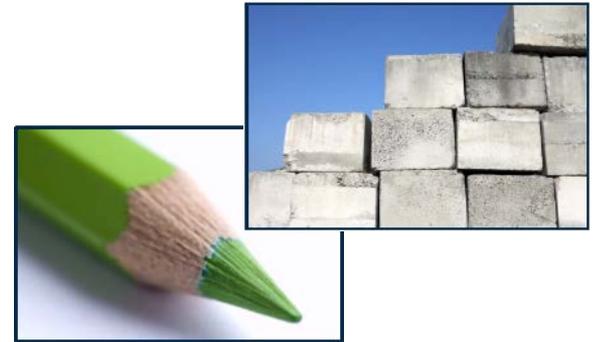




# 2015-2016 Mid-Year Operating & CIP Budget Review

JANUARY 26, 2016

CITY OF PALOS VERDES ESTATES



# Presentation Topics

**How is the fiscal plan performing compared to original budget estimates?**

**How are the Capital Improvement Projects proceeding?**

**What adjustments, if any, require attention to keep estimates up-to-date?**

**Capital Project Update**

# Mid-Year Highlights

- **On course and steady – “Rainy Day Funds” Maintained**
- **All Departments remain within budget projections**
- **Department expenses under budget – margin 7.1%**
- **Overall general revenues trending at:**
  - **.6% year-to-year growth**
  - **1 to 2% over budget estimates**
- **Property Tax – As projected**

# Mid-Year Highlights

- **Proposed transfer of \$156K to Insurance Fund**
- **Capital Projects Progressing - \$1.9 Million spent YTD**
- **Fire Parcel Tax – On Budget**
- **No Concerns with other funds**
- **Net \$317K in adjustments being requested**

# Departments Within Budget

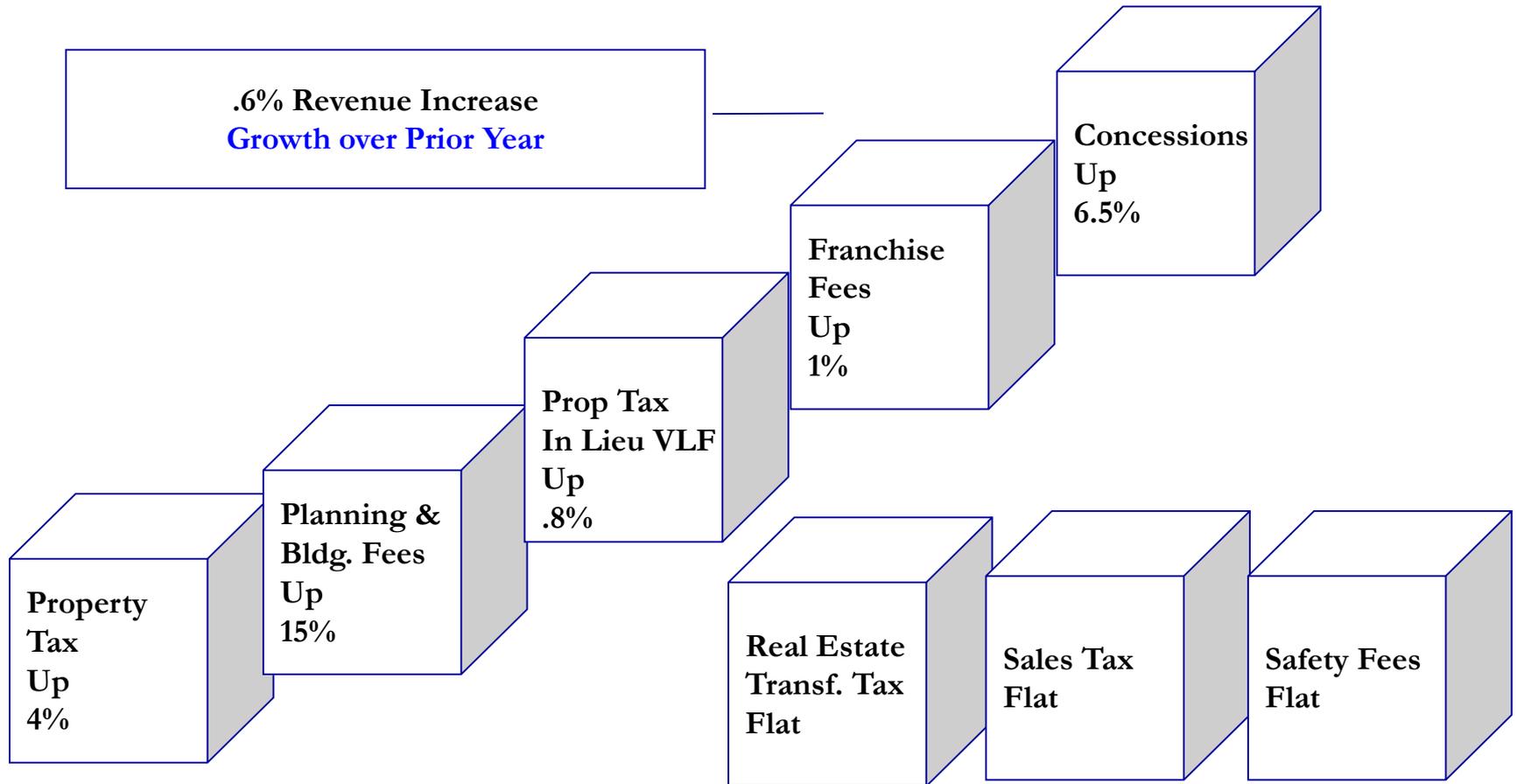
How is the fiscal plan performing compared to original budget estimates?

DEPT / DIVISION EXPENDITURES	ADJUSTED BUDGET	Y-T-D ACTUAL	PRIOR YR		BALANCE AVAILABLE	% AVAILABLE	Five Year Average
			Y-T-D ACTUAL	% USED			
ADMINISTRATION	1,113,085	485,536		43.62%	627,549	56.38%	
FINANCE	808,163	329,177		40.73%	478,986	59.27%	
POLICE	6,726,939	3,087,677		45.90%	3,639,262	54.10%	
PLANNING & BUILDING	1,398,644	594,350		42.49%	804,294	57.51%	
MAINTENANCE	2,131,126	725,468		34.04%	1,405,658	65.96%	
<b>GENERAL FUND</b>	<b>12,177,957</b>	<b>5,222,208</b>	<b>4,967,886</b>	<b>42.88%</b>	<b>6,955,749</b>	<b>57.12%</b>	<b>59.32%</b>

7.1% Under  
At  
Mid Year

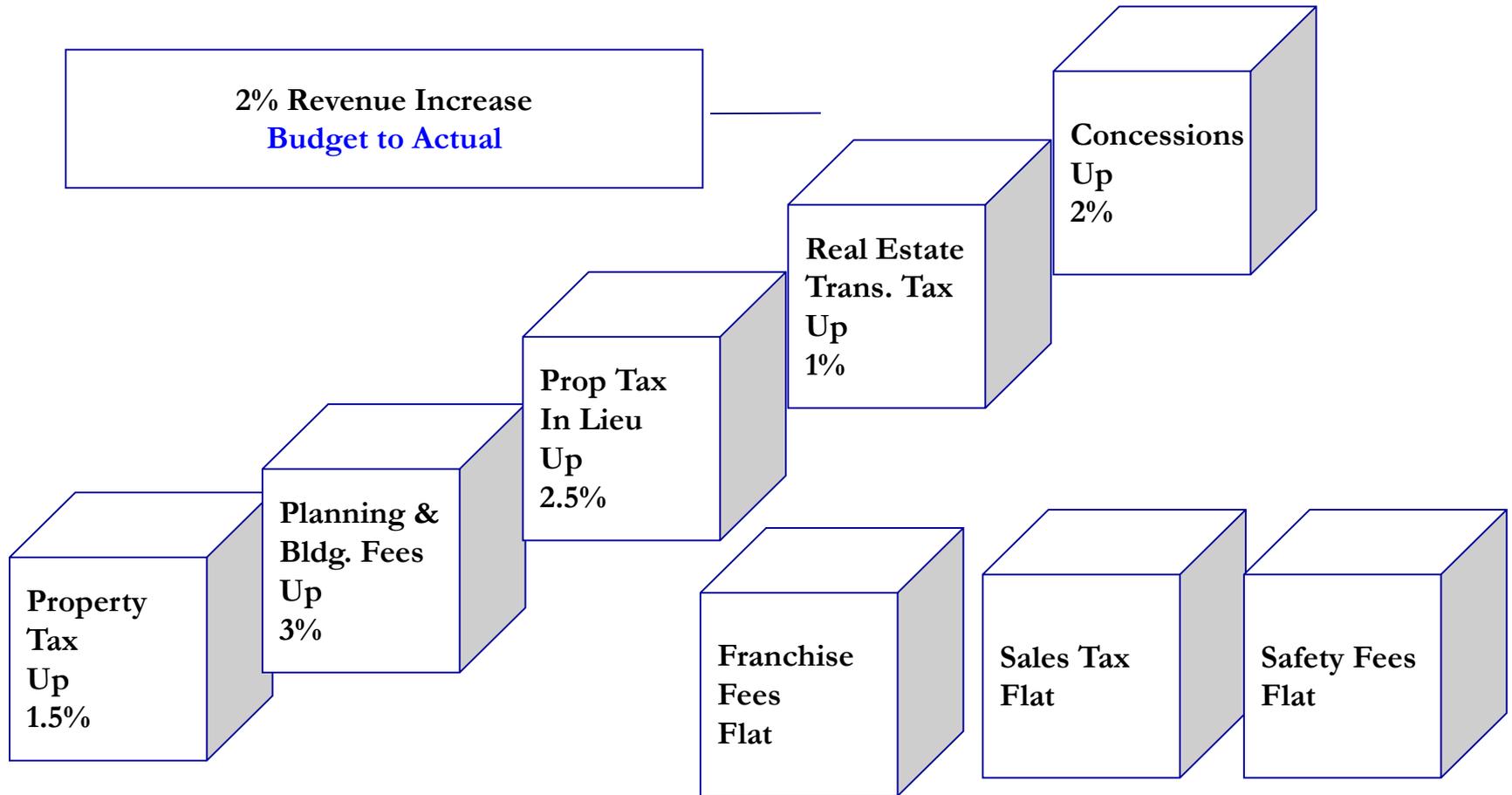
# Operating Revenues

How is the fiscal plan performing compared to prior year actuals?



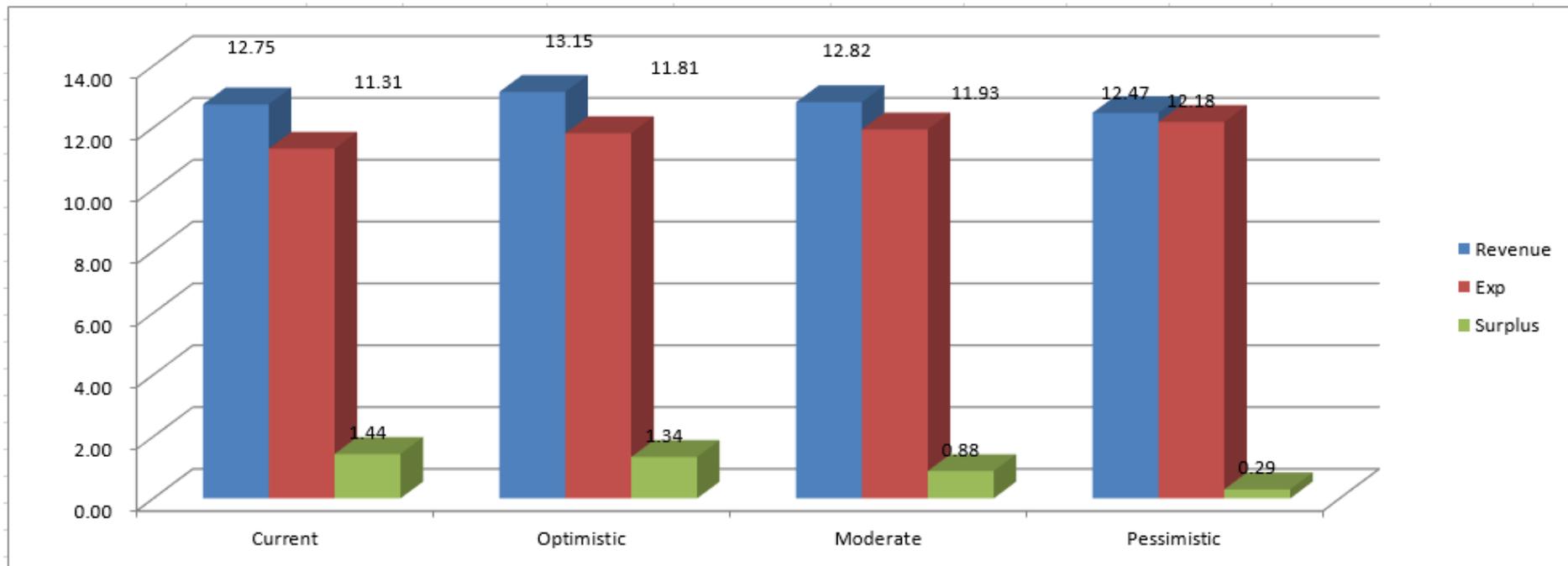
# Operating Revenues

How is the fiscal plan performing compared to original budget estimates?



# 2015-2016 Projections

How is the fiscal plan performing compared to original budget estimates?



# Fund Balances- Where Are We

Are projected fund balances better or worse than expected?

Fund	June 30, 2015 Audited	FY 15-16 Budgeted Revenues	FY 15-16 Budgeted Expense	June 30, 2016 Projection
Fiscal Policy Reserve	\$ 7,200,000			\$ 7,200,000
Undesignated	3,219,513	12,508,000	12,177,957	3,549,556
Designated (inventory/prepaid)	30,826			
Total General Fund Balance	10,450,339			10,749,556
Paramedic/ Fire Parcel Tax Fund Balance	601,775	4,533,534	4,534,822	600,487
Capital Improvement Fund	7,131,793	1,015,541	4,035,359	4,111,975
Insurance Fund	1,232,350	642,000	405,000	1,469,350



# Proposed Adjustments - Transfers

What adjustments, if any, require attention to keep estimates up-to-date?

01-3010-64430	City Clerk – Granicus Web Hosting	\$ 15,000
01-4000-64430	Finance - IT Support	\$ 15,700
30-7500-80825	CIP Triangle Area Landscape Improvements	\$130,000
65-6900-65010	General Liability Insurance Premium	\$156,758
<b>TOTAL GENERAL FUND IMPACT</b>		<b>\$317,458</b>

# Capital Project Update

PROJ #	PROJECT DESCRIPTION	Current Status
80046	PVDW/VIA CORTA	Evaluation
80047	TRAFFIC CALMING	Ongoing
80050	SLURRY SEAL	Under Construction
80100	REPAIR STORM DRAINS	Evaluation
80101	SEWER REPAIR	On Hold
80102	CATCH BASIN REPLACEMENT	Evaluation
80103	CROSS GUTTER	Under Construction
80107	VIA DEL MONTE MONITOR	Not Started
80123	PLAZA ENHANCEMENT	Evaluation
80800	STREET CONST. & MT.	Under Construction
80815	MALAGA BEAUTIFY	Not Started
80849	CITY HALL SAFETY PROJECT	Under Construction
80851	CITY HALL SEISMIC	Not Started
80855	CITY HALL ADA IMPROVEMENT	In Design
80857	GREEN WASTE STORAGE CAMP	Evaluation
80876	BLUFF COVE DECONST	Under Construction
81105	DEL SOL - FIRE TURNOUT	Design
81300	CURB & GUTTERS	Under Construction
81310	GUARDRAIL PROJECT	Not Started
81315	REFLECTIVE ROAD REGULATORY SIGNS	Evaluation
81495	ENHANCED WEED ABATEMENT	Under Construction
81497	CITYWIDE IRRIGATION UPGRADES	In Process
81501	CITYWIDE PARKLAND ENHANCEMENTS	Construction Complete
80155	SEWER - VIA CORONEL/ZURITA UPGRADE	Evaluation
87000	CAPITAL IMPROVEMENTS	Construction Complete

# Future Challenges

- **Increasing pension costs**
- **Aging facilities/technology updates/**
- **American Disability Act (ADA)**
- **Storm water mandates**
- **5 year Capital Plan funding**



# Questions and Comments



# MEMORANDUM

Agenda Item #: 9  
Meeting Date: 01/26/2016

**TO:** HONORABLE MAYOR AND CITY COUNCIL

**THRU:** ANTON DAHLERBRUCH, CITY MANAGER

**FROM:** DONNA COONAN, INTERIM FINANCE DIRECTOR 

**RE:** FY 2015-16 MID-YEAR OPERATING AND CAPITAL IMPROVEMENT PLAN BUDGET REVIEW AND ADOPTION OF RESOLUTION R16-04 APPROVING MID-YEAR BUDGET ADJUSTMENTS

**DATE:** JANUARY 26, 2016

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## ISSUE

- a) Status of the FY 15-16 budget at mid-year, December 31, 2015, covering operating estimates and capital improvement projects
- b) Approval of mid-year budget adjustments per Resolution R16-04

## BACKGROUND

The City's current Biennial Budget and Capital Improvement Plan (CIP) was originally adopted on June 24, 2014. At that time, the budget for FY 14-15 was appropriated. FY 15-16 was formally appropriated on June 23, 2015.

The mid-year budget review is the time to validate whether the City is on budget and on track for the second half of the fiscal year.

This staff report addresses how the original plan is performing, and if any adjustments are recommended, with a focus on, namely the General, Paramedic/Fire Parcel Tax, Capital/Sewer and Insurance Funds.

## DISCUSSION

### **How is the current year fiscal plan performing?**

As of December 31, 2015, the original budget estimates are in-line with year end projections and performing favorably. *Attachment A* "Month-End Fiscal Status Report

December 2015 – Mid Year”, presents the fiscal performance of all departments, programs and funds. It also reports on revenue sources. Highlights follow:

- General Fund revenues are pacing as expected and are currently .5% above historical budget averages. One material item of note that makes the revenues appear stronger is a FY 14-15 revenue of \$144,000 for our participation in AB109 DUI task force recorded in FY 15-16.
- General Fund (operating) expenditures are at 42.88% percent of the budget at the 50% or halfway, point in the year. This is a favorable position of 7.12%. With seasonality and timing of payments considered, we expect annualized operating expenditures to end the year on budget.
- General Funds are being spent at a similar pace as the prior year.
- All City departments are within budget at mid-year.
- Both general and capital improvement project funds are within estimates with nearly \$2 million in capital improvement expenditures to date.
- The Paramedic/Fire community funded parcel tax fund is proceeding as estimated.
- All other fund expenditures are in-line with expectations.

With the favorable trends noted above and a conservative budgeting stance, fund balance estimates set forth in the original budget will be met and, in some cases, exceeded. Notably, “rainy day” target balances are maintained, and even strengthened, by the overall fiscal performance. It is important to note that the mid-year projections include, and build off of the positive financial results of the most recent audit period provided to City Council in December 2015. Important major fund reserve and balance projections follow:

Fund	June 30, 2015 Audited	FY 15-16 Budgeted Revenues	FY 15-16 Budgeted Expense	June 30, 2016 Projection
Fiscal Policy Reserve	\$ 7,200,000			\$ 7,200,000
Undesignated	3,219,513	12,508,000	12,177,957	3,549,556
Designated (inventory/prepaid)	30,826			
Total General Fund Balance	10,450,339			10,749,556
Paramedic/ Fire Parcel Tax Fund Balance	601,775	4,533,534	4,534,822	600,487
Capital Improvement Fund	7,131,793	1,015,541	4,035,359	4,111,975
Insurance Fund	1,232,350	642,000	405,000	1,469,350

These projections exclude the impact of proposed budget adjustments presented below.

### How are Capital Improvement Projects (CIP) proceeding?

The FY 15-16 adopted budget includes a comprehensive listing of all CIPs that are both ongoing and scheduled for completion. It includes twenty-five projects for a total current year value (expenditure) of \$6.2 million. Given the materiality of CIP dollar amounts and their public significance, **Attachment B** of this report provides an itemized status update

for all projects. Similar reports are shared internally with staff to ensure that budget limits are maintained and project management remains in focus.

This year to date, much progress has been made with \$1.96 million paid out for CIPs as of December 30, 2015.

**What budget adjustments should be considered?**

The mid-year budget review is an opportunity to make necessary adjustments. Doing so aligns beginning estimates with current events and year-end forecasts. It is an important part of the budget cycle and supports planning for next year’s budget and subsequent years. This analysis has resulted in the proposed budget adjustments noted on **Attachment C – Resolution R16-04**.

The resolution includes an itemization of recommended budget adjustments appropriated from the Undesignated General Fund Reserves. By way of summary, the following adjustments are being requested at this time:

- Appropriation of \$15,700 for on-going and enhanced Information Technology support from Prosum for current projects. *Note: an amended agreement is forthcoming to the City Council for approval of Prosum services.*
- Appropriation in the CIP Fund of \$130,000 for landscape improvements to the traffic triangle at Palos Verdes Drive West and Palos Verdes Drive North. *Note: this project will be completed by City crews and existing contract services.*
- Appropriation of \$156,758 to the Insurance Fund for additional insurance premium expense. *Note: this will cover the City’s existing insurance premium that was under budgeted at the time of budget adoption.*
- Appropriation of \$15,000 for Granicus agenda management software support and final/closing cost from previous Sire agenda software and hosting agreement.

**FISCAL IMPACT**

The fiscal impact of proposed **Resolution R16-04, Attachment C** results in an overall fund impact as follows:

(Sources)/Uses of Funds	Additional Appropriation
Capital Improvemnet Plan	\$ 130,000
Insurance Fund	156,758
General Fund	30,700
Undesignated GF Reserves	(317,458)

## **NOTIFICATION**

This matter was posted and noticed for the City Council meeting consistent with the City's routine process.

## **ALTERNATIVES AVAILABLE TO THE CITY COUNCIL**

1. Approve some or all of the budget adjustments presented.
2. Do not approve the proposed budget adjustments and/or ask for further information, or request modifications.

## **RECOMMENDATION**

It is recommended that the City Council accept the presentation and approve the proposed mid-year budget adjustments per Resolution # R16-04.

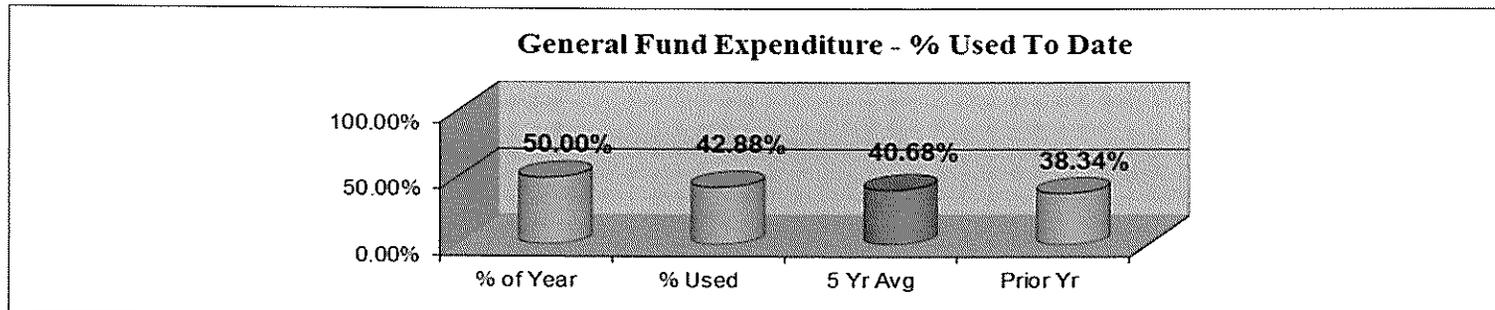
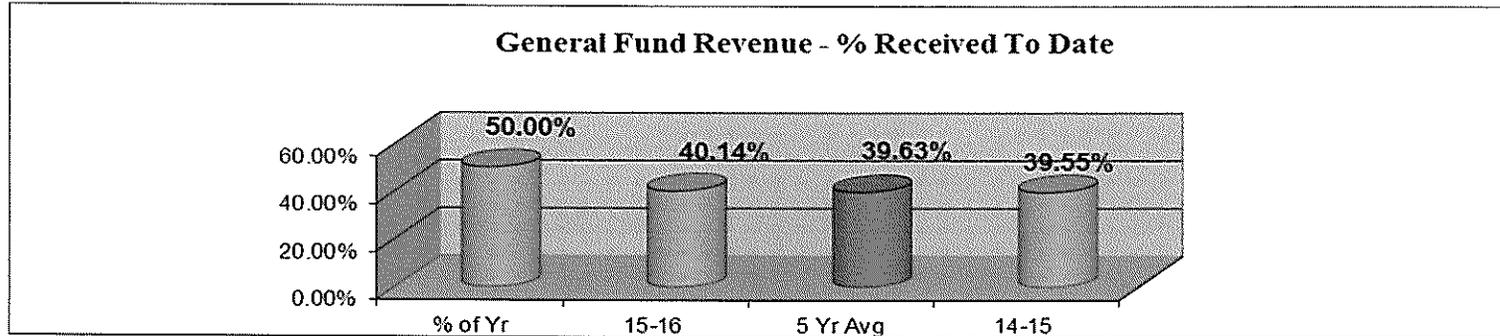
### *Attachments:*

*A - Month-End Fiscal Status Report December 2015- Mid Year*

*B- Capital Improvement Project Status Report - December 2015*

*C- Resolution R16-04 – FY 2015-16 Mid-Year Budget Adjustments*

**City of Palos Verdes Estates  
General Fund Revenue and Expenditures - Percent Received as of  
December 31, 2015 Mid Year Review**

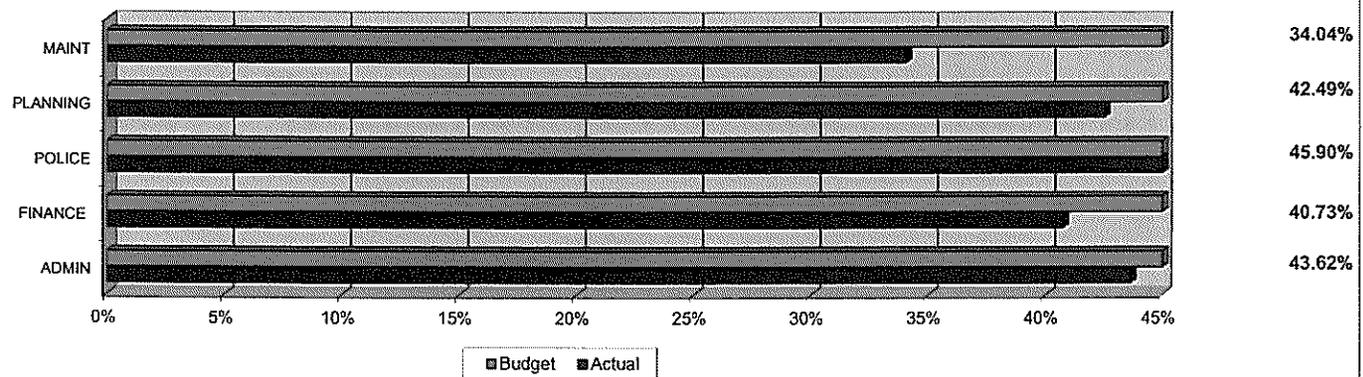




**City of Palos Verdes Estates**  
**Budget to Actual Expenditures by Department - General and Key Funds**  
**FY 15-16**  
**December 2015 Mid Year**

DEPT / DIVISION EXPENDITURES	ADJUSTED BUDGET	Y-T-D ACTUAL	PRIOR YR		BALANCE AVAILABLE	% AVAILABLE	Five Year Average	% of Year
			Y-T-D ACTUAL	% USED				50.00%
ADMINISTRATION	1,113,085	485,536		43.62%	627,549	56.38%		6.38%
FINANCE	808,163	329,177		40.73%	478,986	59.27%		9.27%
POLICE	6,726,939	3,087,677		45.90%	3,639,262	54.10%		4.10%
PLANNING & BUILDING	1,398,644	594,350		42.49%	804,294	57.51%		7.51%
MAINTENANCE	2,131,126	725,468		34.04%	1,405,658	65.96%		15.96%
<b>GENERAL FUND</b>	<b>12,177,957</b>	<b>5,222,208</b>	<b>4,967,886</b>	<b>42.88%</b>	<b>6,955,749</b>	<b>57.12%</b>	<b>59.32%</b>	<b>7.12%</b>
<b>Exp (Over) Under Prior Year Dollars</b>					<b>(254,322)</b>			
<b>Budget to Actual (Over) Under Prior Year %</b>						<b>0.70%</b>		
<b>Budget to Actual (Over) Under Annual Average %</b>							<b>-2.20%</b>	
<b>FIRE PARCEL TAX</b>	<b>4,537,822</b>	<b>2,255,129</b>	<b>2,579,822</b>	<b>49.70%</b>	<b>2,282,693</b>	<b>50.30%</b>		<b>0.30%</b>
<b>OTHER FUNDS</b>	<b>7,883,296</b>	<b>2,830,519</b>	<b>2,274,030</b>	<b>35.91%</b>	<b>5,052,777</b>	<b>64.09%</b>		<b>14.09%</b>
<b>ALL FUNDS</b>	<b>24,599,075</b>	<b>10,307,856</b>	<b>9,821,738</b>	<b>41.90%</b>	<b>14,291,219</b>	<b>58.10%</b>		<b>8.10%</b>

**General Fund Budget vs Actual Expended - Percent of Year 50%**



**Notes:**

\* General & Fire Fund Expenditures represent major operational functions & costs



**City of Palos Verdes Estates**  
**Budget to Actual Expenditures by Program - General and Key Funds**  
**FY 15-16**  
**December 2015 Mid Year Review**

DIV #	DEPT / DIVISION EXPENDITURES	ORIGINAL BUDGET	ADJUSTED BUDGET	Y-T-D		BALANCE AVAILABLE	% AVAILABLE	% of Year 50.00% % UNDER (OVER)
				ACTUAL	% USED			
2000	CITY MANAGER	598,781	604,281	260,990	43.19%	343,291	56.81%	
3040	CITY ATTORNEY	177,000	177,000	88,069	49.76%	88,931	50.24%	
3010	CITY CLERK	162,114	162,114	77,833	48.01%	84,281	51.99%	
3160	NON-DEPARTMENTAL	169,690	169,690	58,644	34.56%	111,046	65.44%	
	<b>ADMINISTRATION</b>	<b>1,107,585</b>	<b>1,113,085</b>	<b>485,536</b>	<b>43.62%</b>	<b>627,549</b>	<b>56.38%</b>	<b>6.38%</b>
3000	FINANCE	745,531	763,031	313,553	41.09%	449,478	58.91%	
3020	CITY TREASURER	45,132	45,132	15,624	34.62%	29,508	65.38%	
	<b>FINANCE</b>	<b>790,663</b>	<b>808,163</b>	<b>329,177</b>	<b>40.73%</b>	<b>478,986</b>	<b>59.27%</b>	<b>9.27%</b>
4000	POLICE	6,726,939	6,726,939	3,087,677	45.90%	3,639,262	54.10%	
	<b>POLICE</b>	<b>6,726,939</b>	<b>6,726,939</b>	<b>3,087,677</b>	<b>45.90%</b>	<b>3,639,262</b>	<b>54.10%</b>	<b>4.10%</b>
4200	BUILDING	676,337	701,837	207,770	29.60%	494,067	70.40%	
4800	PLANNING	400,947	426,447	248,513	58.28%	177,934	41.72%	
3080	CITY PROPERTIES	270,360	270,360	138,068	51.07%	132,292	48.93%	
	<b>PLANNING &amp; BUILDING</b>	<b>1,347,644</b>	<b>1,398,644</b>	<b>594,350</b>	<b>42.49%</b>	<b>804,294</b>	<b>57.51%</b>	<b>7.51%</b>
5000	PUBLIC WORKS ADMN	648,455	640,955	138,637	21.63%	502,318	78.37%	
5100	STREETS	197,060	197,060	63,248	32.10%	133,812	67.90%	
6000	PARKLANDS	1,255,111	1,293,111	523,583	40.49%	769,528	59.51%	
	<b>MAINTENANCE SERVICES</b>	<b>2,100,626</b>	<b>2,131,126</b>	<b>725,468</b>	<b>34.04%</b>	<b>1,405,658</b>	<b>65.96%</b>	<b>15.96%</b>
	<b>GENERAL FUND</b>	<b>12,073,457</b>	<b>12,177,957</b>	<b>5,222,208</b>	<b>42.88%</b>	<b>6,955,749</b>	<b>57.12%</b>	<b>7.12%</b>
4100	FIRE SERVICES	4,537,822	4,537,822	2,255,129	49.70%	2,282,693	50.30%	
	<b>FIRE SERVICES</b>	<b>4,537,822</b>	<b>4,537,822</b>	<b>2,255,129</b>	<b>49.70%</b>	<b>2,282,693</b>	<b>50.30%</b>	<b>0.30%</b>



**City of Palos Verdes Estates**  
**Budget to Actual Expenditures by Program - Other Funds**  
**FY 15-16**  
**December 2015 Mid Year**

FUND #	DEPT / DIVISION EXPENDITURES	ORIGINAL BUDGET	ADJUSTED BUDGET	Y-T-D ACTUAL	PRIOR YR		BALANCE AVAILABLE	%	Five Year Average % Available	% of Year 50.00% % UNDER (OVER)
					Y-T-D ACTUAL	% USED				
02	GAS TAX	346,756	346,756	135,029		38.94%	211,727	61.06%		
05	SLES	-	-	980		-	(980)	-		
06	SPECIAL PROJECTS	11,550	19,050	2,926		15.36%	16,124	84.64%		
07	CORRECTIONS	4,700	4,700	1,902		40.46%	2,798	59.54%		
	<b>SPECIAL REVENUE</b>	<b>363,006</b>	<b>370,506</b>	<b>140,836</b>		<b>38.01%</b>	<b>229,670</b>	<b>61.99%</b>		<b>11.99%</b>
26	TRANSIT- PROP A	205,310	205,310	200,000		97.41%	5,310	2.59%		
26	TRANSIT- PROP C	200,940	200,940	102,164		50.84%	98,776	49.16%		
	<b>TRANSIT</b>	<b>406,250</b>	<b>406,250</b>	<b>302,164</b>		<b>74.38%</b>	<b>104,086</b>	<b>25.62%</b>		<b>-24.38%</b>
30	CAPITAL IMPROVEMENT	4,035,360	4,035,360	595,403		14.75%	3,439,957	85.25%		
50	STABLES	35,000	35,000	-		0.00%	35,000	100.00%		
60	EQUIPMENT REPLACEMENT	140,000	226,300	49,125		21.71%	177,175	78.29%		
	<b>CAPITAL</b>	<b>4,210,360</b>	<b>4,296,660</b>	<b>644,528</b>		<b>15.00%</b>	<b>3,652,131</b>	<b>85.00%</b>		<b>35.00%</b>
62	SEWER	2,404,881	2,404,881	1,365,100		56.76%	1,039,781	43.24%		
	<b>SEWER</b>	<b>2,404,881</b>	<b>2,404,881</b>	<b>1,365,100</b>		<b>56.76%</b>	<b>1,039,781</b>	<b>43.24%</b>		<b>-6.76%</b>
65	INSURANCE	405,000	405,000	377,891		93.31%	27,109	6.69%		
	<b>INTERNAL SERVICE</b>	<b>405,000</b>	<b>405,000</b>	<b>377,891</b>		<b>93.31%</b>	<b>27,109</b>	<b>6.69%</b>		<b>-43.31%</b>
	<b>OTHER FUNDS</b>	<b>7,789,496</b>	<b>7,883,296</b>	<b>2,830,519</b>	<b>2,274,030</b>	<b>35.91%</b>	<b>5,052,777</b>	<b>64.09%</b>	<b>65.02%</b>	<b>14.09%</b>

<b>Exp (Over) Under Prior Year Dollars</b>	<b>(556,489)</b>
<b>Budget to Actual (Over) Under Prior Year %</b>	<b>-9.13%</b>
<b>Budget to Actual (Over) Under Annual Average %</b>	<b>-0.93%</b>

**Notes:**

- \* Insurance funds uses are claim dependent with 100% of premiums prepaid and amortized over the year
- \* Equip and Insurance shared service expenditures are presented gross rather than net of internal charges
- \* Sewer and CIP expenditures are project specific



**City of Palos Verdes Estates**  
**Revenue Budget to Actual Comparisons - General Fund**  
**FY 15-16**  
**December 2015 Mid Year Review**

<b>HISTORICAL REFERENCE</b>						
	<b>15-16 Budget</b>	<b>15-16 Actual</b>	<b>15-16 Budget to Actual %</b>	<b>14-15 Budget to Actual %</b>	<b>Five Year Average</b>	<b>Percent of Year Expired</b>
<b>GENERAL FUND REVENUES</b>						
PROPERTY TAX	7,033,000	2,990,711	42.52%	43.54%		
PROPERTY TAX - IN LIEU	1,281,000	5,540	0.43%	0.00%		
SALES TAX	364,000	159,928	43.94%	42.99%		
REAL ESTATE TRANSFER TAX	205,000	102,617	50.06%	76.35%		
BUSINESS LICENSE TAX	213,000	36,455	17.12%	23.35%		
FRANCHISE FEES	587,000	65,397	11.14%	11.88%		
COMMUNITY DEVELOPMENT	993,000	512,390	51.60%	41.59%		
MOTOR VEH LIC FEES	6,000	0	0.00%	22.40%		
INTEREST INCOME	53,000	48,086	90.73%	98.81%		
<b>KEY REVENUES</b>	<b>10,735,000</b>	<b>3,921,125</b>	<b>36.53%</b>	<b>36.74%</b>		
RENT	1,184,000	537,680	45.41%	49.76%		
LICENSES & PERMITS	35,000	14,376	41.07%	58.11%		
SAFETY FINES	201,000	82,175	40.88%	35.57%		
SERVICE CHARGES	62,000	27,523	44.39%	45.12%		
OTHER FEES	291,000	437,861	150.47%	99.22%		
<b>OTHER REVENUES</b>	<b>1,773,000</b>	<b>1,099,615</b>	<b>62.02%</b>	<b>56.62%</b>		
<b>TOTAL REVENUE</b>	<b>12,508,000</b>	<b>5,020,740</b>	<b>40.14%</b>	<b>39.55%</b>	<b>39.63%</b>	<b>50.00%</b>
<b>Revenue Over (Under) Prior Year Dollars</b>						
<b>Budget to Actual Over (Under) Prior Year %</b>				<b>0.59%</b>		
<b>Budget to Actual Over (Under) Annual Average %</b>					<b>0.51%</b>	

**City of Palos Verdes Estates  
Budget to Actual Expenditures - CIP Status Report  
December 2015 - Mid Year**

**Attachment B**

PROJ #	PROJECT DESCRIPTION	BUDGET	YEAR TO DATE EXP	AVAILABLE BALANCE	% USED	Current Status	STATUS OF PROJECT	EST. START DATE	EST. COMPLETION DATE
80046	PVDW/VIA CORTA	20,000	-	20,000	-	Evaluation	This project will evaluate the traffic conditions at the intersection of PVDW and Via Corta to identify possible alternatives to the current Police Department Control during the morning commute period.	5/1/16	6/30/16
80047	TRAFFIC CALMING	25,000	3,007	21,993	12%	Ongoing	This project addresses resident traffic calming requests on an ongoing basis. All requests and recommendations are presented to the Traffic Safety Committee and are approved by the City Council prior to implementation. This is an ongoing activity, with specific items being prepared for presentation to the Traffic Safety Committee. Recent work included striping modifications on Granvia Altamira.	7/1/15	6/30/16
80050	SLURRY SEAL	430,000	-	430,000	0%	Under Construction	This project is the slurry portion of the FY 15/16 Street Resurfacing program. Combined with street construction below.	12/14/15	3/1/16
80100	REPAIR STORM DRAINS	11,500	-	11,500	0%	Evaluation	This project funds any repairs to our storm drains or related facilities in the public right-of-way. Staff is evaluating older, undersized storm drains for possible repair or upgrade.	4/1/16	6/30/16
80101	SEWER REPAIR	175,000	-	175,000	0%	On Hold	This project funds any repairs to our sewer mains or related facilities. This will be put on hold pending the next Sewer Master Plan, which is proposed to be budgeted in next fiscal year.	TBD	TBD
80102	CATCH BASIN REPLACEMENT	44,017	-	44,017	0%	Evaluation	This project consists of replacing or modifying catch basins in order to install trash screens in order to comply with Santa Monica Bay and Machado Lake Trash TMDL as well as those that are damaged and failing.	4/1/16	6/30/16
80103	CROSS GUTTER	18,608	-	18,608	0%	Under Construction	This project consists of constructing cross gutter(s) to address identified drainage issues. Work this fiscal year is occurring on Via Pacheco/Via Zumaya and on Navajo Place.	2/1/16	3/15/16
80107	VIA DEL MONTE MONITOR	270,000	-	270,000	0%	Not Started	This project consists of hiring a Consultant to prepare a design implementing the preferred alternative to address roadway stability. Staff will prepare a Request for Proposal for Consultants.	4/1/16	6/30/16
80123	PLAZA ENHANCEMENT	100,000	-	100,000	0%	Evaluation	This project consists of evaluating pedestrian access throughout the Malaga Cove Plaza area, developing potential improvements that would enhance mobility and safety, and constructing approved modifications. The grant application was not successful. Staff will return to the City Council to review conceptual plans and to seek direction on possible funding alternatives.	5/1/16	6/30/16
80800	STREET CONST. & MAINT.	500,000	-	500,000	0%	Under Construction	This project is the overlay portion of the FY 15/16 Street Resurfacing program. Additional funds were appropriated by City Council on 11/10/2015 in the amount of \$34,100.	12/14/15	3/1/16
80815	MALAGA BEAUTIFY	6,330	-	6,330	0%	Not Started	Staff is evaluating lighting alternatives for the trees adjacent to Neptune Fountain.	6/1/16	6/30/16
80849	CITY HALL SAFETY PROJECT	113,438	39	113,399	0%	Under Construction	Security gate and emergency generator included in this project. The emergency generator project has been awarded and material has been delivered to contractor; construction is pending AQMD permits. Staff will be requesting proposals from architects to assist in developing specifications for the security gate.	7/17/15	6/30/16
80851	CITY HALL SEISMIC	806,798	15,721	791,077	2%	Not Started	The bid process will be held in abeyance to provide a coordinated approach to address seismic retrofit, energy efficiency, technology enhancements, delivery of services, ADA accessibility requirements, building, plumbing and fire code compliance.	TBD	TBD

**City of Palos Verdes Estates**  
**Budget to Actual Expenditures - CIP Status Report**  
**December 2015 - Mid Year**

**Attachment B**

PROJ #	PROJECT DESCRIPTION	BUDGET	YEAR TO DATE EXP	AVAILABLE BALANCE	% USED	Current Status	STATUS OF PROJECT	EST. START DATE	EST. COMPLETION DATE
80855	CITY HALL ADA IMPROVEMENT	200,000	-	200,000	0%	In Design	First phase work will include Front Counter ADA Modifications and carpet repairs. Additional upgrades are being evaluated.	3/1/16	4/1/16
80857	GREEN WASTE STORAGE CAMP	15,000	-	15,000	0%	Evaluation	This project will relocate the green waste storage area currently located on the south side of Tejon Place adjacent to the Upper City Hall Parking Lot to another location within the City. Staff is looking at potential relocation sites. Based on preliminary analysis, funds currently allocated will not be sufficient. This project will be deferred until next Fiscal Year when additional funds may be requested.	TBD	TBD
80876	BLUFF COVE DECONST	794,411	554,819	239,592	70%	Under Construction	This project deconstructed the City-owned structures on PVDW in the Bluff Cove area. Construction is complete; City Council will consider acceptance of work as complete on 1/26/16; final retention payment is pending. Fencing and chain railing will be installed by vendor and City forces in January 2016. Survey monitoring will continue for another year.	3/1/15	6/30/16
81105	DEL SOL - FIRE TURNOUT	129,546	918	128,629	1%	Design	This project will construct a turnaround at the terminus of Paseo Del Sol, north of Via Del Monte. This project is in the final design stage.	5/1/16	6/30/16
81300	CURB & GUTTERS	97,947	325	97,622	0%	Under Construction	This project consists of constructing drainage on Via Pacheco/Via Zumaya and on Navajo Place.	2/1/16	3/15/16
81310	GUARDRAIL PROJECT	38,000	-	38,000	0%	Not Started	This budget was contingent on obtaining HSIP grant funds, which the City was not ultimately eligible for. Guardrail funding will be requested in next Fiscal Year's budget.	None	None
81315	REFLECTIVE ROAD REGULATORY SIGNS	135,056	-	135,056	0%	Evaluation	This project will begin replacing obsolete/faded signs on City streets as mandated by the FHWA and Caltrans. Staff is preparing construction documents to begin installation of replacement signs.	3/1/16	6/30/16
81495	ENHANCED WEED ABATEMENT	249,130	-	249,130	0%	Under Construction	This project provides additional weed abatement in addition to our annual fire safety weed abatement program. Work is being performed in Solano Canyon and a portion of the Torrance boundary strip. Additional funds were appropriated by City Council on 11/10/2015 in the amount of \$72,234.	12/14/15	5/30/16
81497	CITYWIDE IRRIGATION UPGRADES	25,000	20,249	4,751	81%	In Process	Staff has completed an audit of existing operable and non-operable irrigation lines. Work to date included new irrigation main on PVDW.	10/1/15	6/30/16
81501	CITYWIDE PARKLAND ENHANCEMENTS	5,578	326	5,252	6%	Construction Complete	Designs have been approved to complete improvements at the Lunada Bay Plaza, Montemalaga entrance and the Granvia Altamira/Los Cerritos entrance. Each location is in process for construction and installation of final improvements.	10/28/15	4/30/15
80155	SEWER - VIA CORONEL/ZURITA UPGRADE	347,540	-	347,540	0%	Evaluation	Staff consulted with LA County sanitation and will prepare a Request For Proposal to retain a consultant to design the sewer upgrade.	4/1/16	6/30/16
87000	CAPITAL IMPROVEMENTS	1,712,341	1,365,100	347,241	80%	Construction Complete	This included funds for the Rocky Point and Paseo Del Mar Sewer Force mains. Construction was performed by Ramona, Inc.; CM and inspection was performed by AKM. City Council accepted the work as complete on 1/13/16; final progress payments and retention payment is pending.	5/1/15	9/6/15
<b>25</b>		<b>6,270,239</b>	<b>1,960,503</b>	<b>4,309,737</b>	<b>31%</b>				

**RESOLUTION R16-04  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
PALOS VERDES ESTATES, CALIFORNIA  
ADJUSTING THE BUDGET FOR FY 2015-16**

THE CITY COUNCIL OF THE CITY OF PALOS VERDES ESTATES, CALIFORNIA  
DOES RESOLVE AS FOLLOWS: To adjust the Budget for FY 2015-16 as follows:

**BUDGET ADJUSTMENT # 7**

The Various accounts and lines item listed below resulting in the following total fund  
adjustments and transfers:

<u>Fund</u>	<u>Dept</u>	<u>Object</u>	<u>Description</u>	<u>Amount</u>
30	7500	80825	Triangle Area Lansdscape Improv.	\$130,000
65	6900	65010	Gen. Liab. Insurance Premium	156,758
01	4000	64430	Information Technology Support	15,700
01	3010	64430	Granicus Web Hosting	15,000
01		25300	Undesignated Fund Balance	(\$317,458)

The City Clerk shall certify to the passage and adoption of Resolution R16-04.

PASSED, APPROVED AND ADOPTED on this 26th day of January 2016.

\_\_\_\_\_  
James Goodhart, Mayor

ATTEST:

\_\_\_\_\_  
Vickie Kroneberger, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Christi Hogin, City Attorney