



AGENDA REPORT

- Meeting Date:** June 3, 2010
- Item Number:** E-1A through E-1D
- To:** Honorable Mayor and City Council
- From:** Scott G. Miller, Director of Administrative Services/CFO
- Subject:**
- 1A. RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS APPROVING THE OPERATING BUDGET AND FINANCIAL POLICIES FOR THE 2010/2011 FISCAL YEAR AND APPROPRIATING FUNDS THEREFOR; AND,
 - 1B. RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS APPROVING THE CAPITAL IMPROVEMENT PROGRAM BUDGET FOR THE 2010/2011 FISCAL YEAR AND APPROPRIATING FUNDS THEREFOR; AND
 - 1C. RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2010/2011.
 - 1D. RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS AMENDING THE SALARY SCHEDULE SET FORTH IN THE COMPENSATION PLAN FOR DEPARTMENT DIRECTORS, ASSISTANT DEPARTMENT DIRECTORS, AND SENIOR MANAGEMENT EMPLOYEES
- Attachments:**
- 1. Resolution Adopting the Operating Budget and Financial Policies
 - 2. Resolution Adopting the Capital Improvement Program Budget
 - 3. Resolution Adopting the Annual Appropriations Limit
 - 4. Resolution Amending the Salary Schedule for the Department Directors, Assistant Directors and Senior Management
 - 5. Planning Commission Resolution No. 1577 – CIP Consistency

RECOMMENDATION

It is recommended that the City Council adopt the resolutions approving the Fiscal Year 2010/11 Operating Budget and Financial Policies, Capital Improvement Program Budget and Annual Appropriations Limit.

INTRODUCTION

The purpose of this report is to request that the City Council adopt the Fiscal Year (FY) 2010/11 Operating Budget, Financial Policies, Capital Improvement Program Budget, and Appropriations Limit.

BACKGROUND

On May 4, 2010, staff presented a detailed overview of the Proposed FY 2010/11 Budget to the City Council and community at its first Budget Study Session. Subsequent Budget Study Sessions were held on May 13, and May 18, 2010. The purpose of these Study Sessions was to give the City Council and the community an opportunity to review each department's proposed budget including all programs, proposed budget reductions and resulting impacts, requested budget enhancements, to ask questions of staff from each department and make modifications or provide other direction to staff concerning the budget. After input from the public, the City Council did provide additional direction to staff at these sessions including a revision of the amount of funds to be used for community assistance funding and to explore options to offset the proposed reduction of library operating hours..

The City Council directed that the recommended \$152,950 funding of the community assistance organizations through the community assistance program of be set augmented by \$170,700 from the Transient Occupancy Tax funded holiday program. This would bring the total funding to \$323,650 which is approximately 90% of that provided in FY 2009/10. This amount includes \$273,650 to be distributed to various organizations and \$50,000 for CPR Beverly Hills to continue CPR education programs. The community assistance program is administered by the Community Services Department and provides for social services "safety net" programs to vulnerable or underserved members of the community.

Also at the last Budget study Session, the City Council appointed a Liaison Committee to meet with staff to discuss alternatives to closing the Library every Saturday during the next fiscal year.

In addition to these meetings, the City Council considered and adopted the Comprehensive Schedule of Taxes, Fees & Charges for FY 2010/11 at its regular meeting of May 18, 2010. This is a key item for the budget, as adoption of it helps determine the revenues available for the next fiscal year. At this meeting, the City Council revised the proposed fees for youth organizations' use of City fields and interior building space, and the fee for brush clearance inspections.

Concerning the fees for use of athletic fields and interior building space, the new fee does not include an hourly charge for use of the fields but retains a per participant charge. The fee retains a structure that assesses a higher fee for non-resident participants than for resident participants. The resulting structure is expected to result in \$37,000 less than the fee structure previously adopted and used in our preliminary budget recommendations.

The structure of the fee for inspection of brush clearance on hillside fire zones was changed in such a manner to eliminate the fee for properties that are substantially compliant on the first inspection. Only properties not in compliance will be subject to the fee and penalties. This change also resulted in a decrease in estimated revenue of about \$35,000 in our preliminary budget recommendations for FY 2010/11.

Included in the Comprehensive Schedule of Taxes, Fees & Charges were new and increased fees and charges, mostly among permits and licenses revenues and fees for services revenue. Adoption of the Schedule resulted in an increase in revenue of approximately \$550,000 over the projected revenue in the proposed budget. Specifically, the Licenses and Permits revenue category increased from \$10,182,680 to \$10,696,000 and the Charges for Current Services category increased from \$8,791,600 to \$8,820,500.

Operating and Capital Budgets

On the following page are the operating and capital program appropriations requested for each fund. The total appropriations requested are \$402,303,300.

Fund	Title	Budget	Program	Total
01	General Fund	157,108,200		157,108,200
06	Infrastructure Fund	3,874,400	6,413,500	10,287,900
08	Capital Assets Fund	26,511,500	16,984,600	43,496,100
09	Housing Fund	9,200		9,200
10	HCDA Grant Fund	256,800		256,800
12	State Gas Tax Fund	90,200	947,900	1,038,100
16	Parks & Rec Facilities Fund	682,500	2,588,800	3,271,300
18	Fine Art Fund	43,300		43,300
19	Law Enforcement Fund	102,700		102,700
23	Comm Dev Technology Fund	18,500		18,500
30	Prop A Local Transit Fund	825,800		825,800
31	Prop C Local Transit Fund	522,900		522,900
40	Equipment Replacement Fund	1,167,300		1,167,300
41	Information Technology Fund	1,706,500	4,544,300	6,250,800
42	Cable Television Fund	1,197,600	100,000	1,297,600
43	Reprographics/Graphics Fund	2,183,100		2,183,100
45	Liability Claims Res Fund	5,665,000	210,300	5,875,300
46	Workers' Compensation Fund	2,811,200		2,811,200
47	Unemployment Insurance Fund	34,200		34,200
48	Policy, Admin, Legal (PAL) Fund	36,157,300		36,157,300
49	Vehicle Fund	5,779,500	1,185,100	6,964,600
56	1998 LEASE REV BONDS FU	1,866,500		1,866,500
68	Westside Cities COG Agency	17,500		17,500
80	Water Enterprise Fund	30,794,000	6,594,200	37,388,200
81	Parking Enterprise Fund	32,418,000	9,917,200	42,335,200
83	Solid Waste Fund	17,608,000	520,700	18,128,700
84	Wastewater Enterprise Fund	9,843,500	8,992,900	18,836,400
85	Stormwater Enterprise Fund	3,741,500	267,100	4,008,600
Total		343,036,700	59,266,600	402,303,300

Financial Policies

Financial policies are adopted by the City Council annually and 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. Adherence to adopted financial policies promotes sound financial management, which helps maintain the City's AAA bond ratings, which provides a lower cost of capital and a minimum of unexpected impacts upon taxpayers and users of public services.

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 police, fire, parks and recreation, library and other services), Enterprise Funds (for parking, water, sanitation and waste disposal activities), Internal Service Funds (for vehicle and facilities maintenance, information technology, reprographic services, policy administration and legal, accounting, human resources, 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 are funded by rates charged to customers of that service. Enterprise funds operate as a business. As such, revenues generated by departments within Enterprise Funds that are not spent on operations are returned to the fund as reserves for future 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.

Capital Improvement Program Budget (CIP)

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 future 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.

In accordance with Government Code Section 65013, the Planning Commission in its capacity as the Planning Agency reviewed the CIP and found it to be consistent with the City's General Plan. A copy of the Planning Commission resolution is attached as Attachment 5.

The Capital Improvement Program Budget was presented to the City Council for its considerations at the May 18, 2010 Budget Study Session. During the City Council's discussions, some City Council members expressed interest in exploring the opportunity for initiating the design phase of a new community center at Roxbury Park. This, given the fact that construction costs are at a low point which offers the chance to be able to receive a bid for the project at a much lower cost than might be received when construction activity increases. The estimated cost of the Roxbury Park project would be approximately \$14.4 million but the design phase cost is not

expected to be more than \$1 million. Staff recommends that only the design, construction documents and bid specifications be undertaken as Phase 1 in FY 2010/11.

One million dollars has been included in the five year CIP for this purpose. Staff would return to the City Council prior to releasing a request for bids on the project with an updates cost estimate and financing plan for construction.

Budget Reductions

As reported to the Council on May 4th, the City's revenues are still being affected by the current economic downturn. Thus, in order to present the City Council with a balanced budget, as required by law, it was necessary to make reductions in every department. Prior to requiring departments to submit budget reduction proposals, certain replacement funding was suspended for FY 2010-11 as a one-time reduction, this saved approximately \$3.1 million in the General Fund. The total reductions that were proposed by departments and are incorporated into this budget amount to \$5.8 million. Further, to balance the budget, five days of furlough for all city employees except for classifications that are either sworn or essential to critical operations are assumed in the operating budget. Staff seeks authorization to implement five additional days of furlough should revenues fall below expectations and require adjustment downward. These last five days would be used only as needed to subsequently balance the budget. Included in the Community Services budget is a savings of \$540,396 which represents the expected savings that will result from outsourcing components of park maintenance.

Library Closure Hours

At the May 18th Budget Study Session, City Council members expressed interest in considering alternative hours for closure of the library other than the proposed Saturday closures as a budget reduction measure. Vice Mayor Brucker and Councilmember Brien agreed to meet as a Liaison Committee to review this with staff and determine whether alternative closure hours might be preferable. The Committee met with staff and reached a conclusion that the closure of the Library every Saturday would create undue impact on the community, and arrived at an alternative of closing the Library on the first Saturday of every month. Closing the Library every Saturday would result in a savings of approximately \$190,000 which savings has been included in the budget as presented to the City Council. Closing on the first Saturday of each month would result in an approximate net savings of \$31,200, due to the Library's already closing on four Sunday's of holiday weekends as budget savings measures. The Committee will address its findings to the entire City Council at the June 3, 2010 meeting.

Interfund Loans

An interfund loan is considered to be a temporary loan of money from one fund to another. There is a requirement of repayment within a reasonable time period. There is one interfund loan recommended to occur in FY 2010-11. This is a loan in the amount of \$600,000 from the Solid Waste Enterprise Fund to the Stormwater Enterprise Fund. Since the Stormwater Enterprise

Fund is primarily financed through user charges established by City Council action, repayment will begin at such time that the fund is able to repay the loan amount.

Salary Schedule Adjustment

Most salary schedules are approved through the adoption of Memoranda of Understanding (MOU) between represented employee organizations and the City. The executive employee group is not represented and does not have an MOU. However, according to the executive compensation plan, the City Manager has authority to increase salaries of employees in the executive group. Changes in the salary schedule must be approved by the City Council. Effective, October 1, 2009, former City Manager Rod Wood granted executives not otherwise tied to other classifications a 1.5% COLA increase. There was also an adjustment to the Police Division Commander's salary of 2.75% as a result of the increase granted to the Police Lieutenants as this position is tied to the Lieutenants' salary schedule. These salary adjustments necessitated the increase in the top of the salary range for two positions – Emergency Management Director and Police Division Commander. A separate resolution is attached to revise this schedule so that the City may submit the approved salary schedule to PERS.

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 Annual Appropriations Limit resolution.

Using information provided by the State's Department of Finance on the change in California per capita personal income with the change in the Los Angeles County population, the City's appropriations limit for the Fiscal Year 2010/11 is \$170,752,195, as shown on Schedule B. This only represents the upper limit on expenditures from proceeds of taxes, as defined in the legislation, and does not include other types of revenue. Therefore, the total appropriation amount for funds that receive tax revenue may be greater than \$170,752,195 when expenditures funded by other types of non-tax revenue are added.

As shown on Schedule C, the City is projected to continue to be well below the appropriations limit margin through Fiscal Year 2011/12 by approximately \$48.8 million. However, if the City were to receive substantial revenues in a short period of time over the next several years, other measures, including a possible election, would be needed to exceed the Gann limitation.

Citizen's Budget Review Committee

At the May 18th Budget Study Session, City Treasurer and Chairman of the Citizen's Budget Review Committee, Eliot Finkel, presented the Committee's recommendations to the City Council. These recommendations included:

- Changes affecting budget and revenues should be seen as equitable by residents and staff.
- Reduce School District Joint Powers Agreement (JPA) in line with current financial realities and other budget reductions the City is required to make.
- Our pension obligations must be limited going forward.
 - Increase minimum retirement age.
 - Convert part of plans from defined benefit to defined contribution.
 - Initiate employee participation.
- Reduce 2-hour free parking in all City structures to 1-hour.
- Allow an election or parcel tax election to fund the stormwater enterprise fund.
- We need to better understand the benefits, costs and limits of marketing the City.
- Promote community outreach to build a greater understanding of the City's economic considerations and accomplishments.
- The red light camera enforcement program should be expanded.
- Allow an election or parcel tax election to fund other General Fund activities we currently have to cut back on.

FISCAL IMPACT

The Proposed FY 2010/11 Operating Budget and Capital Improvement Budgets are balanced. The General Fund Operating budget is \$157,108,200, the Internal Service Funds Operating budget is \$83,213,200, the Enterprise Operating budget is \$94,405,000, and the budget for all other funds is \$8,310,300, totaling \$343,036,700.

The Proposed FY 2010/11 Capital Improvement Program Budget is \$59,266,600. Revenue projections, current fund balances, and fund net assets equal approximately \$805,094,000 and are available to finance these operating and capital appropriations. As in the past, each individual CIP project will be brought forward for formal City Council review and approval prior to the award of any bids in excess of Council approved purchasing policies.

The total of Operating and Capital Budgets for all funds for FY 2010/11 is \$402,303,300

With the increased revenue resulting for the City Council's adoption of the Comprehensive Schedule of Taxes, Fees & Charges, the General Fund Budget as presented to the City Council provides a surplus balance of \$304,225.



Don Harrison

Budget and Revenue Officer

Budget and Management Approval



Scott G. Miller,

Chief Financial Officer

Approved By

Attachment 1

Resolution Adopting the Operating
Budget and Financial Policies

RESOLUTION NO. _____

RESOLUTION OF THE COUNCIL OF THE CITY OF
BEVERLY HILLS APPROVING THE OPERATING BUDGET
AND FINANCIAL POLICIES FOR THE 2010/2011
FISCAL YEAR AND APPROPRIATING FUNDS THEREFOR

The Council of the City of Beverly Hills does resolve
as follows:

Section 1. That certain document entitled "City of Beverly Hills 2010/2011 Fiscal Year Budget" ("Adopted 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 2010/2011.

Section 2. Appropriations in the amount not to exceed \$343,036,700 are authorized for the purpose of carrying on the business of the City.

Section 3. In adopting the Budget, the City Council hereby gives authority to the City Manager, after consultation with the Chief Financial Officer, to re-appropriate all unencumbered Fiscal Year 2009/10 appropriated fund balances, unanticipated revenues and unexpended encumbrances of the Fiscal Year 2009/10 Operating and Capital Improvement Program Budgets.

Section 4. The City Manager after consultation with the Chief Financial Officer, may transfer appropriations between and among all funds, as defined in the Fiscal Year 2010/11 budget, up to the amount of \$343,036,700. An annual report shall be made to the Council describing each transfer between funds 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.

Section 6. The City Manager may transfer and appropriate up to \$300,000 during the Fiscal Year and the Chief Financial Officer may transfer and appropriate up to \$100,000 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. An annual 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. The City Council hereby adopts the Comprehensive Financial Policies of the City for Fiscal Year 2010/11, as attached to this resolution.

Section 9. In the case of fee-based programs, if the revenues for such programs exceed the amount budgeted, the City Council hereby authorizes the Chief Financial Officer to increase the appropriation of said program in the same amount of the increased revenue.

Section 10. The Chief Financial Officer is authorized to make clerical and other non-substantive revisions to the Adopted Budget.

Section 11. 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:

JIMMY DELSHAD
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:

Jeffrey Kolin
City Manager



SCOTT G. MILLER
Chief Financial Officer

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 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 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 the Chief Financial Officer's (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. The Chief Financial Officer is given the responsibility and authority to develop and maintain proper internal controls on all financial aspects of the City and maintain for inspection all the books of the City. Because the cost of internal controls should not significantly 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 Chief Financial Officer shall evaluate the fiscal impact of proposed changes in retirement benefits to be provided to any employee or employee association and present to the City Council.

The Chief Financial Officer 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 Chief Financial Officer shall prepare and present to the City Council interim revenue and expenditure trends to allow evaluation of potential discrepancies from budget assumptions.

The City Council 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.

Operating Management Policies

The Chief Financial Officer is primarily responsible for the development, implementation, and evaluation of all financial and human resource management policies and procedures. However, all departments will participate in the responsibility of meeting policy goals, budget goals, and ensuring the long-term financial health of the City. Future work plans, program initiatives, and performance indicators 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.

The City will endeavor to avoid budgetary and accounting procedures that balance the current budget at the expense of future budgets.

Budget development will use strategic multi-year fiscal planning, conservative revenue forecasts, and program-based cost accounting that require 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, the Chief Financial Officer, 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 the 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).

City staff 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 or transfer

All non-enterprise user fees and charges will be examined or adjusted at least bi-annually to determine the 100% direct and indirect cost of service recovery rate. The Council will strive to obtain 100% cost recovery rates, but will reserve the right to recover less as appropriate. The acceptable recovery rate and any associated changes to user fees and charges will be approved by the City Council following public review, each year.

Development impact fees, as permitted by state law, for capital expenses attributable to new development will be reviewed annually to ensure that fees recover 100% of 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 a life cycle of funding mechanism and in some instances 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 certain capital equipment. Replacement costs will be based upon equipment lifecycle financial analysis developed by each department and approved by the Chief Financial Officer. Non-capital equipment replacement will be set up in a separate fund and will be accomplished through a life cycle funding mechanism developed by each department and implemented 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 by the Chief Financial Officer 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. The Chief Financial Officer will prepare these estimates to the City Council at least once a year.

Alternative means of service delivery will be evaluated by the Chief Financial Officer to ensure that quality services are provided to our citizens at the most competitive and economical cost. Departments, in cooperation with the City Manager and Chief Financial Officer, 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 Treasurer and Chief Financial Officer, at least annually, revise, and the City Council affirms, a detailed investment policy. In addition to liquidity requirements, the City Treasurer and Chief Financial Officer will also consider the appropriateness of investment decisions vis-à-vis debt management.

The City, through the Chief Financial Officer and the Administrative Services Department, will follow an aggressive, consistent, but sensitive policy of collecting revenues, with proper internal controls, to meet the needs of the City and follow all applicable state and federal laws.

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 part of the City budget development process and reviewed and prioritized by a cross-departmental team regarding accurate costing (design, capital, and operating) as well as the Chief Financial Officer for overall consistency with the City's goals and objectives. The City's Chief Financial Officer will then identify financing sources for the highest-ranking projects.

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 as recommended by the Chief Financial Officer.

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 Chief Financial Officer 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 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.

The Chief Financial Officer will ensure that 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 taxpayers and is not an obligation of future general fund revenues.

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) and recommended by the Chief Financial Officer.

Debt financing should not exceed the useful life of the infrastructure improvement with the average (weighted) bond maturities at or below thirty 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 Chief Financial Officer, 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 by the Chief Financial Officer 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
- Equipment Replacement Fund

One-time revenue windfalls should be designated as a reserve or used for one-time expenditures. The funds are 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)
- Receipts from approved Development Agreements
- Contributions and Gifts
- 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 reviewed annually by the Chief Financial Officer and 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 cover 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 estimated net present value of such liabilities.

Fleet Management, Building, Equipment 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, computers 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 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 operating cash reserves shall be 50% of gross annual user revenues.

Contingency Reserves, to be determined annually by the Chief Financial Officer, 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 shall be approved at recommendation of the Chief Financial Officer.

Budget Reserves are presented in the Comprehensive Annual Financial Report (CAFR) in the Financial Statement section designated as unreserved fund balance. The City's CAFR is available on the City's website at www.beverlyhills.org.

Attachment 2

Resolution Adopting the Capital
Improvement Program Budget

RESOLUTION NO. _____

RESOLUTION OF THE COUNCIL OF THE CITY OF
BEVERLY HILLS APPROVING THE CAPITAL
IMPROVEMENT PROGRAM BUDGET FOR THE 2010/2011
FISCAL YEAR AND APPROPRIATING FUNDS THEREFOR

The Council of the City of Beverly Hills does resolve
as follows:

Section 1. That certain document entitled "City of Beverly Hills FY 2010/11 Capital Improvement Budget," ("Adopted 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 Capital Improvement Program budget for the City of Beverly Hills for the Fiscal Year 2010/2011.

Section 2. Appropriations in the amount not to exceed \$59,266,600 are authorized from the City's various funds that have capital programs for the purpose of carrying on the Capital Improvement Program of the City.

Section 3. In adopting the Budget, the City Council hereby gives authority to the City Manager, after consultation with the Chief Financial Officer, to re-appropriate all Capital Improvement Program unencumbered Fiscal Year 2009/10 appropriated fund balances and unexpended encumbrances of the Fiscal Year 2009/10 Capital Improvement Program.

Section 4. The City Manager may transfer appropriations between and among all funds, as defined in the Fiscal Year 2010/11 Capital Improvement Program, up to the amount of \$59,266,600. A annual 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 funds is authorized by the City Manager.

Section 6. The City Manager may transfer and appropriate up to \$300,000 during the Fiscal Year and the Chief Financial Officer may transfer and appropriate up to \$100,000 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. An annual 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. The Chief Financial Officer is authorized to make clerical and other non-substantive revisions to the Adopted Budget.

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:

JIMMY DELSHAD
Mayor of the City of
Beverly Hills, California

ATTEST:

(SEAL)
BYRON POPE
City Clerk

Approved as to form:



LAURENCE S. WIENER
City Attorney

Approved as to content:

JEFFREY KOLIN
City Manager



SCOTT G. MILLER
Chief Financial Officer

Attachment 3

Resolution Adopting the Annual
Appropriations Limit

RESOLUTION NO. _____

RESOLUTION OF THE COUNCIL OF THE CITY OF
BEVERLY HILLS ADOPTING THE ANNUAL
APPROPRIATIONS LIMIT FOR THE FISCAL YEAR
2010/2011

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 2010/2011 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 2010/2011 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 2010/2011 for the City of Beverly Hills shall be \$170,752,195.

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:

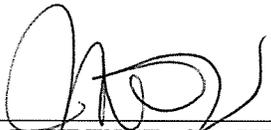
JIMMY DELSHAD
Mayor of the City of
Beverly Hills, California

ATTEST:

BYRON POPE
City Clerk

(SEAL)

Approved as to form:



LAURENCE S. WIENER
City Attorney

Approved as to content:

JEFFREY KOLIN
City Manager



SCOTT G. MILLER
Chief Financial Officer

CITY OF BEVERLY HILLS
 APPROPRIATIONS SUBJECT TO LIMIT
 BASE YEAR 1978-1979

FUND NO.	1978/79 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

**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
2007/08	4.420%	0.720%	1.05172	162,871,019
2008/09	4.290%	0.860%	1.05187	171,318,966
2009/10	0.620%	0.880%	1.01505	173,898,098
2010/11	-2.540%	0.750%	0.98191	170,752,195
2009/10				\$ 170,752,195

**CITY OF BEVERLY HILLS
ARTICLE XIII B APPROPRIATIONS LIMIT**

SCHEDULE C

TYPE OF TAXES	FY 2009/10 PROJECTED	FY 2010/11 PROPOSED BUDGET	FY 2011/12 PROJECTED
GENERAL FUND			
Property Taxes	\$ 39,500,000	\$ 39,000,000	\$ 39,292,500
Sales Tax	20,577,000	21,000,000	21,840,000
Transient Occupancy Tax	23,200,000	23,700,000	24,648,000
Business License Tax	32,000,000	32,000,000	32,320,000
Other Taxes	650,000	699,000	705,900
Subventions/Grants	3,234,900	3,800,000	3,800,000
Interest Earnings	881,472	889,143	906,951
Total General Fund Taxes	<u>120,043,372</u>	<u>121,088,143</u>	<u>123,513,351</u>
OTHER FUND TAXES			
Park & Rec Construction Tax	1,225,516	2,174,824	1,659,438
Park & Rec Tax Interest Earnings	768,823	768,823	205,515
Total Other Funds Taxes	<u>1,994,339</u>	<u>2,943,647</u>	<u>1,864,953</u>
TAXES SUBJECT TO LIMIT	122,037,711	124,031,790	125,378,304
GANN LIMIT PER SCHEDULE B (FUTURE + 2.0%)	<u>173,898,098</u>	<u>170,752,195</u>	<u>174,167,238</u>
(SHORT LIMIT)/OVER LIMIT	<u>\$ (51,860,388)</u>	<u>\$ (46,720,404)</u>	<u>\$ (48,788,934)</u>

Attachment 4

Resolution Amending the Salary Schedule
for the Department Directors, Assistant
Directors and Senior Management

RESOLUTION NO. 10-R-

RESOLUTION OF THE COUNCIL OF THE CITY OF
BEVERLY HILLS AMENDING THE SALARY SCHEDULE
SET FORTH IN THE COMPENSATION PLAN FOR
DEPARTMENT DIRECTORS, ASSISTANT DEPARTMENT
DIRECTORS, AND SENIOR MANAGEMENT EMPLOYEES

The Council of the City of Beverly Hills resolves as follows:

Section 1. The Compensation Plan for Department Directors, Assistant Department Directors and Senior Management Employees (“Compensation Plan”), dated March 11, 2009 was adopted by the City Council. On December 1, 2009, the City Council further amended the Compensation Plan pursuant to Resolution 09-R-12715. The City Council now desires to amend the salary schedule attached to the Compensation Plan as Appendix A with a revised salary schedule.

Section 2. The salary schedule specifying the salary range for each Department Director, Assistant Department Director and Senior Management classification, attached as Appendix A to this resolution, is hereby adopted as of October 1, 2009, and replaces the current salary schedule attached to the Compensation Plan.

Section 3. 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.

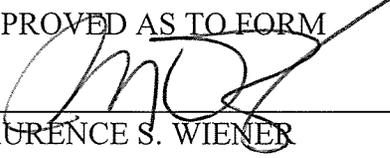
Adopted:

JIMMY DELSHAD
Mayor of the City of Beverly Hills, California

ATTEST:

BYRON POPE
City Clerk

APPROVED AS TO FORM



LAURENCE S. WIENER
City Attorney

**DEPARTMENT HEAD - SENIOR MANAGEMENT SALARY RANGES
CITY OF BEVERLY HILLS
EFFECTIVE 10-1-09**

Classification Title	Current Monthly	Salary Range	
		Entry Rate	Max. Rate
ASSISTANT CITY CLERK	7,725	6,320	8,358
ASSISTANT CITY MANAGER	19,265	14,701	19,442
ASSISTANT DIRECTOR OF COMMUNITY SERVICES - LIBRARY SERVICES	12,292	10,669	14,109
ASSISTANT DIR. OF COMMUNITY SERVICES - RECREATION & PARKS	12,292	9,684	12,808
ASSISTANT DIR. OF COMMUNITY DEVELOPMENT - BUILDING OFFICIAL	12,289	11,123	14,711
ASSISTANT DIR. OF COMMUNITY DEVELOPMENT- CITY PLANNER	12,292	10,443	13,810
ASSISTANT DIR. OF PUBLIC WORKS & TRANSPORTATION - CITY ENGINEER	13,167	11,248	14,875
ASST CHIEF INFORMATION OFFICER	10,973	9,371	12,394
ASST DIR ADMINISTRATIVE SERVICES - FINANCE	13,763	11,457	15,151
ASST DIR ADMINISTRATIVE SERVICES - HR	13,763	11,457	15,151
BUDGET AND REVENUE MANAGER	10,302	8,746	11,567
CHIEF INFORMATION OFFICER	13,721	12,118	16,026
CHIEF OF POLICE	19,296	15,363	20,318
DEPUTY CITY ENGINEER	10,673	9,568	12,653
DEPUTY CITY MANAGER	12,292	9,966	13,180
DEPUTY CITY MANAGER	12,851	9,966	13,180
DEPUTY DIRECTOR OF TRANSPORTATION	11,397	10,271	13,584
DEPUTY FIRE CHIEF	17,400	13,217	17,480
DIRECTOR OF ADMINISTRATIVE SERVICES - CFO	16,092	13,944	18,441
DIRECTOR OF COMMUNITY DEVELOPMENT	16,132	13,820	18,277
DIRECTOR OF COMMUNITY SERVICES	15,115	12,952	17,129
DIRECTOR OF ECONOMIC DEVELOPMENT & MARKETING	10,888	9,238	12,218
DIRECTOR OF EMERGENCY MANAGEMENT	9,897	7,429	9,897
DIRECTOR OF PARKING OPERATIONS	11,612	9,771	12,923
DIRECTOR OF PROJECT ADMINISTRATION	10,754	9,247	12,229
DIRECTOR OF PUBLIC WORKS	16,064	14,106	18,655
DIVISION COMMANDER	13,449	10,346	13,449
ENVIRONMENTAL UTILITIES MANAGER	12,049	9,771	12,923
FIRE CHIEF	19,139	15,363	20,318
MAINTENANCE OPERATIONS MANAGER	10,749	10,284	13,601
RISK MANAGER	11,632	9,857	13,036
TRAINING AND DEVELOPMENT MANAGER	10,315	9,602	12,698

Pay Rates for Individuals: Actual rates are assigned WITHIN the entry to maximum range based on individual performance and periodic total compensation market surveys. There is No Entitlement to any specific rate within the range.

Attachment 5

Planning Commission Resolution
No. 1577 – CIP Consistency

RESOLUTION NO. 1577

A RESOLUTION OF THE PLANNING COMMISSION OF THE
CITY OF BEVERLY HILLS REPORTING TO THE CITY
COUNCIL ON THE CONSISTENCY OF THE PROPOSED
2010/11 CAPITAL IMPROVEMENT PROGRAM

The Planning Commission of the City of Beverly Hills hereby resolves as follows:

Section 1. California Government Code Section 65103 requires the planning agency of each city and county to annually review the capital improvement program (hereinafter, "CIP"). Pursuant to Government Code Section 65100, Paragraph C of Beverly Hills Municipal Code Section 10-1-102, assigns the planning agency function of the annual review of the CIP to the Planning Commission.

Section 2. On May 13, 2010, the Planning Commission, in its capacity as the Planning Agency, reviewed the City's Capital Improvement Program prepared for Fiscal Year 2010-2011, and covering the five-year period from Fiscal Year 2010-2011 through 2014-2015. Several projects were identified as potentially requiring further planning agency review prior to development, depending on refinements to the projects. However, the CIP overall advances the goals and objectives of the General Plan, and presents no impediments to achieving the goals and objectives of the General Plan.

Section 3. Based on the foregoing review, the Planning Commission hereby finds that the Capital Improvement Program for Fiscal Year 2010-2011, is consistent with the City's General Plan.

Section 4. The Secretary shall forward this Resolution to the City Council for its consideration together with the 2010/11 Capital Improvement Program.

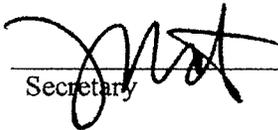
Section 5. The Secretary shall certify to the adoption of this Resolution and shall cause this Resolution and his certification to be entered in the Book of Resolutions of the Planning Commission of the City.

Adopted: **MAY 13, 2010**



Lili Bosse
Chair of the Planning Commission of the
City of Beverly Hills, California

ATTEST:



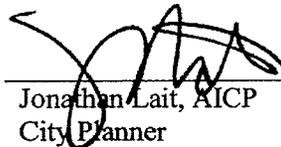
Secretary

Approved as to form:



David M. Snow
Assistant City Attorney

Approved as to content:



Jonathan Lait, AICP
City Planner



STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY OF BEVERLY HILLS)

I, JONATHAN LAIT, Secretary of the Planning Commission and City Planner of the City of Beverly Hills, California, do hereby certify that the foregoing is a true and correct copy of Resolution No. 1577 duly passed, approved and adopted by the Planning Commission of said City at a meeting of said Commission on May 13, 2010, and thereafter duly signed by the Secretary of the Planning Commission, as indicated; and that the Planning Commission of the City consists of five (5) members and said Resolution was passed by the following vote of said Commission, to wit:

AYES: Commissioners Cole, Corman, Furie, Vice Chair Yukelson, and
 Chair Bosse.

NOES: None.

ABSTAIN: None.

ABSENT: None.



JONATHAN LAIT, AICP
Secretary of the Planning Commission /
City Planner
City of Beverly Hills, California