be guided by the following:

- Self-Insurance Reserves [liability, workers' compensation, (other)] will be maintained at a level, which, together with purchased insurance policies, will adequately indemnify the City's property, liability, and health benefit risk. A qualified actuarial firm shall be retained and report on a bi-annual basis recommended appropriate funding levels. The City shall endeavor to maintain reserves equal to 90% of the net present value of such liabilities.
- Fleet Management, Building and Information Technology reserves will be maintained based upon lifecycle replacement plans to ensure adequate fund balance required for systematic replacement of fleet vehicles, buildings and computer and related equipment and operational contingencies. Operating departments will be charged over the useful life of the asset used. The City shall endeavor to stabilize funding by maintaining reserves equal to the current replacement cost of the each asset class.
- Enterprise Fund (Water, Solid Waste, Wastewater, Parking and Stormwater) user fees and charges will be examined annually to ensure that they recover all direct and indirect costs of service, provide for capital improvements and maintenance and maintain adequate reserves. Secondly, maintenance of cash reserves will provide a de facto rate stabilization plan. Rate increases shall be approved by the City Council following formal noticing and public hearing. Rate adjustments for enterprise operations will be based on five-year financial plans unless a conscious decision is made to the contrary. The target level of cash reserves shall be 50% of gross annual user revenues.
- Contingency Reserves to be determined annually will be maintained to offset unanticipated revenue shortfalls and/or unexpected expenditure increases. Contingency reserves may also be used for unanticipated and/or inadequately budgeted events threatening the public health or safety. Use of contingency funds should be subject to City Council approval.

RESOLUTION NO. 06-R-12110

RESOLUTION OF THE COUNCIL OF THE CITY OF
BEVERLY HILLS APPROVING THE CAPITAL
IMPROVEMENT PROJECTS BUDGET FOR THE 2006/2007
FISCAL YEAR AND APPROPRIATING FUNDS THEREFORE

The Council of the City of Beverly Hills does resolve
as follows:

Section 1. That certain document entitled "Capital
Improvement Projects 2006/2007 Through 2010/2011", a copy of
which is on file in the office of the City Clerk, which may
hereafter be amended by the Council, is hereby approved as the
Capital Improvement Projects budget for the City of Beverly Hills
for the Fiscal Year 2006/2007.

Section 2. Appropriations in the amount not to exceed
\$135,728,797 are authorized in the City's various funds that have
capital programs for the purpose of carrying on the capital
improvement projects of the City.

Section 3. In adopting the Budget, the City Council
hereby gives authority to the City Manager to re-appropriate all
Capital Improvement Projects unencumbered Fiscal Year 2005/06
appropriated fund balances and unexpended encumbrances of the
Fiscal Year 2005/06 Capital Improvement Projects.

Section 4. The City Manager or his designee may transfer appropriations within the adopted budget. A quarterly report shall be made to the Council describing each transfer and the reason therefore.

Section 5. The Chief Financial Officer may make budget adjustments to accounts within the same fund, provided that the fund is within its approved budget and that any transfer between departments within the same fund is authorized by the City Manager or designee.

Section 6. The City Manager may transfer and appropriate up to \$300,000 during the fiscal year and the Chief Financial Officer may transfer up to \$75,000 during the fiscal year from all unappropriated fund balances within any fund to any account within that fund, except as limited by State law. A quarterly report shall be made to the Council describing each transfer and the reason therefore.

Section 7. Pursuant to the provisions of Section 37208 of the Government Code, the Council, from time to time, by motion or resolution, may ratify the prior payment of budgeted demands from those funds which have been certified or approved by the Chief Financial Officer and may appropriate funds for non-budgeted items, and any such appropriation for a non-budgeted item shall constitute an approval to issue a warrant in payment of a proper demand or demands therefore.

Section 8. In adopting the budget the City Council has budgeted \$600,000 for the installation of synthetic turf at Beverly Hills High School at the request of the Beverly Hills Unified School District. Through the Joint Powers Agreement, the synthetic turf athletic field may be used by the City and the community when not being utilized by the District. Expenditure of the funds will be subject to an agreement that includes certain terms and conditions including but not limited to establishment of a depreciation fund for the replacement of the synthetic turf to insure that funding is available at the end of the lifespan of the turf. If the depreciation fund does not have sufficient funding at the end of the turf's lifespan, then funds will be deducted from the Joint Powers Agreement annual funding.

Additionally, the City Council has budgeted \$300,000 for a loan to the School District. The authorization for this loan is at zero interest to the School District in the amount of \$300,000 to be repaid from developer fees in a maximum of five years. If the loan is not repaid at the conclusion of five years, then the balance will be deducted from the annual funding of the Joint Powers Agreement.

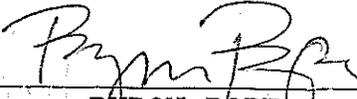
Section 9. The City Clerk shall certify to the adoption of this resolution and shall cause this resolution and his certification, together with proof of publication, to be entered in the Book of Resolutions of the Council of this City.

Adopted: June 12, 2006



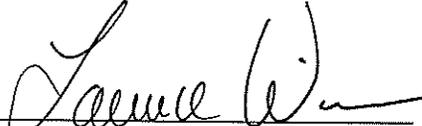
STEPHEN P. WEBB
Mayor of the City of
Beverly Hills, California

ATTEST: *2006/6/12*



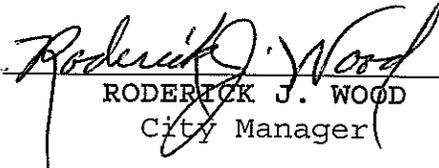
BYRON POPE
City Clerk (SEAL)

Approved as to form:

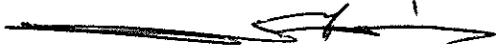


LAURENCE S. WIENER
City Attorney

Approved as to content:



RODERICK J. WOOD
City Manager



SCOTT G. MILLER
Chief Financial Officer

RESOLUTION NO. 06-R-12111

RESOLUTION OF THE COUNCIL OF THE CITY OF
BEVERLY HILLS ADOPTING THE ANNUAL
APPROPRIATIONS LIMIT FOR THE FISCAL YEAR
2006/2007

WHEREAS, the voters of California on November 6, 1979, added Article XIII B to the State Constitution placing various limitations on the appropriations of the State and local governments; and

WHEREAS, Article XIII B provides that the appropriations limit for the Fiscal Year 2006/2007 is calculated by adjusting the base year appropriations for changes in the cost-of-living and population; and

WHEREAS, cost-of-living is defined as either the change in California per capita personal income or the change in non-residential assessed valuation; and

WHEREAS, population is defined as either the change in City or County population; and

WHEREAS, the information necessary for making these adjustments is attached in Schedules A, B and C.

NOW, THEREFORE, the City Council of the City of Beverly Hills does resolve as follows:

Section 1. The annual adjustment factors for Fiscal Year 2006/2007 shall be the California per capita personal income change over the prior year and the County of Los Angeles population change over the prior year. The City Council reserves the right to recalculate and adopt new limitations on a future date.

Section 2. The appropriations subject to limitation in Fiscal Year 2006/2007 for the City of Beverly Hills shall be \$154,861,838.

Section 3. The Mayor shall sign this Resolution and the City Clerk shall certify and attest to the passage and adoption of this Resolution, and thereupon the same shall take effect and be enforced.

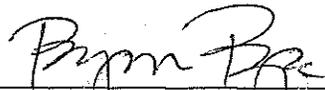
Section 4. The City Clerk shall certify to the adoption of this resolution and shall cause this resolution and his certification to be entered in the Book of Resolutions of the Council of this City.

ADOPTED: June 12, 2006



STEPHEN P. WEBB
Mayor of the City of
Beverly Hills, California

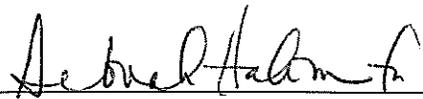
ATTEST:



BYRON POPE
City Clerk

(SEAL)

Approved as to form:



LAURENCE S. WIENER
City Attorney

Approved as to content:



RODERICK J. WOOD
for City Manager



SCOTT G. MILLER
Chief Financial Officer

CITY OF BEVERLY HILLS
 APPROPRIATIONS SUBJECT TO LIMIT
 BASE YEAR 1978-1979

FUND NO.	1978-1979 APPROPRIATIONS	APPROPRIATED TRANSFERS OR RESERVES	DEDUCT ENTERPRISE & REVOLVING	DEDUCT DEBT SERVICE	DEDUCT UNQUALIFIED TRANSFERS	DEDUCT REAPPROPRIATIONS FROM 1977-78	ADJUSTED TOTAL
01	\$ 22,393,762	\$ 1,456,000	-	-	\$ (3,127,000)	(147,076)	\$ 20,575,686
02	765,329	-	-	-	-	(448,182)	317,147
03	138,776	-	-	-	-	(41,642)	97,134
04	1,950,000	-	-	-	(1,950,000)	-	-
06	31,154	-	-	-	-	(31,154)	-
07	629,302	-	-	-	-	(418,432)	210,870
08	8,170,335	3,040,205	-	-	-	(3,194,115)	8,016,425
09	36,085	-	-	-	-	(10,500)	25,585
10	48,881	-	-	-	-	(42,055)	6,826
11	87,737	-	-	-	-	(2,637)	85,100
12	38,000	-	-	-	-	(38,000)	-
14	30,675	-	-	(30,675)	-	-	-
15	949,000	-	-	-	-	-	949,000
17	7,383	-	-	-	-	-	7,383
19	116,044	-	-	-	-	-	116,044
24	196,325	-	-	(196,325)	-	-	-
26	93,400	-	-	(93,400)	-	-	-
27	63,875	-	-	(63,875)	-	-	-
34	137,668	-	-	-	-	(133,710)	3,958
40	731,228	-	(731,228)	-	-	-	-
43	213,333	-	(213,333)	-	-	-	-
45	720,000	-	(720,000)	-	-	-	-
46	457,000	-	(457,000)	-	-	-	-
50	17,000	-	-	-	-	-	17,000
67	680,117	-	-	-	-	(480,117)	200,000
70	5,000	-	-	-	-	-	5,000
80	7,106,161	-	(7,106,161)	-	-	-	-
81	2,144,496	-	(2,144,496)	-	-	-	-
82	8,572,676	-	(8,572,676)	-	-	-	-
83	400,375	-	(400,375)	-	-	-	-
84	837,846	-	(837,846)	-	-	-	-
	\$ 57,768,963	\$ 4,496,205	\$ (21,183,115)	\$ (384,275)	\$ (5,077,000)	\$ (4,987,620)	\$ 30,633,158

78-79 JV 215

78-79 JV 1225

REFERENCE:

**CITY OF BEVERLY HILLS
 APPROPRIATIONS LIMIT
 AS DEFINED IN ARTICLE XIII B
 OF THE CALIFORNIA CONSTITUTION**

SCHEDULE B

FISCAL YEAR	CPI/PER CAPITA INCOME CHANGE OR NON- RESIDENTIAL ASSESSED VALUE	POPULATION CHANGE - CITY OR LOS ANGELES COUNTY	ADJUSTMENT FACTOR	APPROPRIATIONS LIMIT
1978-79	N/A	N/A	N/A	\$ 30,629,160
1979-80	10.170%	0.000%	1.10170	\$ 33,744,146
1980-81	12.110%	0.000%	1.12110	\$ 37,830,562
1981-82	9.120%	0.000%	1.09120	\$ 41,280,709
1982-83	6.790%	0.049%	1.06842	\$ 44,105,270
1983-84	2.350%	1.600%	1.03988	\$ 45,864,012
1984-85	4.740%	1.190%	1.05986	\$ 48,609,618
1985-86	3.740%	-0.290%	1.03439	\$ 50,281,377
1986-87	2.300%	1.180%	1.03507	\$ 52,044,816
1987-88	3.040%	0.043%	1.03084	\$ 53,650,038
1988-89	3.930%	1.120%	1.05094	\$ 56,382,979
1989-90	4.980%	-0.108%	1.04867	\$ 59,126,925
1990-91	4.210%	0.002%	1.04212	\$ 61,617,401
1991-92	4.140%	1.730%	1.05942	\$ 65,278,474
1992-93	19.950%	1.490%	1.21737	\$ 79,468,223
1993-94	3.060%	0.960%	1.04049	\$ 82,686,190
		Adjustment for Refuse Charges		\$ (2,000,000)
1993-94 Revised Appropriations Limit				\$ 80,686,190
1994-95	0.710%	0.780%	1.01496	\$ 81,892,882
1995-96	4.720%	1.000%	1.05767	\$ 86,615,809
1996-97	4.670%	1.580%	1.06324	\$ 92,093,207
1997-98	4.670%	1.240%	1.05968	\$ 97,589,245
1998-99	4.150%	1.390%	1.05598	\$ 103,051,983
1999-00	4.530%	1.670%	1.06276	\$ 109,519,166
2000-01	4.910%	2.030%	1.07040	\$ 117,228,957
2001-02	7.820%	1.930%	1.09901	\$ 128,835,710
2002-03	-1.270%	1.450%	1.00162	\$ 129,043,889
2003-04	2.310%	1.480%	1.03824	\$ 133,978,770
2004-05	3.280%	1.380%	1.04705	\$ 140,282,825
2005-06	5.260%	0.710%	1.06007	\$ 148,710,099
2006-07	3.960%	0.170%	1.04137	\$ 154,861,838
2006/2007 APPROPRIATIONS LIMIT				\$ 154,861,838

**CITY OF BEVERLY HILLS
ARTICLE XIII B APPROPRIATIONS LIMIT**

SCHEDULE C

TYPE OF TAXES	FY 2005/2006 PROJECTED	FY 2006/2007 PROPOSED BUDGET	FY 2007/2008 PROJECTED
GENERAL FUND			
Property Taxes	\$ 27,971,868	\$ 28,781,306	\$ 25,670,499
Sales Tax	\$ 23,668,884	\$ 24,392,262	\$ 20,593,723
Transient Occupancy Tax	\$ 21,254,576	\$ 21,679,668	\$ 18,119,679
Business License Tax	\$ 30,898,832	\$ 31,766,717	\$ 28,764,885
Other Taxes	\$ 1,313,433	\$ 1,313,432	\$ 932,820
Subventions/Grants	\$ 1,580,001	\$ 2,580,001	\$ 1,105,180
Interest Earnings		\$ -	\$ -
 Total General Fund Taxes	 <u>\$ 106,687,594</u>	 <u>\$ 110,513,386</u>	 <u>\$ 95,186,785</u>
 OTHER FUND TAXES			
Park & Rec Construction Tax	\$ 1,557,545	\$ 3,979,191	\$ 1,384,968
Park & Rec Tax Interest Earnings	\$ 345,794	\$ 291,090	\$ 162,891
 Total Other Funds Taxes	 <u>\$ 1,903,339</u>	 <u>\$ 4,270,281</u>	 <u>\$ 1,547,859</u>
 TAXES SUBJECT TO LIMIT	 \$ 108,590,933	 \$ 114,783,667	 \$ 96,734,645
GANN LIMIT PER SCHEDULE B (FUTURE +4.5%)	<u>\$ 148,710,099.38</u>	<u>\$ 154,861,838.00</u>	<u>\$ 161,830,620.71</u>
 (SHORT LIMIT)/OVER LIMIT	 <u>\$ (40,119,166)</u>	 <u>\$ (40,078,171)</u>	 <u>\$ (65,095,976)</u>





City of Beverly Hills



Supplemental Information



CITY PROFILE

Established on January 28, 1914, as a general law city under the State of California, Beverly Hills is a premier, full-service community. The City operates under a Council-Manager form of government with five elected City Councilmembers, who serve overlapping four-year terms. The Mayor is selected by the member of the Council and serves for one year. The City Treasurer is also elected for a four-year term. Police, fire, water treatment, refuse collection and building inspections, among other services, are provided directly by the leadership of the Council and management for the City of Beverly Hills.

Located in the middle of Los Angeles County, Beverly Hills is surrounded by the cities of Los Angeles, West Hollywood, Santa Monica and Culver City. Beverly Hills recognizes that the economic vitality and stability of the City and the region are inter-dependent. It is only through cooperative programs and developing mechanisms for funding with other local cities and the State that regional and community quality of life issues can be effectively addressed now and for generations to come. An excellent example of partnering for the future is the highly regarded reputation of the Beverly Hills Unified School District. It has some of the best schools in the nation.

For Fiscal Year 2006/2007, Beverly Hills has an operating budget of more than \$200 million across all funds. The General Fund, which includes public safety, library, recreation and parks, planning and other functions, makes up \$147 million of the total. While City operations generate revenue from various public services such as permitting and recreational activities, the four primary sources of revenue for the General Fund are from taxes: property tax (\$29 million); sales tax (\$24 million); transient occupancy/hotel tax (\$22 million); and, business tax (\$32 million). The balance of the budget is attributed to proprietary funds for services such as water, refuse collection and parking operations.

Within its 5.7 square mile radius, Beverly Hills has approximately 34,000 residents with a business and commercial base that ranks next to cities with a population of several hundred thousand. As a result, the daytime population is estimated to be 150,000 to 200,000. Beverly Hills has demonstrated a strong interest in meeting the needs of its dynamic community as well as the region on such issues as housing, transportation and infrastructure. Additionally, education, public safety and water are of specific importance.

Currently, the City is actively engaged with neighboring cities and regional agencies to address some of these issues which include initiating the Westside Summit, a collaboration of the four Westside cities, and the formation of the Westside Council of Governments (COG). Additionally, the City allocates General Fund resources to various organizations such as the Los Angeles Free Clinic, the Maple Counseling Center, People Assisting the Homeless (PATH), Westside Food Bank, Alternative Living for the Aging and Allied Legal Services. Keeping a watchful eye on the demographics of Beverly Hills also aids the City in developing solutions issues that face the community.

2000 U.S. Census of Population & Housing Data:

Total Population	33,784
Male	45.5%
Female	54.5%

1990 - 2000 change in population	+5.7%
1980 - 2000 change in population	+4.4%
1970 - 2000 change in population	+1.1%

Median household income in 1999:	\$ 70,945
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Number of Households:

Family Households	8,263
Non-Family Households	6,772
Total Households	15,035

Average Household Size	2.24 persons
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Age:

0-19 years	22.0%
20-44 years	33.6%
45-64 years	26.8%
65+ years	17.6%
Median Age	41.3

Total Housing Units	15,856
Total occupied housing units	15,035
Owner occupied units	6,518
Renter occupied units	8,517

Ethnicity:

White	85.1%
Asian	7.1%
Two or more races	4.5%
African American	1.8%
Other	1.5%
Total	100%

Hispanic (all races)	4.6% of population
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Beverly Hills Unified School District Data:

School Enrollment:

BHUSD (K-12):	5,285
All schools (Nursery - 12)	6,141

Los Angeles County Auditor, Controller's Office - Taxpayers' Guide:

Fiscal Year	Net Assessed Property Value
2005	\$14,080,381,095
2004	13,160,633,790
2003	12,417,968,390
2002	11,840,284,956
2001	10,940,039,077
2000	10,139,388,000

COMPREHENSIVE FINANCIAL POLICIES

Financial policies shall be adopted by the City Council during the annual budget approval and will establish the framework for the overall fiscal planning and management of the City of Beverly Hills. These policies set forth guidelines against which current budgetary performance can be measured and proposals for future programs can be evaluated. The financial policies also improve the City's fiscal stability by helping City officials plan fiscal strategy with a consistent approach. Adherence to adopted financial policies promotes sound financial management, which can lead to improvement in bond ratings, a lower cost of capital, provide assurance to the tax payers that tax dollars are being collected and spent per City Council direction and provide a minimum of unexpected impacts upon taxpayers and users of public services. The Chief Financial Officer shall be responsible for developing and, as appropriate, implementing and managing these policies as well as subsidiary policies that execute these comprehensive financial policies. The City's comprehensive financial policies shall be in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

FINANCIAL REPORTING ENTITY

City of Beverly Hills

The City (primary government) was incorporated in 1914 under the general laws of the State of California. The City provides the full range of municipal services as contemplated by statute. Services provided include public safety (police and fire), street construction and maintenance, sanitation, refuse collection, water and sewer utilities, culture-recreation, public improvements, planning and zoning, and general administrative and support services.

The City operates under a Council-Manager form of government. The City Council consists of five members elected at large for overlapping four-year terms. The Mayor is selected from the City Council members and serves a one-year term. The City's only other elected official is the City Treasurer whose term of office is four years. The City Council appoints a City Manager, City Attorney and City Clerk. In addition, the City Council appoints the members of advisory Commissions and Boards.

In addition to sitting as the governing board of the City, the City Council also acts as the Board of Directors of the Parking Authority of the City of Beverly Hills and the Beverly Hills Public Financing Authority.

Parking Authority of the City of Beverly Hills

The Parking Authority of the City of Beverly Hills (Parking Authority) is a public financing agency established by the City under the State of California Parking Law of 1949 to provide public parking facilities on a citywide basis. The Parking Authority provides for the acquisition and/or construction of parking facilities that are leased to the City for the general benefit of its citizens.

During the year ended June 30, 1994, the assets of the Parking Authority were transferred to the Parking Facilities Enterprise Fund and no Parking Authority financial transactions have occurred in subsequent fiscal years. However, the Parking Authority still remains a legal entity.

Beverly Hills Public Financing Authority

The City of Beverly Hills Public Financing Authority (Public Financing Authority) is a joint powers authority, organized pursuant to a Joint Exercise of Powers Agreement, dated November 10, 1992 between the City and the Parking Authority. The Joint Powers Agreement was entered into pursuant to the provisions of Article 1 of Chapter 5 of the California Government Code (the Act). The Public Financing Authority was created for the purpose of providing financing for public capital improvements for the City through the acquisition by the Public Financing Authority of such public capital improvements and/or the purchase by the Public Financing Authority of local obligations within the meaning of the Act. Under the Act, the Public Financing Authority has the power to issue bonds to pay the costs of public capital improvements.

Required lease payments between the City and the Public Financing Authority exactly match debt service requirements of the underlying debt. Accordingly, the leases between the City and the Public Financing Authority are eliminated and the underlying debt is reported as debt of the City. Separate financial statements are not prepared for the Public Financing Authority.

FINANCIAL REPORTING POLICIES

The City's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA). Further, the City will make every attempt to implement all changes to governmental accounting practices at the earliest practicable time.

An annual audit will be performed by an independent public accounting firm with an audit opinion to be included with the City's published Comprehensive Annual Financial Report (CAFR).

The City's CAFR will be submitted to the GFOA Certification of Achievement for Excellence in Financial Reporting Program. The financial report should be in conformity with GAAP, demonstrate compliance with finance related legal and contractual provisions, disclose thoroughness and detail sufficiency, and minimize ambiguities and potentials for misleading inference.

The City's CAFR will also be submitted to the California Society of Municipal Finance Officers (CSMFO) Awards Program and to national repositories identified by the City's bond trust agent as a continuing commitment to disclose thoroughness to enable investors to make informed decisions.

The City's Budget should satisfy criteria as a financial and programmatic policy document, as a comprehensive financial plan, as an operations guide for all organizational units and as a communications device for all significant budgetary issues, trends and resource choices.

To provide a reasonable basis for making management's required representations concerning the finances of the City of Beverly Hills, the City has established a comprehensive internal control framework that is designed both to protect the City's assets from loss, theft or misuse and to compile sufficient reliable information for the preparation of the City's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City's comprehensive framework of internal controls has been designed to provide

reasonable rather than absolute assurance that the financial statements will be free from material misstatements.

The City shall evaluate the fiscal impact of proposed changes in retirement benefits to be provided. Prior to assuming liability for expanded benefits, a viable funding plan with estimates of longer term impacts shall be incorporated in the analysis.

The City shall endeavor to avoid committing to new spending for operating or capital improvement purposes until an analysis of all current and future cost implications is completed.

The City shall endeavor to maintain cash reserves sufficient to fully fund the net present value of accruing liabilities including self insurance provisions, obligations to employees for vested payroll and benefits and similar obligations as they are incurred.

The City shall prepare and present to the City Council quarterly analyses of interim revenue and expenditure trends to allow evaluation of potential discrepancies from budget assumptions.

OPERATING MANAGEMENT POLICIES

All departments will participate in the responsibility of meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements.

The budget process is intended to weigh all competing requests for City resources within expected fiscal constraints. Requests for new, ongoing programs made outside the budget process will be discouraged.

Budget development will use strategic multi-year fiscal planning, conservative revenue forecasts, and program based cost accounting that requires every program to be justified annually in terms of meeting intended objectives ("effectiveness criteria"). The process will include a diligent review of programs by staff, management and City Council.

Utilization of a program budget format will provide a basis for evaluation of service and other impacts of potential increases or decreases in funding.

Revenues will not be dedicated for specific purposes, unless required by law or generally accepted accounting practices (GAAP). All non-restricted revenues will be deposited in the General Fund (or other designated fund as approved by the Chief Financial Officer) and appropriated by City Council.

Current revenues will fund current expenditures and a diversified and stable revenue system will be developed and maintained to protect programs from short-term fluctuations in any single revenue source.

Current operating expenditures for all fund types will include all allocable overhead operating costs. For the most part, these expenses will be charged to individual budget program elements as internal service fund charges. Included within the allocated service charges to Governmental Fund types will be funding adequate to maintain the approved capital program (unless financed through other debt instruments).

The City shall strive to identify entrepreneurial solutions to recover costs of operating programs.

The City shall strive to avoid returning to the City Council for new or expanded appropriations. Exceptions may include emergencies, unforeseen impacts, mid-year adjustments or new opportunities.

Addition of personnel will only be requested to meet program initiatives and policy directives; after service needs have been thoroughly examined and it is substantiated that additional staffing will result in increased revenue or enhanced operating efficiencies. To the extent feasible, personnel cost reductions will be achieved through attrition.

All non-enterprise user fees and charges will be examined or adjusted at least bi-annually to determine the direct and indirect cost of service recovery rate. The acceptable recovery rate and any associated changes to user fees and charges will be approved by the City Council following public review.

Development impact fees, as permitted by state law, for capital expenses attributable to new development will be reviewed annually to ensure that fees recover all direct and indirect development-related expenses and be approved by City Council. Any unfavorable balances in cost recovery will be brought to the City Council's attention and evaluated from a departmental, program, and goals perspective.

Capital equipment replacement will be accomplished through the use of a "rental" rate structure. The rates will be revised annually to ensure that charges to operating departments are sufficient for operation and replacement of vehicles and other capital equipment (fleet, computers, phones and copier systems). The City shall endeavor to maintain adequate cash reserves to fund 100% replacement of capital equipment. Replacement costs will be based upon equipment lifecycle financial analysis developed by each department and approved by the Chief Financial Officer.

Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant monies will be budgeted in separate cost centers, and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, City resources will be substituted only after all program priorities and alternatives are considered.

Balanced revenue and expenditure forecasts will be prepared to examine the City's ability to absorb operating costs due to changes in the economy, service demands, and capital improvements. The forecast will be updated annually and include a four or five-year outlook.

Alternative means of service delivery will be evaluated to ensure that quality services are provided to our citizens at the most competitive and economical cost. Departments, in cooperation with the City Manager, will identify all activities that could be provided by another source and review options/alternatives to current service delivery. The review of service delivery alternatives and the need for the service will be performed annually or on an "opportunity" basis.

Cash and Investment programs will be maintained in accordance with the Government Code and the adopted investment policy and will ensure that proper controls and safeguards are maintained. City funds will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity, and financial return on principal, in that order. Pursuant to State law, the City, at least annually, revises, and the City Council affirms, a detailed investment

policy. In addition to liquidity requirements, the City will also consider the appropriateness of investment decisions vis-à-vis debt management.

The City will follow an aggressive, consistent, but sensitive policy of collecting revenues to the limit of our ability.

CAPITAL MANAGEMENT POLICIES

A five-year Capital Improvement Plan will be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction which results in a capitalized asset and having a useful (depreciable life) of two years or more.

The capital improvement plan will attempt to include, in addition to current operating maintenance expenditures, adequate funding to support repair and replacement of deteriorating infrastructure and avoidance of a significant unfunded liability.

Proposed capital projects will be reviewed and prioritized by a cross-departmental team regarding accurate costing (design, capital, and operating) and overall consistency with the City's goals and objectives. Financing sources will then be identified for the highest ranking projects.

Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecast, matched to available revenue sources and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.

Pay-as-you-go Capital Improvement Plan financing should account for a minimum of 50 percent of all capital improvement projects for each five-year planning period. Pay-as-you-go financing is defined as all sources of revenue other than City debt issuance, i.e., fund balance contributions, developer contributions, grants, endowments, etc. Pay-as-you-go financing should generally be considered as the preferred option. However, the potential for debt issuance that provides additional economic and/or strategic values should be considered.

The City shall endeavor to apply restricted funds (i.e., In-lieu Parking, Gas Tax Funds or existing Bond proceeds) to capital projects before using "unrestricted" funds.

DEBT MANAGEMENT POLICIES

The City will seek to maintain and, if possible, improve our current bond rating(s) in order to minimize borrowing costs and preserve access to credit.

New debt issues, and refinancing of existing debt, must be analyzed for compatibility within the City's overall financial planning. The review shall include, but not be limited to, cash flow analysis, potential for unexpected revenue surprises, and the maintenance of the City's bond ratings. Annual debt service shall not produce an inordinate impact upon future operations.

City Debt Service costs within the General Fund should not exceed 15% of the City's operating revenue in order to control fixed costs and ensure expenditure flexibility. Improvement District,

Enterprise Fund and general obligation debt service is not included in this calculation because it is paid by district property owners, service users or tax payers and is not an obligation of future general fund revenues. (Based upon an adopted budget of \$146 million, the upper limit would be \$21.90 million).

General Obligation debt, which is supported by property tax revenues and grows in proportion to the City's assessed valuation and/or property tax rate increases, may be utilized if/when authorized by voters. Other types of debt (e.g., water, sewer, and parking) may also be utilized when they are supported by dedicated revenue sources (e.g., fees and user charges).

Debt financing should not exceed the useful life of the infrastructure improvement with the average (weighted) bond maturities at or below twenty five years, unless otherwise authorized by Council.

A ratio of current assets to current liabilities of at least 2/1 will be maintained to ensure the City's ability to pay short-term obligations.

Utility rates will be set, as a minimum, to ensure the ratio of revenue to debt service meets our bond indenture requirement (generally a minimum of 125% of debt service). When calculating debt services coverage for internal purposes, the minimum pay-as-you-go capital expense for each enterprise fund will be considered a part of the operating costs to be covered by pre-debt service revenues. The City goal will be to maintain the required debt service coverage with this additional cost factored into the equation. Use of a 5 year budget projection, including capital project requirements, will provide assurance that all needs are considered by the Public Works Commission and City Council as revenue requirements are considered.

RESERVE POLICIES

General Fund

All fund designations and reserves will be evaluated annually for long-term adequacy and use requirements in conjunction with development of the City's balanced five year financial plan.

It is a goal of the City to obtain and maintain a general operating reserve in the form of cash, of at least 40% of operating revenues. The first 25% shall be considered a contingency reserve to cover normal seasonal cash flow variations, as well as unforeseen emergency or catastrophic impacts upon the City. Funds in excess of 25% may be used for economic investment in the community when justified by projected financial return to the City and specifically authorized by the City Council.

In addition to cash specifically maintained in the General Fund, we recognize the following cash reserve resources as being available to meet sudden negative fiscal impacts in the short term:

Liability Self-Insurance Fund

Worker's Compensation Self-Insurance Fund

Employee Benefits Fund

Information Technology Fund

One-time revenue windfalls should be designated as a reserve or used for one-time expenditures. The funds should not to be used for on-going operations. To the extent such funds are not required for current expenditures, one-time expenditures and/or capital improvements such funds should be maintained as operating reserves or used to reduce debt.

For purposes of this policy, one-time revenue windfalls shall include:

Proceeds from new taxes or increases in existing tax rates.

Lump sum (net present value) savings from debt restructuring

CalPERS Rebates

Tax Revenue growth in excess of 5% in a single year

Sale of city-owned real estate

Pure unexpected revenues (i.e. litigation settlement)

Any other revenues the City Council may elect to designate as extraordinary

Sufficient reserves shall be maintained in internal service funds to prevent extended disruption of service in the event of natural disasters or other interruptions of revenue collections. Determination of adequate reserves will be guided by the following:

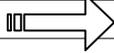
- Self-Insurance Reserves [liability, workers' compensation, (other)] will be maintained at a level, which, together with purchased insurance policies, will adequately indemnify the City's property, liability, and health benefit risk. A qualified actuarial firm shall be retained and report on a bi-annual basis recommended appropriate funding levels. The City shall endeavor to maintain reserves equal to 90% of the net present value of such liabilities.
- Fleet Management, Building and Information Technology reserves will be maintained based upon lifecycle replacement plans to ensure adequate fund balance required for systematic replacement of fleet vehicles, buildings and computer and related equipment and operational contingencies. Operating departments will be charged over the useful life of the asset used. The City shall endeavor to stabilize funding by maintaining reserves equal to the current replacement cost of the each asset class.
- Enterprise Fund (Water, Solid Waste, Wastewater, Parking and Stormwater) user fees and charges will be examined annually to ensure that they recover all direct and indirect costs of service, provide for capital improvements and maintenance and maintain adequate reserves. Secondly, maintenance of cash reserves will provide a de facto rate stabilization plan. Rate increases shall be approved by the City Council following formal noticing and public hearing. Rate adjustments for enterprise operations will be based on five-year financial plans unless a conscious decision is made to the contrary. The target level of cash reserves shall be 50% of gross annual user revenues.

- Contingency Reserves to be determined annually will be maintained to offset unanticipated revenue shortfalls and/or unexpected expenditure increases. Contingency reserves may also be used for unanticipated and/or inadequately budgeted events threatening the public health or safety. Use of contingency funds should be subject to City Council approval.

City of Beverly Hills
Citywide Budget Schedule FY 2006/2007

Step #	TASK NAME	START	FINISH
1	Budget Committee		
	Committee creation	01/17/06	01/20/06
	Committee's first meeting	01/25/06	
2	Preliminary Preparation		
	<u>Program review by each department:</u> add or delete programs, program descriptions (short narrative),etc.	01/24/06	02/14/06
3	Bring up to date Position Tables (List of budgeted positions)		
	Update position tables and clean-up positions in Personnel Budgeting	01/24/06	02/14/06
	Executive staff retreat	02/08/06	02/10/06
4	Budget Kickoff Meeting	02/28/06	
	Departmental Budget Process		
5	Departments prepare budget documents:		
	Departments prepare department and program pages for the budget document	03/06/06	03/21/06
	Departments prepare Budget Enhancement forms to request additions to their base budget and/or increase/change personnel position funding.	03/06/06	03/21/06
6	Web based Budget Prep training	03/01/06	03/03/06
7	Open Budget Prep System		
	Budget system (expenditures and revenues) available for departmental input	03/20/06	03/28/06
8	Allocated Costs (Internal Service Funds - ISF)		
	Internal Services Divisions prepare cost spreadsheets	02/16/06	03/17/06
	Distribute allocated costs information to departments	03/20/06	
9	Fees and Charges annual increase proposal		
	Development Fees / Svc charges plus CPI % adjustment to departments for review	02/01/06	02/28/06
	City Council Set Public Hearing date for Development Fees/Service charges increases	02/21/06	
	Publication notice of hearing date for Development and Service Charges ONLY		
	First Publication (14 days before hearing)	Publication date	03/17/06
	Second Publication	Publication date	03/24/06
	Public Hearing for Development Fees / Service Charges ONLY	04/04/06	
10	Utility Rate rate increases (No additional increases at this time)		
	Print Fees & Charges books (including Utility Rate increase effective July 1, 2006)	06/12/06	06/16/06
	Distribute Fees & Charges books	06/19/06	
11	Capital Improvement Projects		
	Departments prepare Budget Enhancement forms to request new or expanded Capital Improvement Projects (CIPs).	02/23/06	03/10/06
	CIP Sub-Committee reviews existing projects and prepares written justification for new or expanded projects. Sub-Committee to also prepare a prioritized list of unfunded CIPs to be published in our final budget book for grant funding consideration.	03/10/06	03/14/06
	Final Sub-Committee meeting to review and prioritize list of recommended CIPs.		03/15/06
	Review CIP budget with City Manager.		03/22/06
	Final CIP budget to Planning (Planning Comm. usually meets 2nd & 4th Thurs of every month).	3/30/2006	04/27/06
12	Finance Budget Process		
	City Manager reviews budget with department heads	04/03/06	04/10/06
	City Manager and Department Heads decide Enhancement Requests at Staff Meeting from 9:00 to noon		04/12/06

City of Beverly Hills
Citywide Budget Schedule FY 2006/2007

Step #	TASK NAME	START	FINISH
	Make CM changes - update spreadsheet & budget	04/17/06	04/20/06
	"Working Draft" budget document to Departments		05/03/06
	Department Heads present budget to staff (9:00 to 12:30)		05/05/06
13	Staff Presentations		
	City Council Budget Review (3:00 pm to 6:00 pm)	05/11/06	05/12/06
	<i>City Council approves "Final Draft" Budget, CIP Budget and GANN Limits</i>		06/12/06
14	Final Updates and Rollover		
	Distribution of approved budget reports and budgeted positions to departments		07/05/06
	Print and distribute final City Council Budget Document		07/24/06

DEBT ADMINISTRATION

The City has a number of debt issues outstanding. These issues, net of unamortized original issue discounts, premiums and deferred amounts on refunding, include \$204,451,755 of revenue bonds. The City's bonds were issued primarily to finance or refinance capital facilities.

Under current state statutes, the City's general obligation bonded debts are subject to a legal limitation based on 3.75% of total assessed value of real and personal property. The City has no general obligation debt applicable to the debt limit. In addition to the restriction of the legal debt limitations, California's Constitution requires that a two-thirds majority vote be obtained for California cities to issue general obligation debt.

A description of individual bond issues follows:

Revenue Bonds

1998 Refunding Water Bonds – \$14,760,000 Public Financing Authority, Water Revenue Refunding Bonds, Series 1998A, issued September 1998, are due in annual installments ranging from \$350,000 to \$975,000 through June 1, 2022, with interest rates ranging from 4.00% to 7.00% payable semiannually June 1 and December 1. The Bonds are special limited obligations of the Public Financing Authority and are primarily payable from installment payments from the City pursuant to an installment sale agreement dated September 1, 1998. The City's obligation to make installment payments is solely payable from and secured by a pledge of net revenues of the Water Enterprise Fund.

1998 Refunding Wastewater Bonds – \$24,650,000 Public Financing Authority, Wastewater Revenue Refunding Bonds, Series 1998A, issued September 1998, are due in annual installments ranging from \$575,000 to \$1,625,000 through June 1, 2022, with interest rates ranging from 4.00% to 7.00% payable semiannually June 1 and December 1. The bonds are special limited obligations of the Public Financing Authority and are primarily payable from installment payments from the City pursuant to an installment sale agreement dated September 1, 1998. The City's obligation to make installment payments is solely payable from and secured by a pledge of net revenues of the Wastewater Enterprise Fund.

1998 Lease Revenue Bonds – \$34,175,000 Public Financing Authority, Lease Revenue Bonds, 1998 Series A, were issued in July 1998 with \$11,245,000, 5.00% term bonds due June 1, 2023 and \$22,930,000, 5.25% term bonds due June 1, 2028. Bonds maturing on June 1, 2023 are subject to mandatory redemption in part by lot prior to maturity on June 1, 2021 and on each June 1 thereafter until maturity, from required sinking fund payments. Bonds maturing on June 1, 2028 are subject to mandatory redemption in part by lot on June 1, 2024 and each June 1 thereafter until maturing, from required sinking fund payments. The Bonds are special obligations of the Public Financing Authority secured by and payable solely from rent payments from the City pursuant to a lease agreement.

1999 Refunding Lease Revenue Bonds – \$92,425,000 Public Financing Authority, Lease Revenue Bonds, 1999 Refunding Series A, issued March 1999, are due in annual installments ranging from \$355,000 to \$12,785,000 through June 1, 2020, with interest rates ranging from 4.00% to 5.125% payable semiannually June 1 and December 1. The Bonds are special obligations of the Public Financing Authority secured by and payable solely from rent payments from the City pursuant to a lease agreement. The 1999 Refunding Lease Revenue Bonds were issued to refund bonds originally issued for multiple purposes, so the principal

has been allocated and is accounted for in the appropriate City funds (enterprise and internal service funds.)

2001 Refunding Lease Revenue Bonds – \$10,680,000 Public Financing Authority, Lease Revenue Bonds, 2001 Refunding Series A, issued December 2001, are due in annual installments ranging from \$815,000 to \$1,155,000 through June 1, 2013, with interest rates ranging from 3.00% to 4.13% payable semiannually June 1 and December 1. The bonds are special limited obligations of the Public Financing Authority and are primarily payable from lease payments from the City pursuant to a lease agreement dated December 1, 2001.

2003 Refunding Lease Revenue Bonds – \$68,445,000 Public Financing Authority, Lease Revenue Bonds, 2003 Refunding Series A, issued March 2003, are due in annual installments ranging from \$2,285,000 to \$9,870,000 through June 1, 2015, with interest rates ranging from 3.00% to 5.25% payable semiannually June 1 and December 1. Bonds maturing on or after June 1, 2014 are subject to optional redemption in part, without premium, from prepayments of base rental payments on or after June 1, 2014. The Bonds are special limited obligations of the Public Financing Authority and are payable solely from rent payments from the City pursuant to a lease agreement. The 2003 Refunding Lease Revenue Bonds were issued to advance refunding the 1993 Refunding Lease Revenue Bonds, which were in turn issued for multiple purposes so the principal has been allocated and is accounted for in the appropriate City funds (enterprise and internal service funds.)

Annual Debt Service Requirements to Maturity

Fiscal Year	Revenue Bonds				Total		Total Debt Service
	Governmental Activities		Business-type Activities		Principal	Interest	
	Principal	Interest	Principal	Interest			
2007	4,820,830	6,995,156	4,249,170	3,065,307	9,070,000	10,060,463	19,130,463
2008	5,715,718	6,802,323	3,719,282	2,898,655	9,435,000	9,700,978	19,135,978
2009	6,037,268	6,573,694	3,762,732	2,753,859	9,800,000	9,327,553	19,127,553
2010	6,321,111	6,265,996	3,948,889	2,590,705	10,270,000	8,856,701	19,126,701
2011	5,326,011	5,951,369	5,433,989	2,421,784	10,760,000	8,373,153	19,133,153
2012-2016	33,918,952	25,664,602	27,511,048	7,964,525	61,430,000	33,629,127	95,059,127
2017-2021	47,277,713	14,570,583	15,142,287	2,781,273	62,420,000	17,351,856	79,771,856
2022-2026	20,730,000	5,938,113	2,600,000	123,500	23,330,000	6,061,613	29,391,613
2027-2028	9,880,000	784,613	—	—	9,880,000	784,613	10,664,613
Total minimum debt service payments	140,027,603	<u>79,546,449</u>	66,367,397	<u>24,599,608</u>	206,395,000	<u>104,146,057</u>	310,541,057
Unamortized portion of:							
Original issue premium	3,714,346		1,649,613		5,363,959		5,363,959
Original issue discount	(251,177)		(67,844)		(319,021)		(319,021)
Deferred amount on refunding	<u>(3,202,616)</u>		<u>(3,785,567)</u>		<u>(6,988,183)</u>		<u>(6,988,183)</u>
Net total bonded debt outstanding	<u>140,288,156</u>		<u>64,163,599</u>		<u>204,451,755</u>		<u>308,597,812</u>

EMPLOYEE BENEFITS

Retirement Benefits

Through two defined benefit pension plans, one for its safety employees and one for its miscellaneous employees, the City provides its full-time and certain part-time employees retirement and disability benefits, annual cost-of-living adjustments and death benefits to members and their beneficiaries. Effective May 7, 2001, the City amended the plans to increase the safety members' retirement benefit to 3% at 50 (from 2% at 50) and effective January 8, 2005 the miscellaneous members retirement benefit increased to 2.5% at 55 (from 2% at 55). These plans are part of the Public Agency portion of the California Public Employees Retirement System (CalPERS), agent-multiple employer plans administered by CalPERS, which acts as a common investment and administrative agent for participating public employers within the State of California. The City makes contributions to the plans based on amounts determined by CalPERS actuaries. The City also contributes the employees' required contributions on their behalf and for their account. As a result of the 2001 and 2005 Plan Amendments and the poor performance of CalPERS' investments over the past three years, the safety plan and miscellaneous plans are no longer over-funded. As of the latest plan valuation date, July 1, 2004, the funded status of the plans is 88.6% and 92.6% of the actuarial accrued liability of the safety and miscellaneous employees' plans, respectively.

Health Insurance Benefits

The City pays the full premium for employees and dependents. The City is currently enrolled in various health care plans administered by CalPERS.

Post-retirement Health Care Benefits

The City also provides post-retirement health care benefits to its employees in accordance with agreements reached with the various employees bargaining groups. The City pays for retirees' health care premiums in these plans up to limits established in the agreements with the bargaining units. These payments are financed on a pay-as-you-go basis. In fiscal year 2006/07 the City will be providing benefits to an average of 158 participants at an annualized cost of \$1,231,718.

Dental and Vision Insurance Benefits

The City pays the full premium for full time employees and dependents. Guardian provides dental insurance and Vision Service Plan (VSP) provides Vision insurance.

Term Life Insurance Policy Benefit

The City pays the full premium of either \$50,000 or \$100,000 term life insurance in accordance with agreements reached with the various employees bargaining groups.

Deferred Compensation Benefit

The City offers two deferred compensation plans: a 401(k) Profit Sharing Plan and a 457 Deferred Compensation Plan, administered by the ICMA Retirement Corp to all of its full time employees. These employees may contribute to neither plan, one or both plans. Both plans provide for pre-tax contributions through payroll deductions and tax-deferred growth on your account balance. The City's contribution is determined in accordance with agreements reached with the various employees bargaining groups.

CITY VOLUNTEER PROGRAM

The following information demonstrates the success and cost savings to the City of Beverly Hills as a result of the Volunteer Program coordinated by the Community Services Department. Volunteer support services for the 2005 Calendar Year provided a salary savings to the City in the amount of approximately \$243,288. The value of volunteer services is based on a salary rate of \$12.00 per hour. This amount is similar to that of part-time, Recreation Leader III positions since they often perform similar duties. The City acknowledges volunteers, who dedicate more than 40 hours in a calendar year, at an Annual Volunteer Recognition Brunch.

Department / Organization Served	Number of Volunteers	Volunteer Hours	Savings (\$12/hr)
Administrative Services - Human Resources	2	255	\$ 3,060
City Commissioners	52	3,120	\$ 37,440
Community Services - Recreation and Parks	204	4,403	\$ 52,836
Community Services - Library	184	5,415	\$ 64,980
Fire Department	153	2,278	\$ 27,336
Police Department	43	2,883	\$ 34,596
Political Groups	32	1,920	\$ 23,040
TOTALS:	670	20,274	\$ 243,288





City of Beverly Hills



Glossary & Acronyms



GLOSSARY

ACCOUNT NUMBER – A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc., in such a manner that the symbol used quickly reveals certain required information

ACCRUAL BASIS OF ACCOUNTING – A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent

AD VALOREM – Latin for *value of*; refers to the tax assessed against real (land and building) and personal (equipment and furniture) property

ADOPTED EXPENDITURE – The amount of expenditures approved by the City Council to be spent during the fiscal year

ADOPTED REVENUE – The amount of revenues approved by the City Council to be collected during the fiscal year

APPRAISED VALUE – To make an estimate of value for the purpose of taxation (property values are established by the Los Angeles County Assessor)

APPROPRIATION – An authorization made by the City Council that permits the City to incur obligations and to make expenditures of resources.

ASSESSED VALUATION – The value of property for tax levy purposes; the assessed value is set by the Los Angeles County Assessor, who is charged with determining the taxable value of property according to a formula set by the State of California

BOND – A written promise to pay a specified sum of money, called the face value of principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate

BONDED DEBT – That portion of indebtedness represented by outstanding bonds

BUDGET – A financial plan, for a specified period, of operations that matches all planned revenues and expenditures with the services provided the residents of the City of Beverly Hills

BUDGET CALENDAR – The schedule of key dates that the City follows in the preparation and adoption of the budget

BUDGET DOCUMENT – The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the City Council

BUDGET MESSAGE – The opening section of the budget from the city manager, which provides the City Council and the public with a general summary of the budget and economic conditions

BUDGET RESOLUTION(S) – The official enactment by the City Council to legally authorize City staff to obligate and expend revenues

CAFR – Comprehensive Annual Financial Report

CAPITAL OUTLAY – The acquisition of furniture, fixtures, machinery, equipment and other relatively minor general fixed assets. Generally, an item that has an estimated life of two years or more and a unit cost of \$5,000 or more should be classified under an appropriate capital outlay account.

CAPITAL PROJECTS FUND(S) – A fund or funds created to account for financial resources to be used for the acquisition or the construction of major capital facilities or equipment.

CHARGES FOR SERVICES – Revenue from charges for all activities provided by the City, particularly related to recreational and library services, Parking Meters, Jail Cell Fees, Vehicle Release Fees, Fingerprinting Fees, Ambulance Fees, and Miscellaneous Fire Department Fees.

CITY COUNCIL – Made up of five elected officials with a rotating mayor, collectively acting as the legislative and policy-making body of the City of Beverly Hills

CONTRACTUAL SERVICES – The costs related to services performed for the City by individuals, businesses or utilities

DEBT SERVICE FUNDS – A fund established to account for the accumulation of resources for, and the payment of, long-term debt principal and interest

DELINQUENT TAXES – Taxes that remain unpaid after the date on which a penalty for non-payment is attached, (i.e., tax statements are mailed out in October and become delinquent if unpaid by January 1)

DEPARTMENT – A major administrative organizational unit of the City that indicates overall management responsibility for one or more divisions

DEPRECIATION – The decrease in value of physical assets due to use and the passage of time; in accounting for depreciation, the cost of a fixed asset is prorated over the estimated service life of such an asset, and each year is charged with a portion of such cost; through this process, the entire cost of the asset is ultimately charged off as an expense; this is done in proprietary funds, which allows the calculation of net income for each fund

EMPLOYEES – Personnel hired by the City to conduct certain duties and responsibilities to complete their job assignments to achieve city services and functions

ENCUMBRANCE – The commitment of appropriated funds to purchase an item or service; to encumber funds means to set aside or commit funds for a future expenditure

ENTERPRISE FUND – A fund established to account for operations that are financed and operated in a manner similar to private business enterprises

EXPENDITURES – A decrease in the net financial resources of the City due to the acquisition of goods and services

FINES AND PENALTIES – Revenues from fines and penalties for commission of statutory offenses; forfeitures of amounts held as security against loss or damage, or collections from

bonds or sureties placed with the government for the same purpose; and penalties of any sort, except those levied on delinquent taxes

FISCAL YEAR – A 12-month period to which the annual operating budget applies; the City of Beverly Hills has specified July 1 through June 30 as its fiscal year

FRANCHISE FEE – A fee paid by public service utilities for use of public property in providing their services to the citizens of a community, including sanitation and cable television

FUND – An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or government function

FUND BALANCE – The excess of assets over liabilities

GASB 34, 35, etc. – Governmental Accounting Standards Board Statements 34, 35, etc.

GENERAL FUND – The fund used to account for all financial resources except those required to be accounted for in another fund

GENERAL OBLIGATION BONDS – Bonds that finance a variety of public projects, which pledge the full faith, and credit of the City

GOALS – Broad, general statements of each department's desired social or organizational outcomes

GRANT – A contribution by a government or other organization to support a particular function; grants may be classified as either categorical or block depending on the amount of discretion allowed the grantee

INDIRECT COST RECOVERY – The identification and incorporation of overhead costs associated with the provision of public services

INFRASTRUCTURE – The underlying permanent foundation or basic framework

INTEREST EARNINGS – The earnings from available funds invested during the year in US Treasury Bonds, government agencies and Certificates of Deposit

INTERGOVERNMENTAL REVENUES – Revenue from other governments, primarily federal, state, and county grants, but also payments from other agencies

INTERNAL SERVICE FUND CHARGE(S) – Dollar amounts assessed to various departments or funds to account for the financing of goods and services provided by one department on behalf of other departments or funds of the City, on a cost reimbursement basis

INTERNAL SERVICES FUND RECEIPTS – Funds received by the providers of internal services in exchange for goods and services provided to other departments or funds of the City

INITIATIVES – Broad based goal and priority statements set by the City Council for the development and implementation of the city budget and city work plans

LICENSES, PERMITS & FEES – Revenues collected by a governmental unit from individuals or business concerns for various rights or privileges granted by the government

L.A. IMPACT – Regional narcotics and major crimes task force comprised of officers from Los Angeles County law enforcement, state and federal agencies

MAINTENANCE – All materials or contract expenditures covering repair and upkeep of City buildings, machinery and equipment, systems, and land

MATERIALS AND SUPPLIES – Expendable materials and operating supplies necessary to conduct department activity

MISCELLANEOUS REVENUES – Revenues in this category do not fit into any of the other revenue categories. Examples of miscellaneous revenues include recoverable expenditures, unanticipated revenue, state mandated costs, City property damage, sale of property, property disposition, and other minor miscellaneous receipts.

MOBILE COMMAND CENTER – Field command post vehicle used to establish a base of operations for major incidents and special law enforcement that also serves as a backup radio communications center

MODIFIED ACCRUAL ACCOUNTING – A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred

OBJECTIVES – Specific statements of desired ends, which can be measured

OPERATING TRANSFER – A transfer of revenues from one fund to another fund

OPERATING BUDGET – The annual budget and process that provides a financial plan for the operation of government and the provision of services for the year; excluded from the operating budget are capital projects, which are determined by a separate, but interrelated process

ORDINANCE – A formal legislative enactment by the governing board of a municipality; if it is not in conflict with any higher form of law such as a state statute or constitutional provision, it has full force and effect of law within the boundaries of the municipality to which it applies; the difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status; revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances

OTHER CHARGES – Costs associated with debt services, liability claims, bad debt expense, depreciation, amortization, etc.

OTHER CONTRACTUAL SERVICES – Costs associated with heat, light, water, power, telephone, and other communications utilities/services

PROGRAM – A major administrative organizational unit of the City that indicates responsibility for one or more activities that provides a particular service to the citizens

PROPERTY TAXES – Used to describe all revenues received in a period from current taxes, delinquent taxes, penalties and interest on delinquent taxes; property taxes are levied on both real and personal properties according to the property's valuation and tax rate

PROPRIETARY FUND TYPES – Sometimes referred to as "income determination," "nonexpendable," or "commercial-type" funds. They are used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (enterprise and internal service funds). Revenues and expenses (not expenditures) are accounted for on the full accrual basis.

PUBLIC HEARING – The portions of open meetings held to present evidence and provide information on both sides of an issue

RESERVES – Funds used to indicate that a portion of a fund balance is restricted to a specific purpose or not available for appropriation and subsequent spending

RESOLUTION – An order of a legislative body requiring less formality than an ordinance or statute

RESTRICTED FUNDS – These funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes

REVENUE – Funds that the government receives as income

SALARIES & BENEFITS – All costs related to wages and benefits given to city staff as part of their employment with the City of Beverly Hills

SALES TAX – The tax placed on the value of goods sold within the City; the California State Legislature and a majority vote of the people of the state set the rate. The tax is collected by the state and is distributed to local taxing authorities

SCHEDULE OF FEES & CHARGES – The City policy is full cost recovery for public services, i.e., building permits, library fees, utility rates, etc.

SERVICE FEES AND CHARGES – A fee for direct receipt of a public service

SERVICE INDICATORS – Specific quantitative measures or work performed within an activity or program; measures quantify the efficiency and effectiveness of a given program

SUBVENTIONS AND GRANTS – Revenues from Motor Vehicle License Fees, State Highway Maintenance Reimbursement, State Library Reimbursement, and Other and Intergovernmental Revenues.

TAX BASE – The total value of all real and personal property in the City as of March 1 of each year, as certified by the Los Angeles County Assessor. The tax base represents net value after all exemptions

TAX RATE – Total tax rate is set by the County Assessor; it is composed of real and personal property values multiplied by the 1978 base year rates; state law limits tax rates to a 2% increase per year, as determined by the County Assessor

TRANSFERS IN/OUT – The City regularly transfers current financial resources from one fund to another pending their eventual disposition. An example of such a transfer is funds moved from the General Fund to the Infrastructure Debt Service Fund for use in debt service payments to the Bond Paying Agent.

USE OF MONEY AND PROPERTY - Revenues from various sources of including Farmers' Market Concessions, Interest Earned, Franchise Electric, Oil Royalties, City Owned Property Lease Income, and/or City facilities Rental Income.

USER FEES – The payment of a charge or fee for direct receipt of a service by the party benefiting from the service

ACRONYMS

AB- Assembly Bill

AC - Architectural Commission

ADA- Americans with Disabilities Act

ACE-Art & Cultural Events

AED-Automated External Defibrillator

AHA-American Heart Association

ALS-Advanced Life Support

AQMD- Air Quality Management District

BHIG-Beverly Hills Innovation Group

BHUSD- Beverly Hills Unified School District

CAD/RMS-Computer Aided Dispatch/Records Management System

CAFR- Comprehensive Annual Financial Report

CALPERS-California Public Employee Retirement System

CBRNE-Chemical, Biological, Radiological, Nuclear, and Explosive

CCTV-Closed Circuit Television

CDBG - Community Development Block Grant

CE-Continuing Education

CERT-Community Emergency Response Team

CEQA-California Environmental Quality Act

CID-Common Interest Development

CIP- Capital Improvement Program

CPR-Cardiopulmonary Resuscitation

CSMFO-California Society of Municipal Finance Officers

COG- Council of Governments

COPS-Community Oriented Policing Services

CRM-Customer Relationship Management

CQI-Continuous Quality Improvement

CVB- Chamber Visitor's Bureau

D.A.R.E.- Drug Abuse Resistance Education

DART- Disaster Assistance Response Team

DCS-Disaster Communications System

DOC-Department Operations Center

DOJ-Department of Justice

DUI-Driving Under the Influence

EEC-Employee Enhancement Committee

EIR- Environmental Impact Report

EKG-Electrocardiogram

EMS-Emergency Medical Services

EMT-Emergency Medical Technician

EOC-Emergency Operations Center

ERP-Enterprise Resource Planning

ESL-English Second Language

FBI-Federal Bureau of Investigation

FPB- Fire Prevention Bureau

FEMA- Federal Emergency Management Agency

FY-Fiscal Year

GASB 34, 35, etc.-Governmental Accounting Standards Board Statements 34, 35, etc.

GEO- Geographic

GFOA-Government Finance Officers Association

GIS-Geographic Information System

HAVA-Help America Vote Act

HCDA -Housing and Community Development Act

HVAC-Heating, Venting, Air Conditioning

ICS-Incident Command System

IT-Information Technology

IVR-Interactive Voice Response System

JPA-Joint Powers Agreement

LAFD-Los Angeles Fire Department

MCI-Mass Casualty Incident

MEMS-Municipal Emergency Management System

MRF- Materials Recovery Facility

MTA-Metropolitan Transportation authority

MWD-Metropolitan Water District

NAISC-National Institute for Automotive Service Excellence

NFPA-National Fire Protection Association

NIMS-National Incident Management System

NPDES- National Pollutant Discharge Elimination System

OBC-Online Business Center

OSHA- Occupational Safety and Health Administration

PAD-Public Access Defibrillator

PAL- Policy, Administrative and Legal Services

PARCS-Parking Access and Revenue Control Systems

PC-Personal Computer

PEG-Public, Education, Government

PERS-Public Employee Retirement System

POST- Peace Officer Standards and Training

RF-Radio Frequency

ROI- Return on Investment

ROW- Right-of-way

SCAQMD-South Coast Air Quality Management District

SCBA-Self Contained Breathing Apparatus

SB- Senate Bill

SEMS-Standard Emergency Management Systems

SFTP-Standing Field Treatment Protocols

SOP-Standard Operating Procedures

STC- Standards and Training for Corrections

TOT-Transient Occupancy Tax

TREADD-Traffic Re-education Against Drunk Driving

USAR-Urban Search and Rescue

VHFHSZ-Very High Fire Hazard Severity Zone

VOIP-Voice Over Internet Protocol

VMS-Variable Message Signs

TBD - To be determined

XFR - Transfer



