City of Rolling Hills INCORPORATED JANUARY 24, 1957

2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521

AGENDA
Finance/Budget/Audit
Committee Meeting

FINANCE/BUDGET/AUDIT
COMMITTEE
Thursday, March 09, 2023

CITY OF ROLLING HILLS
6:00 PM

1. ITEMS FOR DISCUSSION

1.A. REVIEW OF CITY FINANCIAL POLICIES

RECOMMENDATION: Review current financial policies and approve staff's recommendation.

ResolutionNo1311_ ReservePolicies_Amendment_E.pdf

1.B. PROPOSED CHANGES TO CITY OF ROLLING HILLS FEE SCHEDULE

RECOMMENDATION: Recommend that Council:

A. Adopt an advertising fee of $750 to recoup costs for publishing in the Daily Breeze newspaper and mailing notices to residents; and

B. Eliminate the false alarm fee.

ResolutionNo1297_FeeSchedule_FY22-23_CTV_Update_E.pdf
ResolutionNo13XX_FeeSchedule_FY23-24_AdvertisingFee_Temp.pdf

1.C. FISCAL YEAR 2023/24 GENERAL FUND BUDGET BALANCING

RECOMMENDATION: Develop a balancing strategy for the General Fund for fiscal year 2023/24.

CL_AGN_230309_FBA_LineItemExpenditureDetail_GeneralFund.pdf

2. PUBLIC COMMENT

3. ADJOURNMENT

Notice:

Pursuant to the Brown Act, no action will take place on any items not on the agenda. This is the appropriate time for members of the public to make comments regarding items listed on this agenda.

Documents pertaining to an agenda item received after the posting of the agenda are available for review in the City Clerk's office or at the meeting at which the item will be considered.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting due to your disability, please contact the City Clerk at (310) 377-1521 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility and accommodation for

your review of this agenda and attendance at this meeting.

City of Rolling Hills INCORPORATED JANUARY 24, 1957

Agenda Item No.: 1.A
Mtg. Date: 03/09/2023

TO: **HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

FROM: **ROBERT SAMARIO, FINANCE DIRECTOR**

THRU: **ELAINE JENG P.E., CITY MANAGER**

SUBJECT: **REVIEW OF CITY FINANCIAL POLICIES**

DATE: **March 09, 2023**

BACKGROUND:
The City of Rolling Hills adopted financial policies a number of years ago, which include policies over financial reporting, internal controls, operational management, capital management, reserves, budget, and debt management. These policies are reviewed by staff each year for any recommended changes that may be needed. For example, in May 2022, Council adopted Resolution No. 1298 to modify one element of the policy related to reserves. With adoption of Resolution No. 1298, the reserve requirement in its Self-Insurance Fund was reduced from $500,000 to $250,000 to align with actual reserve balances.

DISCUSSION:
City staff have reviewed the City's financial policies and are recommending no changes.

FISCAL IMPACT:
None.

RECOMMENDATION:
Review current financial policies and approve staff's recommendation.

ATTACHMENTS:
ResolutionNo1311_ ReservePolicies_Amendment_E.pdf

RESOLUTION NO. 1311

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS, CALIFORNIA AUTHORIZING AMENDING THE GENERAL FUND RESERVES POLICY

THE CITY COUNCIL OF THE CITY OF ROLLING HILLS, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. Recitals.

A. Over the last few months the City Council and Finance Committee have discussed existing reserves policies and evaluated the adequacy of these policies.

B. After careful review of the existing reserves policy and weighing it against the possible threats to City including earthquakes, flooding and particularly wildfires increasing the City Council approved the Finance Committee's recommendation to increase the reserve requirements from 40% to 100% of the prior year audited revenues.

C. This increase in the reserve policy will allow the City to better respond to natural disasters, economic downturns or other unexpected events or circumstances that may cause a reduction or disruption to revenues or require incurrence of extraordinary costs.

Section 2. The attached Reserve Policies (attached hereto as Exhibit "A") are hereby adopted.

Section 3. This Resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book or original resolutions.

PASSED, APPROVED, AND ADOPTED this 10th day of October, 2022

JAMES BLACK, M.D.
MAYOR

ATTEST:



CHRISTIAN HORVATH
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF ROLLING HILLS)

The foregoing Resolution No. 1311 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS, CALIFORNIA AUTHORIZING AMENDING THE GENERAL FUND RESERVES POLICY

was approved and adopted at a regular meeting of the City Council on the 10th day of October, 2022, by the following roll call vote:

AYES: Dieringer, Pieper, Mirsch, Wilson, Mayor Black
NOES:
ABSENT:
ABSTAIN:

CHRISTIAN HORVATH
CITY CLERK

Exhibit “A”

CITY OF ROLLING HILLS	ADMINISTRATIVE POLICY/PROCEDURES
FINANCIAL, BUDGET AND DEBT POLICIES	
Original Version Effective: 09/24/2007	See end of document for complete policy history
Current Version Effective: 10/10/2022	

Policy Framework:

The purpose of the Financial, Budget and Debt Policies is to guide the City Council and other City officials in developing sustainable, balanced budgets and managing the City's finances in a prudent manner consistent with best practices. The City's commitment to adopting and operating within a balanced budget is a core financial value and policy of the City.

The City of Rolling Hills Financial Policies represents the City's framework for planning and management of the City's fiscal resources. Adherence to the Financial Policies promote sound financial management which can lead to unqualified annual audits, provide assurance to the taxpayers 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 City Council Finance / Budget Committee shall serve as the City's audit committee for the purpose of recommending the selection of an auditor to the City Council, meeting with the City Auditor, reviewing the annual audit and necessary financial statements, responding to conflicts between management and the auditor and responding to fraudulent activities. The City Council will conduct a competitive process for the selection of the independent external auditor every 6 years to be in conformance with California Government Code Section 12410.6(b). Any non- audit work performed by the independent external auditor, if allowed, will be done under a separate contract approved by the City Council.

The City Manager shall be responsible for developing and, as appropriate, implementing and managing these policies as well as subsidiary policies that execute the City's Financial Policies.

The City's 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).

1. Financial Reporting Entity:

The City of Rolling Hills was incorporated in 1957 under the general laws of the State of California. The City operates under the Council-Manager form of government. The City Council consists of five members elected at large for overlapping four-year terms. The Mayor and Mayor Pro-Tem are selected from the City Council members and serve a one-year term. The City Council appoints a City Manager, City Attorney and City Treasurer. In addition, the City Council appoints the members of advisory Commissions and Committees.

The City, directly or by contract, provides municipal services as authorized by statute. Services provided include:

- Public safety through the Los Angeles County Sheriff and Fire Department
- Refuse collection by contract with a private hauler
- Water through California Water Service Company
- Sewer through Los Angeles County Sanitation Districts
- Recreation
- Public improvements
- Planning and zoning
- General administrative and support services

2. 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 practical time.

- The financial report should be in conformity with GAAP, demonstrate compliance with finance related legal and contractual provisions, disclose thoroughly with detail sufficient to minimize ambiguity and potential for misleading interferences.

- 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.

- 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.

- The City shall evaluate the fiscal impact of proposed changes in employee benefits to be provided. Prior to assuming liability for expanded benefits,

a viable funding plan with estimates of long term impacts shall be incorporated into 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 next present value of accruing liabilities, 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 monthly interim revenue and expenditure reports and a Mid-Year Review to allow evaluation of potential discrepancies from budget assumptions.

3. Internal Control Accounting Policies:

To provide a reasonable basis for making management's required representations concerning the finances of the City.

- Accounting Records – Maintain accounting records in accordance with Generally Accepted Accounting Principles (GAAP).

- Monthly Posting – Post a monthly record, which maintains each month's activities separate and distinct from another month's work. This provides visibility in locating errors and fixing corrections. Accounting ledgers will be reviewed and reconciled on a monthly basis to supporting documentation – Cash Receipts, Accounts Payable, Payroll and Monthly Journal Entries.

- Sequential Number – Sequentially numbered instruments will be used for checks and cash receipts. Pre-numbered receipts are controlled and accounted for by an individual with no accounting handling responsibilities. The City's pre-numbered checks and pre-numbered cash receipts should be safeguarded in the Vault. All copies of voided receipt forms are retained, accounted for, and documented.

- Audit Trail – The City's accounting records and systems shall provide an audit trail (e.g. paper document) that allows for the tracing of each transaction from its original document to completion.

4. Operating Management Policies:

The budget process is intended to weigh all competing requests for City resources within expected fiscal constraints. Requests for new, on-going programs made outside the budget process will be discouraged.

- Budget development will consider multi-year implications of current decisions and allocations and use conservative revenue forecasts.

- 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 City Manager) and appropriated by the City Council.

- Current revenues will fund current expenditures. City revenues will be managed to protect programs from short-term fluctuations that impact expenditures.

- The City will endeavor to identify entrepreneurial solutions to cover or recover costs of operating program.

- The City shall strive to avoid returning to the City Council for new or expanded appropriations during the fiscal year. Exceptions may include emergencies, unforeseen impacts, mid-year adjustments or new opportunities.

- Additional personnel will be requested after service needs have been thoroughly examined and is substantiated for new program initiatives or policy directives.

- All non-Enterprise user fees and charges will be evaluated at least every three years to determine the direct and indirect cost recovery rate. The analysis will be presented to the City Council.

- 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 the Finance Director and approved by the City Manager.

- 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-year outlook.

- Cash and investment programs will be maintained in accordance with the Government Code and the adopted investment policy 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.

5. Capital Management Policies:

- 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 at least one year with a cost of $5,000 or more per the City's resolution Number 953.
- The Finance Department shall utilize the straight-line method of calculating depreciation over the estimated useful life for all classes of assets.
- The capital improvement plan will attempt to include, in addition to current operating maintenance expenditures, adequate funding to support, repair and replace deteriorating infrastructure and avoid a significant unfunded liability.
- Capital improvement lifecycle costs will be coordinated with the development of the City's operating budget. Future operating, maintenance, and replacement costs associated with new capital improvements will be forecast, matched to available revenue sources and be included in the operating budget. Capital project contract awards or purchases will include a fiscal impact statement disclosing the expected operating impact of the project or acquisition and when such cost is expected to occur.

6. Reserve Policies:

Given the City's vulnerability to natural disasters, such as flooding, mudslides, earthquakes, and wildfires, the City has established a requirement pursuant to this policy document of maintaining a General Fund operating reserve in the form of cash and investments of at least 100% of prior year audited annual General Fund revenues. These funds will be available to not only address the immediate and short-term financial impacts of a natural disaster, but also to cover other unforeseen events and circumstances that have a material financial impact to the General Fund.

In addition, these reserve policies establish the following requirements and/or guidelines:

- One-time revenue windfalls should be designated as a reserve or used for onetime expenditures. The funds should not be used for on-going operations. For purposes of this policy, one-time revenue windfalls shall include:

    - CalPERS rebates
    - Tax revenue growth in excess of 10% in a single year
    - Unexpected revenues (e.g., litigation settlement)
    - Any other revenues the City Council may elect to designate as extraordinary

- All unexpended General Funds from the prior fiscal year will be deposited in the General Fund Reserve Fund (Rainy Day Fund.)

- The City will strive to maintain the Municipal Self-Insurance Fund with a July 1 balance of $250,000.

- The City will strive to transfer $250,000 annually into the Utilities Fund for the purpose of building up the necessary balance for underground projects.

- Enterprise Fund (e.g., for refuse collection) user fees and charges will be examined annually to ensure that they recover all direct and indirect costs of the service, provide for capital improvements and maintenance and maintain adequate reserves. Moreover, 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 current cash reserves shall be adjusted annually and will be equal to the proposed annual General Fund subsidy to the Refuse Fund and will be budgeted as a Transfer into the Refuse Fund.

- The City has established a Pension Rate Stabilization Program Section 115 Trust. The Trust was created to fund the City's unfunded PERS Pension Liability. As funds are available they would be deposited into the Trust in order to maintain adequate reserves.

7. Budget Policies:

The function of the City of Rolling Hills is primarily administrative.

A. Categories of Funds

- The City's annual budget contains fifteen different funds managed in conformance with the City's Fund Balance Policy:

  General Fund
  Community Facility Fund
  Self-Insurance Fund
  Refuse Fund Traffic Fund Transit Fund - Proposition A
  Transit Fund - Proposition C
  Transit Fund – Measure R
  Transit Fund – Measure M
  LA County Measure W
  Capital Projects Fund
  Citizens Options for Public Safety Fund (COPS) Fund
  California Law Enforcement Equipment Program (CLEEP) Fund.
  Utility Fund
  OPEB (Post-Employment Benefits Other Than Pensions) Fund

- Each fund is considered to be a separate accounting entity for budgeting and financial reporting purposes.

- The operations of each fund are accounted for by providing a separate set of self-balancing accounts which are comprised of each fund's assets, liabilities, equity, revenues and expenditures, as appropriate.
- The City resources are allocated to and for individual funds based upon the purpose of the spending activities.
- All funds and reserves will be evaluated annually for long-term adequacy and use requirements in conjunction with development of the City's long-term budget assumptions.
- For approved capital projects unexpended budget appropriations would be reviewed annually by the Finance/Budget/Audit Committee for recommendation for carryover to the following fiscal year.

B. Operating Budget Guidelines

- The Budget is detailed - Expenditures are authorized line by line, item by item. Line items are used to limit precisely the amount and narrowly define what can be spent.
- The Budget is annual - The annual budget period is from July 1 to June 30. The time span of the authority to spend is restricted to one year. Each year the regular cycle of budgeting is repeated.
- The budget is comprehensive – The budget is prepared for all funds expended by the City.
- The City adopts a budget by June 30 of each year.
- Comparative Data - Comparative data from the prior year is presented in the annual budget in order to provide an understanding of changes in the City's financial position and operation.
- Public Hearing - The City Council reviews a tentative budget and adopts the final budget. A public hearing is conducted to receive comments prior to adoption.

C. Financial Review

Throughout the fiscal year, monthly financial reports comparing actual amounts with budgeted amounts are prepared by the Finance Director and submitted to the City Manager and members of the City Council. As these reports are reviewed, attention is drawn to variances between budgeted amounts and actual amounts.

D. Budgeted Revenues & Expenditures

The City reviews fees and charges to keep pace with the cost of providing the service.

8. <u>Debt Management Policies:</u>

The City will seek to avoid incurring debt. While the City is disposed to funding capital improvements and expenditures on a cash basis, the City will consider, and when necessary, enter into debt financing for citywide public improvement projects such as sewers and utility undergrounding.

- Lease Equipment - Office Equipment has been leased on a monthly basis with the expense incurred at the time of payment.

Policy Administrative History:

Adopted September 24, 2007
Revised and Adopted March 24, 2008
Revised and Adopted February 23, 2009
Revised and Adopted March 8, 2010
Reviewed and Adopted February 28, 2011
Revised and Adopted May 23, 2011
Reviewed and Adopted May 14, 2012
Reviewed and Adopted April 22, 2013
Revised and Adopted September 9, 2013
Reviewed and Adopted March 24, 2014
Reviewed and Adopted April 27, 2015
Reviewed and Revised April 25, 2016
Reviewed and Adopted April 24, 2017
Reviewed and Adopted April 22, 2019
Reviewed and Adopted May 11, 2020
Reviewed and Adopted May 23, 2022
Reviewed and Adopted October 10, 2022

Agenda Item No.: 1.B
Mtg. Date: 03/09/2023

TO: **HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

FROM: **JOHN SIGNO, DIRECTOR OF PLANNING & COMMUNITY SERVICES**

THRU: **ELAINE JENG P.E., CITY MANAGER**

SUBJECT: **PROPOSED CHANGES TO CITY OF ROLLING HILLS FEE SCHEDULE**

DATE: **March 09, 2023**

BACKGROUND:
Advertising Fee:

During the 2022-2023 Fiscal Year (FY) budget process, the cost of advertising public hearing notices was discussed and staff was directed to recoup advertising costs from applicants of development projects. In previous years, public notices published in the newspaper would be paid by the City out of the General Fund. Starting July 1, 2022, staff began collecting a deposit of $750 for new development applications. However, tracking a deposit is difficult and time-consuming because of overhead charges and staff time. Deposits are reimbursed to the applicant for unused amounts or if the deposit does not cover costs then staff must request more funds from the applicant.

It should be noted that for FY 2022-2023, Council approved a budget of $15,000 in revenues to cover advertising costs from private development projects.

False Alarm Fee:

Section 3 (G) of the City adopted fee schedule (Resolution No. 1297) establishes fees for responses to residents' false alarms, which are handled by Los Angeles County Sheriffs pursuant to a contract between the City and the County for public safety services. The fee schedule grants two (2) warnings, a $50 fee for the 3rd instance, and increasing to $200 for the 6th instance within a year. If not paid after 30 days, the fees range from $100 for the 3rd instance to $1,000 for the 6th.

Over the last few years, residents have received false alarm notices requiring them to pay the appropriate fees. During that time, no fees have been collected by the City. Essentially, residents have collectively ignored the notices.

DISCUSSION:
Advertising Fee

It is not unusual for applicants to pay for advertising costs as part of a development application. In reviewing advertising costs from 2022, the average cost came out to $747.82 based on 12 development applications. This includes costs to publish in the Daily Breeze, postage costs for 100 letters, and an 18% overhead to cover administrative time and materials.

Project	**Daily Breeze**	**18% Overhead**	**Postage***	**18% Overhead**	**TOTAL**
4 Storm Hill Ln	$ 559.64	$ 100.74	$ 57.00	$ 10.26	$ 727.64
2 El Concho CTV	$ 481.40	$ 86.65	$ 57.00	$ 10.26	$ 635.31
23 Crest Rd E	$ 572.34	$ 103.02	$ 57.00	$ 10.26	$ 742.62
29 Crest Rd W	$ 553.89	$ 99.70	$ 57.00	$ 10.26	$ 720.85
8 Middleridge Ln S	$ 626.20	$ 112.72	$ 57.00	$ 10.26	$ 806.18
8 Quail Ridge N	$ 578.16	$ 104.07	$ 57.00	$ 10.26	$ 749.49
2 El Concho CTV	$ 539.72	$ 97.15	$ 57.00	$ 10.26	$ 704.13
2 Flying Mane Rd	$ 590.17	$ 106.23	$ 57.00	$ 10.26	$ 763.66
11 Flying Mane Rd	$ 719.90	$ 129.58	$ 57.00	$ 10.26	$ 916.74
12 UBWC	$ 522.72	$ 94.09	$ 57.00	$ 10.26	$ 684.07
21 Chuckwagon Rd	$ 544.32	$ 97.98	$ 57.00	$ 10.26	$ 709.56
12 UBWC	$ 632.48	$ 113.85	$ 57.00	$ 10.26	$ 813.59
TOTAL	$ **6,920.94**	$ **1,245.77**	$ **684.00**	$ **123.12**	$ **8,973.83**
AVERAGE	$ **576.75**	$ **103.81**	$ **57.00**	$ **10.26**	$ **747.82**
			*Postage is 57 cents times 100 stamps		
			**Depending on where a property is located, mailing can be sent to 30-120 properties		

The table above does not include the City's cost in advertising for code amendments and General Plan amendments, which are covered by the City's General Fund.

As of January 24, 2023, the US Postal Service raised the cost of postage from $0.57 to $0.63 which is a 10.5% increase. This increase, along with inflation, will lead to advertising costs becoming more expensive.

Staff recommends that the Committee formalize the advertising fee in the City's fee schedule and charge $750 from applicants to recover the advertising cost. The advertising fee should go into effect as soon as the City Council approves the updated fee resolution.

False Alarm Fees

The City has two immediate options. The first is to simply eliminate the fee from the fee schedule. Currently there are approximately thirty (30) outstanding unpaid fees ranging from $50 to $100, which are all more than thirty days old. Ignoring the late penalties, the outstanding fees total approximately $2,500. Given the small amount of the fee and the administrative costs incurred to send out notices and to track the notices sent and fees outstanding, the efficacy of the fee is clearly lacking.

The second option is for the City to become more aggressive about collecting the fees. One of the most expedient and reliable ways is to work with the County to Los Angeles to add uncollectible fees to the County's property tax bill. This approach will almost certainly result in the collection of virtually all outstanding fees. However, the administrative costs to make this happen will go up substantially since the process to have the County add these fees to tax bills is fairly cumbersome and the County charges for this service. Staff believes this option would be worth pursuing only if the fees were increased to not only cover the cost of City staff time, but also the amount actually paid to the County Sheriff for responding to the false alarms. Staff has not analyzed what all of these costs would come to and, thus, what an appropriate fee would amount to; but if the Committee and/or Council wished to further evaluate such an approach, staff could certainly work on gathering this data.

Staff recommends that the Committee eliminate the false alarm fee.

FISCAL IMPACT:
Recovering the advertising fee of $750 from development applicants will save the City an estimated $15,000 per year.

Eliminating the nominal false alarm fee would not result in any revenue loss but would eliminate the cost of staff time currently spent issuing and monitoring the notices.

RECOMMENDATION:
Staff recommends the Committee: (1) Direct staff to include an advertising fee of $750 in the next Fee Schedule to recoup costs for publishing in the Daily Breeze newspaper and mailing notices to residents; and (2) direct staff to eliminate the false alarm fee from the Fee Schedule.

ATTACHMENTS:
ResolutionNo1297_FeeSchedule_FY22-23_CTV_Update_E.pdf
ResolutionNo13XX_FeeSchedule_FY23-24_AdvertisingFee_Temp.pdf

RESOLUTION NO. 1297

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS MODIFYING THE ROLLING HILLS FEE RESOLUTION AND REPEALING RESOLUTION NO. 1278.

THE CITY COUNCIL OF THE CITY OF ROLLING HILLS DOES HEREBY RESOLVE AS FOLLOWS:

Section 1: The following fees are established and charged for applications for processing discretionary cases for Planning, Zoning and Subdivisions and shall be paid by the applicant prior to submission for public hearing, pursuant to Title 16 (Subdivision) and Title 17 (Zoning) of the Rolling Hills Municipal Code:

A.	Site Plan Review	$ 1,500
B.	Conditional Use Permit	$ 1,500
C.	Variance	$ 1,250
D.	Variance, Minor	$ 750
	1. Minor deviation into required yard setback, not exceeding 5' and attached to main residential structure	
E.	Multiple discretionary reviews;	Most expensive fee for the first review and 1/2 fee for second review. No cost for third or more reviews.
F.	Lighting Ordinance Modification	$ 375
G.	Outdoor Lighting Audit	$ 150 (initiated by resident)
H.	Time extension	$ 200
I.	Zone Change	$ 2,000
J.	General Plan Amendment	$ 2,000
K.	Zoning/Subdivision Code Amendment	$ 2,000
L	Discretionary Approval Modification	$ 2/3 of original application fee
M.	Appeal Fee	$ 2/3 of original application fee
N.	City Council and Planning Commission interpretation	$ 375 Fee to be credited if results in filing of a formal

	and miscellaneous reviews	application to City Council or Planning Commission
O.	Environmental Review fees for discretionary permits	
	1. Preparation and Staff Review of Initial Study	$ 200
	2. Preparation of Negative Declaration or Mitigated Negative Declaration	$ 50 (plus fee charged by CA Department of Fish and Wildlife, applicable, as adjusted annually)
P.	Environmental Impact Reports	Consultant fee plus 10%
Q.	County Clerk Processing Fee	County fee
R.	Lot Line Adjustment	$ 1,500, plus County fee
S.	Tentative Parcel/Tract Map	$ 1,500, plus County fee
T.	Final Parcel/Tract Map	County fee
U.	Zoning violation and construction penalty fee	$ 1,500

1. Applications for illegal or "as built" grading or construction or non-compliance with approved plans for projects that require Planning Commission review. Fee is charged in addition to the discretionary application review fee.

V.	Stop work order	$ 200

1. Fee charged for each additional "stop work order" that is issued beyond the original stop work order for illegal construction and grading activity.

W.	Service Request (For services provided by L.A. County not included in the General Services Agreement)	County fee, plus 20%
X.	Appeal of Zone Clearance	$ 375
Y.	Stable Use Permit (For stables under 800 sq ft considered by the Planning Commission)	$ 375
Z.	Major Remodel Review (For remodels of more than 50% demolition)	$ 375

Section 2. The following fees are established and charged for applications for processing View Impairment, Traffic Commission, and Accessory Dwelling Unit cases:

A.	View Impairment		
1.	Review by Committee on Trees and Views Processing fee		
A.	Complaint against single property		$2,000
B.	Complaint against multiple properties		$2,000 per property
2.	Environmental Review Fees		
A.	Preparation and Staff Review of Initial Study		$ 200
B.	Preparation of Negative Declaration or Mitigated Negative Declaration		$ 50 (plus fee charged by CA Department of Fish and Wildlife, if applicable, as adjusted annually)
B.	Traffic Commission Review		
1.	New driveways or other traffic related items		$ 300
C.	Accessory Dwelling Unit		
1.	Accessory Dwelling Unit or Junior Accessory Dwelling Unit		$ 375

Section 3. The following fees are established and charged for General Administration processing:

A.	General Plan	$ 30
B.	Zoning Code	$ 25
C.	Subdivision Code	$ 25
D.	Budget	$ 30
E.	Zoning Map	$ 3
F.	Xeroxed copies, each page	$ 0.25

G. False Alarms

Fee for 1st and 2nd incident involving a false alarm is waived

		If paid within 30 days	If paid after 30 days
3rd	false alarm	$ 50	$100
4th	false alarm	$ 100	$300
5th	false alarm	$ 150	$600
6th	false alarm	$ 200	$1,000

Section 4. The following fees are established and shall be collected for each permit pursuant to Title 15, (Building and Construction) of the Rolling Hills Municipal Code:

A.	1.	BUILDING PERMIT	Two and one-quarter times the amount set forth in the Building Code for each fee, table and schedule therein.
	2.	PARKS AND RECREATION	Each new residential dwelling shall pay 2% of the first $ 100,000 of construction valuation, plus 0.25% of such valuation over $ 100,000.
B.		PLUMBING PERMIT	Two and one-quarter times the amount set forth in the Plumbing Code for each fee, table and schedule therein.
C.		MECHANICAL PERMIT	Two and one-quarter times the amount set forth in the Mechanical Code for each fee, table and schedule therein.
D.		ELECTRICAL PERMIT	Two and one-quarter times the amount set forth in the Electrical Code for each fee, table and schedule therein.
E.		GEOTECHNICAL REPORT, SITE AND PLAN REVIEW	0.42% of the valuation of the proposed structures; however, minimum fee shall be $ 535.00 and the maximum fee shall be $ 3,588.00
F.		SOLAR AND PHOTOVOLTAIC SYSTEMS AND APPURTENANT EQUIPMENT	The amount set forth in the Los Angeles County Building and Electrical Codes for each fee, table and

schedule therein, plus $ 60.11 City administrative fee.

Section 5. The following fees are established and shall be collected for each permit pursuant to Title 15, (Building and Construction) of the Rolling Hills Municipal Code for review conducted by the City's contract building official, other than Los Angeles County Department of Building and Safety:

A.	BUILDING PERMIT	In addition to the provisions of Section 4 A.1 of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees shall be charged for the alternative use of the City's contract building official.
B.	PLUMBING PERMIT	In addition to the provisions of Section 4 B. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees shall be charged for the alternative use of the City's contract building official.
C.	MECHANICAL PERMIT	In addition to the provisions of Section 4 C. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees shall be charged for the alternative use of the City's contract building official.
D.	ELECTRICAL PERMIT	In addition to the provisions of Section 4 D. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees shall be charged for the alternative use of the City's contract building official.
E.	GEOTECHNICAL REPORT, SITE AND PLAN REVIEW	In addition to the provisions of Section 4 E. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fess shall be charged for the alternative use of the City's contract building official.

F.	SOLAR AND PHOTOVOLTAIC SYSTEMS AND APPURTENANT EQUIPMENT	In addition to the provision of Section 4 F. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees, plus $60.11 City administrative fee, shall be charged for the alternative use of the City's contract building official.

Section 6. The following fees are established and shall be collected for each permit relating to construction and demolition waste:

A.	CONSTRUCTION AND DEMOLITION PERMIT	$ 150 single project permit, plus $1,000 deposit refundable upon submittal of a Certificate of Compliance.

Section 7. The following fines are established for issuance of administrative citations relating to a violation of Chapter 9.58 of the Rolling Hills Municipal Code:

Administrative Penalty for violation of Chapter 9.58	$ 2,500	1st violation
	$ 5,000	2nd violation within one year of the 1st violation
	$ 7,500	Each additional violation within one year of the 1st violation

Section 8. The following fees are established and charged for processing landscaping submittals subject to the requirements of the Water Efficient Landscape Ordinance.

Review of landscape submittal package and verification of compliance	$1,500 (portion refunded if not spent; additional funds may be collected, if needed to complete the review); plus $5,000 deposit refundable upon submittal of a Certificate of Compliance.

Section 9. The following fees are established and charged for processing utility pole removal reimbursement applications pursuant to City Council Resolution No. 1259.

Review of utility pole removal reimbursement application.	$100
Appeal of utility pole removal reimbursement decision.	$300

Section 10. The following fee is established and charged for processing wireless telecommunication facility applications:

Application fee:	$1,000

Section 11. Should the City accept payment of any fee identified in this resolution by means of credit card, an additional 3% surcharge on such fee shall be charged as a convenience fee for processing the payment. When City accepts payment by means of credit card, it shall also accept payment by means of cash or check.

Section 12. The fees set forth do not exceed the estimated reasonable cost of providing such services.

Section 13. The City Council Resolution No. 1278 is hereby repealed and superseded by this Resolution .

PASSED, APPROVED, AND ADOPTED this 25th day of July, 2022

for

JIM BLACK
MAYOR

ATTEST:

CHRISTIAN HORVATH
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) §§
CITY OF ROLLING HILLS)

I certify that the foregoing Resolution No. 1297 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS MODIFYING THE ROLLING HILLS FEE RESOLUTION AND REPEALING RESOLUTION NO. 1278

was approved and adopted at a regular meeting of the City Council on the 25th day of July 2022 by the following roll call vote:

AYES: Dieringer, Mirsch, Mayor Pro Tem Wilson

NOES:

ABSENT: Pieper, Black

ABSTAIN:

and in compliance with the laws of California was posted at the following:

Administrative Offices.

CHRISTIAN HORVATH
CITY CLERK

RESOLUTION NO. 13XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS MODIFYING THE ROLLING HILLS FEE RESOLUTION AND REPEALING RESOLUTION NO. 1297.

THE CITY COUNCIL OF THE CITY OF ROLLING HILLS DOES HEREBY RESOLVE AS FOLLOWS:

Section 1: The following fees are established and charged for applications for processing discretionary cases for Planning, Zoning and Subdivisions and shall be paid by the applicant prior to submission for public hearing, pursuant to Title 16 (Subdivision) and Title 17 (Zoning) of the Rolling Hills Municipal Code:

A.	Site Plan Review	$ 1,500
B.	Conditional Use Permit	$ 1,500
C.	Variance	$ 1,250
D.	Variance, Minor	$ 750
	1. Minor deviation into required yard setback, not exceeding 5' and attached to main residential structure	
E.	Multiple discretionary reviews;	Most expensive fee for the first review and 1/2 fee for second review. No cost for third or more reviews.
F.	Lighting Ordinance Modification	$ 375
G.	Outdoor Lighting Audit	$ 150 (initiated by resident)
H.	Time extension	$ 200
I.	Zone Change	$ 2,000
J.	General Plan Amendment	$ 2,000
K.	Zoning/Subdivision Code Amendment	$ 2,000
L	Discretionary Approval Modification	$ 2/3 of original application fee
M.	Appeal Fee	$ 2/3 of original application fee
N.	City Council and Planning Commission interpretation	$ 375 Fee to be credited if results in filing of a formal

	and miscellaneous reviews	application to City Council or Planning Commission
O.	Environmental Review fees for discretionary permits	
	1. Preparation and Staff Review of Initial Study	$ 200
	2. Preparation of Negative Declaration or Mitigated Negative Declaration	$ 50 (plus fee charged by CA Department of Fish and Wildlife, applicable, as adjusted annually)
P.	Environmental Impact Reports	Consultant fee plus 10%
Q.	County Clerk Processing Fee	County fee
R.	Lot Line Adjustment	$ 1,500, plus County fee
S.	Tentative Parcel/Tract Map	$ 1,500, plus County fee
T.	Final Parcel/Tract Map	County fee
U.	Zoning violation and construction penalty fee	$ 1,500
	1. Applications for illegal or "as built" grading or construction or non-compliance with approved plans for projects that require Planning Commission review. Fee is charged in addition to the discretionary application review fee.	
V.	Stop work order	$ 200
	1. Fee charged for each additional "stop work order" that is issued beyond the original stop work order for illegal construction and grading activity.	
W.	Service Request (For services provided by L.A. County not included in the General Services Agreement)	County fee, plus 20%
X.	Appeal of Zone Clearance	$ 375
Y.	Stable Use Permit (For stables under 800 sq ft considered by the Planning Commission)	$ 375
Z.	Major Remodel Review (For remodels of more than 50% demolition)	$ 375

Section 2. The following fees are established and charged for applications for processing View Impairment, Traffic Commission, and Accessory Dwelling Unit cases:

A. View Impairment

1. Review by Committee on Trees and Views Processing fee

A.	Complaint against single property	$2,000
B.	Complaint against multiple properties	$2,000 per property

2. Environmental Review Fees

A.	Preparation and Staff Review of Initial Study	$ 200
B.	Preparation of Negative Declaration or Mitigated Negative Declaration	$ 50 (plus fee charged by CA Department of Fish and Wildlife, if applicable, as adjusted annually)

B. Traffic Commission Review

1. New driveways or other traffic related items $ 300

C. Accessory Dwelling Unit

1. Accessory Dwelling Unit or Junior Accessory Dwelling Unit $ 375

Section 3. The following fees are established and charged for General Administration processing:

A.	General Plan	$ 30
B.	Zoning Code	$ 25
C.	Subdivision Code	$ 25
D.	Budget	$ 30
E.	Zoning Map	$ 3
F.	Xeroxed copies, each page	$ 0.25

G. ~~False Alarms~~

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~~Fee for 1st and 2nd incident involving a false alarm is waived~~

	~~If paid within 30 days~~	~~If paid after 30 days~~
~~3rd false alarm~~	~~$ 50~~	~~$100~~
~~4th false alarm~~	~~$ 100~~	~~$300~~
~~5th false alarm~~	~~$ 150~~	~~$600~~
~~6th false alarm~~	~~$ 200~~	~~$1,000~~

Section 4. The following fees are established and shall be collected for each permit pursuant to Title 15, (Building and Construction) of the Rolling Hills Municipal Code:

A.	1.	BUILDING PERMIT	Two and one-quarter times the amount set forth in the Building Code for each fee, table and schedule therein.
	2.	PARKS AND RECREATION	Each new residential dwelling shall pay 2% of the first $ 100,000 of construction valuation, plus 0.25% of such valuation over $ 100,000.
B.		PLUMBING PERMIT	Two and one-quarter times the amount set forth in the Plumbing Code for each fee, table and schedule therein.
C.		MECHANICAL PERMIT	Two and one-quarter times the amount set forth in the Mechanical Code for each fee, table and schedule therein.
D.		ELECTRICAL PERMIT	Two and one-quarter times the amount set forth in the Electrical Code for each fee, table and schedule therein.
E.		GEOTECHNICAL REPORT, SITE AND PLAN REVIEW	0.42% of the valuation of the proposed structures; however, minimum fee shall be $ 535.00 and the maximum fee shall be $ 3,588.00

F.	SOLAR AND PHOTOVOLTAIC SYSTEMS AND APPURTENANT EQUIPMENT	The amount set forth in the Los Angeles County Building and Electrical Codes for each fee, table and schedule therein, plus $ 60.11 City administrative fee.

Section 5. The following fees are established and shall be collected for each permit pursuant to Title 15, (Building and Construction) of the Rolling Hills Municipal Code for review conducted by the City's contract building official, other than Los Angeles County Department of Building and Safety:

A.	BUILDING PERMIT	In addition to the provisions of Section 4 A.1 of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees shall be charged for the alternative use of the City's contract building official.
B.	PLUMBING PERMIT	In addition to the provisions of Section 4 B. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees shall be charged for the alternative use of the City's contract building official.
C.	MECHANICAL PERMIT	In addition to the provisions of Section 4 C. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees shall be charged for the alternative use of the City's contract building official.
D.	ELECTRICAL PERMIT	In addition to the provisions of Section 4 D. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees shall be charged for the alternative use of the City's contract building official.
E.	GEOTECHNICAL REPORT, SITE AND PLAN REVIEW	In addition to the provisions of Section 4 E. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fess shall be

		charged for the alternative use of the City's contract building official.
F.	SOLAR AND PHOTOVOLTAIC SYSTEMS AND APPURTENANT EQUIPMENT	In addition to the provision of Section 4 F. of this resolution, a 25% surcharge on Los Angeles County Department of Building and Safety fees, plus $60.11 City administrative fee, shall be charged for the alternative use of the City's contract building official.

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Review of utility pole removal reimbursement application.	$100

Appeal of utility pole removal reimbursement decision.	$300

Section 10. The following fee is established and charged for processing wireless telecommunication facility applications:

Application fee:	$1,000

Section 11. The following fee is established and charged for processing advertising costs:

Advertising fee:	$750

Section 12. Should the City accept payment of any fee identified in this resolution by means of credit card, an additional 3% surcharge on such fee shall be charged as a convenience fee for processing the payment. When City accepts payment by means of credit card, it shall also accept payment by means of cash or check.

Section 13. The fees set forth do not exceed the estimated reasonable cost of providing such services.

Section 14. The City Council Resolution No. 13XX is hereby repealed and superseded by this Resolution .

PASSED, APPROVED, AND ADOPTED this XXth day of XX, 2023.

_____
PATRICK WILSON
MAYOR

ATTEST:

_____
CHRISTIAN HORVATH
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) §§
CITY OF ROLLING HILLS)

I certify that the foregoing Resolution No. 13XX entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS MODIFYING THE ROLLING HILLS FEE RESOLUTION AND REPEALING RESOLUTION NO. 1297

was approved and adopted at a regular meeting of the City Council on the XXth day of XX 2023 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

and in compliance with the laws of California was posted at the following:

Administrative Offices.

_____
CHRISTIAN HORVATH
CITY CLERK

Agenda Item No.: 1.C
Mtg. Date: 03/09/2023

TO: **HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

FROM: **ROBERT SAMARIO, FINANCE DIRECTOR**

THRU: **ELAINE JENG P.E., CITY MANAGER**

SUBJECT: **FISCAL YEAR 2023/24 GENERAL FUND BUDGET BALANCING**

DATE: **March 09, 2023**

BACKGROUND:
The fiscal year 2022/23 General Fund budget is balanced with over $400,000 of either one-time revenues or reserves. The one-time revenues consists of $220,682 in federal relief funds received under the American Rescue Plan Act, funding provided to all state and local governments is response to the national fiscal impacts of the pandemic. Based on very preliminary revenue projections, the deficit for next year has decreased slightly to approximately $350,000.

On January 23, 2023, the City Council directed staff to work with the Finance/Budget/Audit Committee to develop a recommended balancing strategy for Council's consideration. Two meetings were scheduled with the Finance Committee.

The first meeting was held February 13, 2023, during which the Committee reviewed staff recommended budget reductions and broad categories of expenditures that would need to be considered for reduction in order to balance the budget.

DISCUSSION:
At the first meeting on February 13, 2023, the Committee requested a detailed listing of each General Fund expenditure account. In response, staff has created and attached report showing each line-item expenditure account by department for the General Fund. Note, the report excludes all salary and benefit accounts since any cuts to the staffing will require a separate analysis and discussion.

In addition, staff has included details for each account indicating the details of what types of costs are included in each account. In some cases, the description of the account, such as "Conference Expenses", is self explanatory. However, in other cases, the account description is not self explanatory, thus the details included in the report should be helpful in assessing where costs can be, or need to be, cut.

FISCAL IMPACT:
None - discussion only.

RECOMMENDATION:
Staff recommends that the Finance Committee develop a set of recommendations for addressing the estimated $350,000 General Fund structural deficit.

ATTACHMENTS:
CL_AGN_230309_FBA_LineItemExpenditureDetail_GeneralFund.pdf

CITY OF ROLLING HILLS
General Fund Expenditure Budget
Ongoing Operating Expenditures
Fiscal Year 2022/23

	Department/Object Account	Ongoing Amended Budget	Budget Elements
01 - CITY ADMINISTRATOR			
740	Office Supplies	$ 11,000	Office Supplies Paid by Credit Card ($6,000); Misc Supplies ($5,000)
745	Equipment Leasing Costs	11,450	Postage Meter Leasing Cost ($2600); Copier Maint Cost ~$7000); Folding Mach Maint ($1750)
750	Dues & Subscriptions	16,240	Southbay COG Fee ($7,000); SCACity ($500); CCCA ($1,500); SCAG Fee ($500); LOCC Fee ($2,500); PV Coord. Council ($100); Misc ($1,000)
755	Conference Expense	10,000	Conferences for City Manager and Staff
757	Meetings Expense	2,000	Meeting Expenses for CM and Staff
759	Training & Education	5,000	Training
761	Auto Mileage	500	Mileage Reimbursement
765	Postage	21,000	Postage for newsletters and notices (public and private development)
775	City Council Expense	10,000	$1000 Meeting, Travel, Conf. for Each Council member; $5,000 Pooled
776	Miscellaneous Expenses	6,200	Misc Items (E.g., Employee Photos)
780	Comm./Newsletters & Outreach	5,000	Newsletters
785	Codification (Online Hosting Muni Code)	5,000	Muni Code Hosting (Civic Plus)
790	Advertising	2,400	City Advertising and Noticing Costs (non development)
795	Other Gen Admin Expense	1,050	Payroll Link Fees; Background Checks; Employee Drug Testing
801	City Attorney	120,000	General Services - BBK
802	Legal Expense - Other	3,000	Extra Non-Recurring Legal Services
820	Website	6,000	Website hosting (Network Solution); Content Mgmt Services (Revise)
850	Election Expense City Council	15,000	Primarily Needed Every Other Year for Election Costs
891	Records Management	1,700	Laserfiche Services (File Keeper)
	Total City Administrator	**252,540**	
05 - Finance			
750	Dues & Subscriptions	2,000	Accounting Software (Abila)
810	Annual Audit	18,500	Independent Audit
890	Consulting Fees	120,000	Contracted Finance Director, Payroll Tech, and Sr. Accountant
	Total Finance	**140,500**	
15- PLANNING & DEVELOPMENT			
761	Auto Mileage	300	Personal Vehicle Use
750	Dues & Subscription	1,000	AICP/APA Membership
755	Conference Expense	5,000	Out-of-Town Conf. Expenses - Travel, Lodging, Registration, etc.
759	Training & Education	1,000	Local or Online Training

CITY OF ROLLING HILLS
General Fund Expenditure Budget
Ongoing Operating Expenditures
Fiscal Year 2022/23

	Department/Object Account	Ongoing Amended Budget	Budget Elements
790	Publication/Advertising/Noticing	15,000	Noticing for Private Development Projects - Tied to $750 Fee
802	Legal Expenses-Other	20,000	Legal Services Related to Code Enforcement
872	Planning Related Legal Exp	80,000	Planning-Related Legal Services - BBK
875	Willdan Building	50,000	Expedited Building Permit/Plan Check Services
878	Build Inspect. LA County	150,000	Contracted Building Permit/Plan Check Services
881	Storm Water Management	97,142	Storm Water Mgmt Costs Not Funded by Measure W
884	Special Project Study & Consulting	20,000	City Arborist
886	Code Enforcement	80,000	Contracted Code Enforcement Costs
928	Traffic Engineering	7,880	Traffic Engineering
	Total Planning & Development	**527,322**	
25 - Public Safety			
830	Law Enforcement	225,000	LA County Sheriff
833	Other Law Enforcement Expenses	4,000	School Security Reimb; 7% Monthly ALPR Camera Connectivity
837	Wild Life Mgmt & Pest Control	10,000	Various Pest Control Costs (e.g., Coyotes)
838	Animal Control Expense	6,000	LA County Animal Control Fees
	Total Public Safety	**245,000**	
65 - NON-DEPARTMENTAL			
895	Insurance & Bond Expense	29,657	Property, Liability, W/C Insurance Premiums
901	South Bay Comm. Organization	15,000	Community Support/Donations
915	Community Recognition	20,000	Holiday parties; volunteer recognition
917	Emergency Preparedness	221,700	Fuel Mgmt; Block Captains
	Total Non-Departmental	**286,357**	
75 - CITY PROPERTIES			
892	IT Services	54,000	City Server Cloud Hosting
893	Granicus Services	8,000	Annual Renewal
894	Computer Hardware Fund	5,000	Computer Hardware Replacements
925	Utilities	85,212	Phone, Nextiva, I-Net, Water, Gas, Electric, CCTV Lease
930	Repairs & Maintenance	35,000	$16,320 for Janitorial; $19k for Unplanned Repairs
932	Area Landscaping	12,500	Landscaping (~$8,300); Pest Control ($1,900); Misc ($2,200)
	Total City Properties	**199,712**	
	TOTALS BEFORE TRANSFERS	**1,651,431**	

CITY OF ROLLING HILLS
General Fund Expenditure Budget
Ongoing Operating Expenditures
Fiscal Year 2022/23

Department/Object Account	Ongoing Amended Budget	Budget Elements
OPERATING TRANSFERS OUT		
999 Refuse Collection Fund (Fund 50)	168,500	Subsidy
Total Transfers Out	**168,500**	
GENERAL FUND TOTALS	**$ 1,819,931**	