

Beach Cities Health District Budget

Fiscal Year

2011-12

Adopted May 25, 2011



Beach Cities Health District

Budget 2011-2012

Board of Directors



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President



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Live Well. Health Matters.



This is the 4th consecutive year this award was achieved by Beach Cities Health District. The effort to seek and attain this award reflects the District's commitment to meet the highest standards of governmental budgeting and reporting.

The California Society of Municipal Finance Officers (CSMFO), established in 1957, exists to promote excellence in financial management through innovation, continuing education and professional development.

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BCHD FY2011-12 Budget



Budget Message



Live Well. Health Matters.

July 1, 2011

FY2011-12 BUDGET MESSAGE

This budget serves the Beach Cities Health District's mission, serving the health needs of the residents of Hermosa Beach, Manhattan Beach and Redondo Beach based on the board-approved health priorities. In this 7-page message, you will read globally about the budget and the support material provides more detail. This report highlights issues and opportunities facing the agency, identifies material changes from last year's budget, discusses steps to improve our ability to deliver services and discloses major assumptions. The purpose of this message is to clearly summarize the complex and detailed information contained throughout the budget documents. This District Budget becomes the guide for services and financial activity for the year July 1st 2011 through June 30th, 2012.

The balanced approach taken by the Board, CEO and Finance staff provides services in the current year, maintains the necessary infrastructure of capital assets and provides security to grow our ability to pay for services keeping pace with inflation.

This year's budgeted revenue increases slightly compared to prior year, necessitating careful management of expenses and capital expenditures. The District's budget this year projects services at a total delivery cost of \$10.2 million on a property tax increment base of only \$2.5 million. This leveraging is made possible by the supplemental funding streams of user fees, leases, investments and partnership revenues. The high degree of user-fee participation is an indicator that residents find value in the health services offered by the District.

Beach Cities Health District will leverage \$2.5 million from Property Taxes to provide \$10.2 million in services to the community in 2011-12

Budget Summary

The District budgets decreased revenues necessitated by economic changes, addressing the economic hurdles of uncertain property values, declining interest rates, and depressed partnership revenues, while maintaining the vast array of existing services.

Comparison to Prior Year Budget

	FY11-12 Budget	FY10-11 Budget	Increase (Decrease)	%
Revenue	10,225,292	10,012,617	212,675	2.1%
Operating Expenses	(10,177,436)	(9,414,902)	(762,534)	8.1%
Net Income Before Capital	47,857	597,716	(549,859)	-92.0%
Capital Expenditures	247,815	141,693	(106,122)	-74.9%
Capital Project Payback	400,000	456,000	56,000	12.3%
	(599,958)	23	(599,981)	

Financial accomplishments of this budget are:

- 1) Incorporation of Board-approved investment of \$600,000, the 2nd year in the 3-year Vitality City project
- 2) Recovery of the final \$400,000 in the District's long term capital investment in energy efficiency
- 3) Addition of three signed leases that increase the long-range plan for stability
- 4) A balanced budget aside from the Vitality City \$600,000 commitment.

Program accomplishments this budget provides are:

- Maintaining existing community health services delivery.
- Launching a pilot program for 2-5 year-olds to support healthy activity and weight
- Improved operational efficiencies at the Center for Health and Fitness and AdventurePlex
- Funds a new HR/payroll/personnel management system which should utilize technology to improve recruiting, payroll processing and personnel management in all departments

Population Served in the Beach Cities

<i>2010</i>		
<i>City</i>	<i>Population*</i>	<i>%</i>
Redondo Beach	68,105	55%
Manhattan Beach	36,773	30%
Hermosa Beach	19,599	16%
	124,477	100%

*California State Department of Finance, May, 2011

<i>Age Category</i>	<i>Population</i>	<i>%**</i>
Youth	23,651	19%
Adult	89,623	72%
Senior	11,203	9%
	124,477	100%

** US Census Bureau, 2000

The District's health priorities are an integral part of this budget. Across the three lifespan categories of youth, adult and older adults, specific health targets remain at the core of this budget, including services for the uninsured or underinsured.

Economic Issues Facing the District

Recent years' activity in the greater Real Estate market has adversely affected the District's Property Tax projection. A decline in the average appreciation of housing coupled with a decline in the rate of sales serve to slow the pace of assessed valuation by the Los Angeles County Tax Assessor. This budget projects a 0% increase in Property Tax over projected 2010-11.

The U.S. Bureau of Labor Statistics reported a March 2011 CPI-U (all urban consumers) of 3.3%; the 5-year average has been 2.08%.

The market decline in interest rates affects the District's Interest Revenue somewhat. District investments continue to mature only to be re-invested at current, lower, rates which lowers the average portfolio yield. PFM Asset Management, the District's investment manager, is forecasting a 1.80% average return on district investments under their management, which will result in a 34% decline in that portion of our interest revenue. Interest revenue is made up of a diversified pool of investments and notes receivable. Interest on Notes Receivable related to leases from Lazar Ducot, Leap & Bound Academy, Silverado Senior Living are all at stated rates

with the exception of \$2.5 million subject to an annual adjustment tied to the 1-year Constant Maturity Treasury index.

Budget and Comprehensive Annual Financial Reporting Awards

The District is committed to excellence in our financial management resulting in transparency to our residents and taxpayers in the way we steward public funds.

Beach Cities Health District has received the Meritorious Operating Budgeting Award for four consecutive years from the California Society of Municipal Finance Officers and continues to be the only California healthcare district to do so.



This award program is designed to recognize those agencies whose budget and financial reports meet certain state-wide standards considered to be of the highest quality. The effort to seek and attain this award reflects the District's commitment to meet the highest standards of governmental budgeting and reporting.

District Funding

Funding sources come from five main categories: User Fees (25 percent), Property Tax (24 percent), Interest on Investments (19 percent), Lease revenue (16 percent), and Partnership Revenue (14 percent).

User Fee revenue is normally projected on the basis of historic usage trends of actual services with a stretch goal incorporated for outreach to new service recipients. User fees are comprised of fees from direct users of Center for Health & Fitness and AdventurePlex. User Fee revenues are forecast to increase \$201,000 or 8 percent over 2010-11 Budget. AdventurePlex increases \$47,000 (4 percent) and Center for Health & Fitness increases \$165,000 (13 percent).

Diversified Funding Sources

	FY11-12 Budget	%
User Fees	2,591,282	25%
Property Tax	2,450,400	24%
Interest Income	1,921,990	19%
Leases	1,678,266	16%
Limited Partnerships	1,443,567	14%
Other	139,799	1%
Total Revenues	10,225,304	100%

Property Tax is forecast to remain flat. Due to the long-matured real estate market in the three beach cities, Property Taxes are not subject to the volatility as in other areas of the state. While depressed market and foreclosure activity have affected the local market, there is no glut of new housing inventory. The Los Angeles County Tax Assessor has revalued a significant number of properties, in essence negating properties that revalued at a higher basis due to sale.

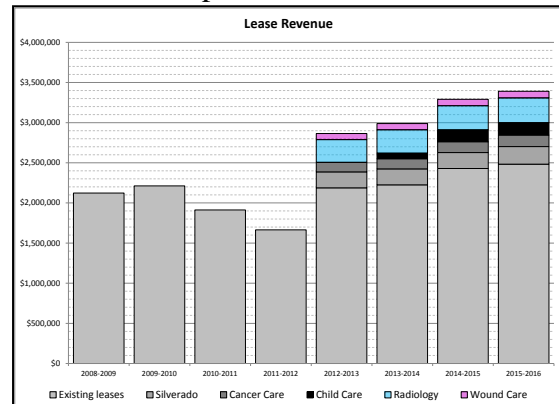
Lease revenues are projected on the basis of existing leases. The primary decrease for FY2011-12, as shown at table to right, is space previously leased by Providence Little Company of Mary vacated in March 2011 and is in process of being leased.

Three leases that have been executed are particularly noteworthy. While terms of these leases will not provide lease revenue in FY2011-12 but guarantee it for the length of their leases, all for ten years. Silverado Senior Living executed a

lease to occupy first floor space previously occupied by Providence plus space previously common area. Cancer Care and Associates executed a lease renewal for space on the fourth floor at an increased lease rate and will now pay full share of building operating expenses. Beach Cities Child Development Center has executed a lease for space in the Lower Level that includes a substantial amount of previously unrentable, common area or exterior parking lot being converted to outdoor playground space. The chart to right shows the addition of these additional sources of revenue, which are not budgeted in FY2011-12 but are now known for future years. No lease revenue nor building operating expense (BOE) recovery is budgeted in FY2011-12 for two remaining spaces in the building totaling 10,876 sq. ft., the 1st floor Radiology and Wound Care areas although prospective tenants are currently in discussion.

Lease Revenue Sources

	FY11-12 Budget	FY10-11 Budget	Increase (Decrease)	%
514 N. Prospect Ave.	1,120,268	1,379,875	(259,607)	-19%
1837 Pacific Coast Highway	242,015	224,412	17,603	8%
601 Pacific Coast Highway	160,704	157,728	2,976	2%
2114 Artesia Blvd.	152,280	147,960	4,320	3%
Flagler / Beryl lot	3,000	3,000	-	0%
	<u>1,678,266</u>	<u>1,912,975</u>	<u>(234,709)</u>	<u>-12%</u>



Partnership revenue is comprised of the District's limited partnership with Sunrise Senior Living, Hermosa Beach, and Beach District Surgery Center, located within our own 514 building. Sunrise is a mature operation with a calendar year budget from which we base our budget and is forecast an average of \$75,300 per month. This is a 2.9% decrease from prior year, in line with actual financial performance in the current fiscal year. Beach District Surgery Center achieved breakeven two years ago following their initial startup and is budgeted to average \$24,000 per month based on current results.

Investment revenue is a function of lease-related notes receivable and a portfolio of investments. Maturing bonds in the portfolio, energy savings and return of principal on the lease-related notes are subject to reinvestment risk at the prevailing market rates. PFM Asset management projects an average yield in FY2011-12 of 1.80%, which translates into a decrease of \$225,800 or 34%. The decrease in interest from the long-term Ducot note receivable is the normal shift in the amortization from interest to principal from the fixed payment schedule. Silverado Senior Living's note receivable was approved by the Board of Directors for an additional \$2,515,000 which at contracted rates will provide an increase in investment earnings of \$225,000.

Investment Earnings

	FY11-12 Budget	FY10-11 Budget	Increase (Decrease)	%
Investment Portfolio	432,000	657,800	(225,800)	-34%
Ducot Note	774,275	805,665	(31,390)	-4%
Silverado Note	705,000	480,000	225,000	47%
Leap & Bound Note	10,715	10,715	-	0%
	<u>1,921,990</u>	<u>1,954,180</u>	<u>(32,190)</u>	<u>-2%</u>

Commitment to Existing Services

The Health District's General Fund serves three subgroups of the population: youth, adult and older adult. This budget mirrors the service delivery serving our populace by lifespan are described as follows:

Youth Services

Youth Services comprises a broad array of services – in-school youth physical fitness, health education, nutrition, school nursing, the Live Well Kids program, and an array of services provided at AdventurePlex, a health and fitness center created especially for youth.

In the in-school youth services arena, this budget provides for Live Well Kids physical education program services and maintaining our gardening and nutrition efforts in eight Redondo Beach Unified public schools.

User fee revenues are budgeted to increase by \$47,000 compared to prior year budget and expenses are forecast to increase \$24,000. At Board request, staff analyzed direct-and indirect-administrative costs associated with AdventurePlex. The District's staffing and support of AdventurePlex reflects our commitment to quality, safety, and government's accountability to the public. AdventurePlex is unique in the community for commitment to credentialed staff and supervision, the facility built for optimizing community fitness not profit, and healthy food in the café. An indicator of improved efficiency, Salaries & Benefits, as a percent of revenue, decreases from 67% to 61%.

Adult Services

Existing adult services include the Center for Health Connection, GrowWell, Medical Reserve Corps, health screenings and Health Education classes.

The Center for Health and Fitness (CHF) is a medically-based, health and fitness facility that targets chronic disease patients, rehab patients, older adults, and underactive, first-time or inconsistent exercisers of all ages. Classes offered include Pilates and yoga classes for fitness and wellness. We anticipate an average of 2,770 CHF members.

User fee revenues are budgeted to increase by \$165,000 compared to prior year budget and expenses are forecast to increase \$210,000. At Board request, staff analyzed direct-and indirect-administrative costs associated with CHF. The District's staffing and support of CHF reflects our commitment to quality, safety. As an indicator of improved efficiency this year, Salaries & Benefits, as a percent of revenue, decrease from 81% to 77%.

The Center for Health Connection provides medical, dental and counseling services for qualified children and adults in the South Bay who are uninsured or underinsured. The center pre-screens individuals and connects those who qualify with fee-based and need-based health services. Case management spending decreases by \$59,000 or 11% from prior year due to realizing efficiencies improved management practices and identification of filled service gaps in the community.

Older Adult Services

The District's Older Adult Services Program provides the following services designed to improve the quality of life and maintain independence for older and disabled residents: confidential in-home assessment, care planning, advocacy, referrals to health and community services, in-home support and volunteer services.

Older Adult Care caseload, 450 to 550 frail elderly, continues to fully utilize budgeted Health Fund, the services BCHD provides to older and disabled residents. Demand for these services

exceeds budget; BCHD assessments for needed services indicate greater need, however current budget limitations necessitate level spending.

Administrative Services

Administrative Services is comprised of Executive, Human Resources, Communications and Outreach, Volunteer Services and Finance. Finance includes Accounting and Financial Reporting, Information Systems, Property and administration of Prospect One Corp.

Electricity expense is budgeted to increase \$65,000, as the utilization of the main campus is near maximum. BOE (Building Operative Expense) recovery allocation to tenants will increase substantially, \$198,000, because the previous tenant's lease did not provide for BOE recovery and as leases renew or new leases are negotiated, BOE recovery is written into new agreements, allocated on a square foot basis.

Outside services increases by \$656,000, due primarily to the Board approval of a 3-year agreement with Healthways for the Blue Zones / Vitality City project. Healthways will be spending approximately \$3,500,000 to our \$1,800,000 in directly-related health mission activity increasing measurable health outcomes in the three beach cities.

The District currently has approximately 600 volunteers, a stable program providing volunteer opportunities for a wide range of ages and interests across District programs.

Special Revenue Fund

Beach Cities Health District's special revenue fund segregates activity related to Prospect One Corporation, established to construct and operate medical office building space on the main campus of the District. Activity in this budget is comprised solely of interest income and expense related to the long-term lease of property on which the medical office buildings are located, plus the audit allocation for audit and income tax return filing. The interest revenue pertains to the 30-year note receivable from Ducot and the interest expense relates to the 30-year note payable to Ducot.

Capital Expenditures

The District defines Capital Expenditures as improvements that have a useful life exceeding one year and cost more than \$5,000. This budget makes a commitment \$248,000 for District capital needs. This represents a very conservative approach replacing only infrastructure elements that cannot be deferred.

Major accomplishments include re-roofing of portions of the 514 Prospect building, parking lot resurfacing, exterior window washing. The addition of a new automated HRIS system is budgeted capital cost of \$10,400.

Energy Efficiency Measures

A building energy assessment was completed in March 2006, that recommended eight energy efficiency measures which would save approximately 70 percent of the current building electricity and gas usage due to antiquated technology still in use. Those energy efficiency measures were a new chiller, new boilers, air-handling measures, a free-cooling heat exchanger, control system, lighting, cogeneration, and garage fan controls. Funding for this capital project was Board-approved in FY2007, construction and implementation is anticipated by end of FY2007-08 and energy recovery recovered through reduced electricity and gas usage in 2007-08 was \$432,000 and was \$456,000 in FY2008-09, 2009-10 and 2010-11. Savings in 2011-12 is budgeted at \$400,000, the final amount to be recovered.

Healthways Blue Zones Vitality City Project

In October, 2010, the Board of Directors approved a three-year commitment to invest \$1,800,000 over three years, bringing in \$3,500,000 outside funding, each year in a collaborative effort to improve the health, well-being and longevity of the Beach Cities' populations, as measured by in-place tools brought by Healthways, the Well-Being Index and the Blue Zones Vitality Compass. FY2011-12 spending of \$600,000 is the second of the three year project.

For first-time readers

We include information as an aid in illustrating how this budget dovetails with many areas of the organization. The Board-approved health priorities of the Health District that this budget must address are included for reference. A current organizational chart is included. Descriptions of District Funds and Account structure are included to aid in understanding of how the various department budgets roll up to the total. And for readers who may not be familiar with budget terms or District-specific acronyms, there are two addendums that will be helpful.

Conclusion

This budget:

- Preserves the array of existing services, adding a pilot program for 2-5 year-olds to support healthy activity and weight.
- Addresses the economic hurdles of declining property values, interest rates and partnership revenues
- Continues to recognize decreased lease revenue due to Providence Little Company of Mary's 2011 vacation of space in the 514 building however new executed leases gain additional building operating expense recovery and guarantee next-year lease revenue.
- Increases revenues by \$213,000 or 2 percent over last year's budget
- Increases operating expenses by \$762,000 or 8 percent over last year's budget, of which is \$600,000 is the Vitality City Blue Zones project
- Increases capital expenditures by \$106,000 or 75 percent over last year's budget
- Delivers the fifth year of energy efficiency capital recovery
- Provides for \$10.2 million in services on a property tax base of only \$2.5 million

We believe that last point exemplifies the excellent value our residents, taxpayers and voters receive from Beach Cities Health District on their investment in health paid through their property tax bill.

Live well, health matters.

Susan Burden
CEO
Beach Cities Health District

Steve Groom
CFO
Beach Cities Health District

BCHD FY2011-12 Budget

Budget Adoption Resolution



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Live Well. Health Matters.

RESOLUTION NO. 518

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE BEACH CITIES HEALTH DISTRICT
ADOPTING THE FINAL OPERATING AND CAPITAL BUDGET FOR THE
FISCAL YEAR 2011 - 2012

WHEREAS, a preliminary budget for Fiscal Year 2011-12, July 1, 2011 to June 30, 2012, has been prepared by the Chief Executive Officer and staff; and

WHEREAS, said budget incorporates expenditures for operating purposes, capital outlay and capital improvement projects; and

WHEREAS, the Finance Committee, a standing committee of the Board of Directors with responsibility for budget oversight to ensure the organization's financial health, has examined the preliminary budget for Fiscal Year 2011-12 and formulated a recommendation to the Board of Directors.

WHEREAS, the Board of Directors of the Beach Cities Health District has examined the preliminary budget for Fiscal Year 2011-12.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF BEACH CITIES HEALTH DISTRICT HEREBY RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS:

1. That the budget document which is on file with the Secretary to the Board, a summary of which is attached hereto as "Exhibit A," be and is adopted as the operating and capital budget for the District for FY 2011-12.
2. That the amounts designated in the final FY 2011-12 operating and capital budget are hereby appropriated and may be expended by the departments or funds for which they are designated and such appropriation shall not be increased except as provided herein.
3. Capital budget appropriation is authorized to completion of project, not limited to spending within fiscal years.
4. The Board may approve, in subsequent public meetings, additional budgetary appropriations as needed.
5. That the following controls are hereby placed on the use and transfer of budgeted funds:
 - (a) The Chief Executive Officer is responsible for keeping expenditures within budget allocations for positions, salaries, operational expenses and capital acquisitions and may adopt budget policies as necessary to carry out that responsibility. No expenditure of funds shall be authorized unless sufficient funds have been appropriated by the Board or Chief Executive Officer as described herein.
 - (b) The Chief Executive Officer may exercise discretion in administration of the budget to respond to changed circumstances, provided that any single modification in excess of \$10,000 shall require approval by the Board.

(c) The Chief Executive Officer may authorize transfers between lines and/or within funds or departments, within the limits imposed by the available funds in the operating and capital budget. 5(b) MCSS

(d) Except as provided by Section 3(b) herein, the Board must authorize any increase in the overall operating budget and capital budget.

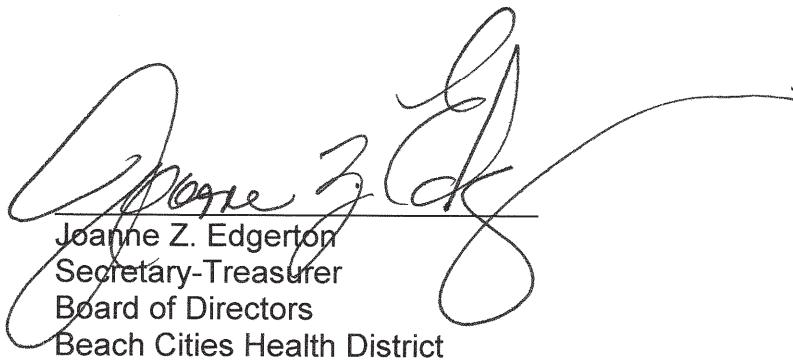
6. That this resolution shall become effective as of, on and after the 1st day of July, 2011.

PASSED, APPROVED, AND ADOPTED THIS 25th DAY OF MAY, 2011.



Marie Corr, President
Board of Directors
Beach Cities Health District

ATTEST:



Joanne Z. Edgerton
Secretary-Treasurer
Board of Directors
Beach Cities Health District

EXHIBIT A

Beach Cities Health District**District Total Rollup****Budget 2011-12**

	Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
Property Tax Revenue	2,450,400	2,450,400	2,484,000	2,450,558
Lease Revenue	1,678,266	1,912,975	2,192,717	2,323,538
Interest Revenue	1,921,990	1,954,180	2,148,779	1,878,507
Limited Partnership Revenue	1,443,567	1,191,651	1,218,333	1,392,941
User Fees Revenue	2,591,282	2,390,146	2,651,777	2,356,805
Other Revenue	139,787	113,265	81,952	121,295
TOTAL REVENUE	10,225,292	10,012,617	10,777,557	10,523,644
Cost of Goods Sold	144,590	141,370	137,406	152,401
Payroll	5,171,564	4,961,813	4,919,753	5,035,756
General & Administrative	463,842	367,772	378,984	374,948
Human Resources Related	160,710	152,272	216,816	131,510
Information Systems	157,419	84,501	94,481	117,981
Community Relations	225,755	295,665	385,179	271,096
Facilities Expenses	425,730	510,847	625,684	645,627
Professional Services	1,384,437	728,493	836,377	1,413,664
Interest and Other	516,235	535,756	553,793	537,091
Funds & Grants	1,527,154	1,636,412	1,690,258	1,658,870
TOTAL OPERATING EXPENSES	10,177,436	9,414,902	9,838,732	10,338,943
NET INCOME (LOSS) BEFORE CAPEX	47,857	597,716	938,825	184,701
Capital Expendures	247,815	141,693	482,700	79,037
Energy Recovery	400,000	456,000	456,000	456,000
NET INCOME (LOSS)	(599,958)	23	125	(350,336)

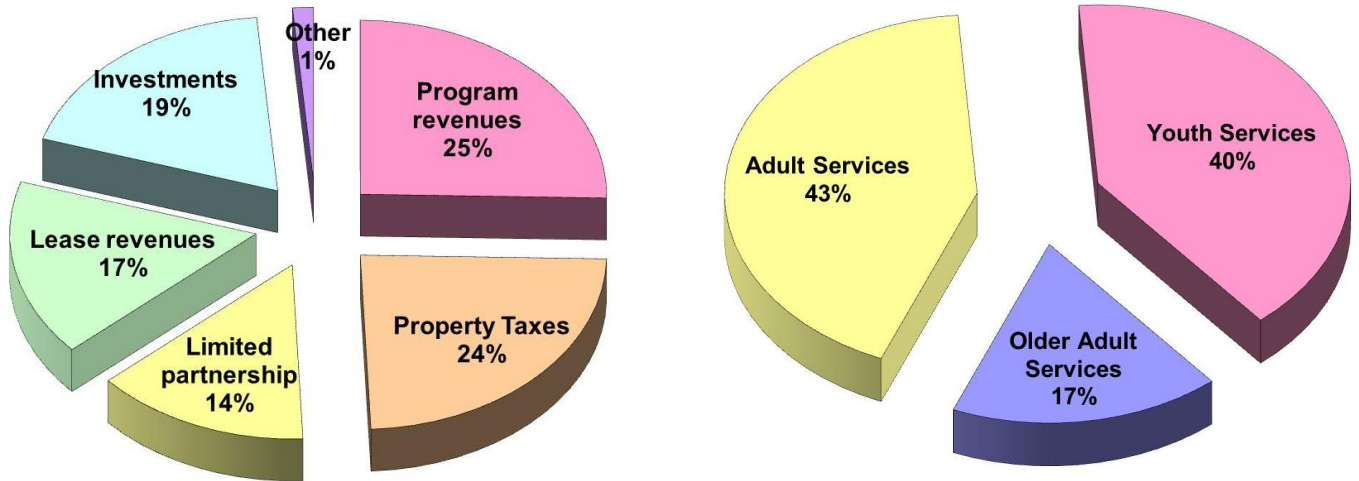
BCHD FY2011-12 Budget

Summary Charts



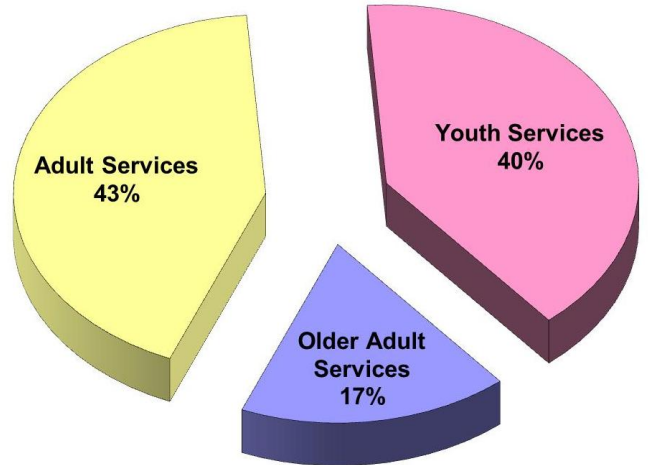
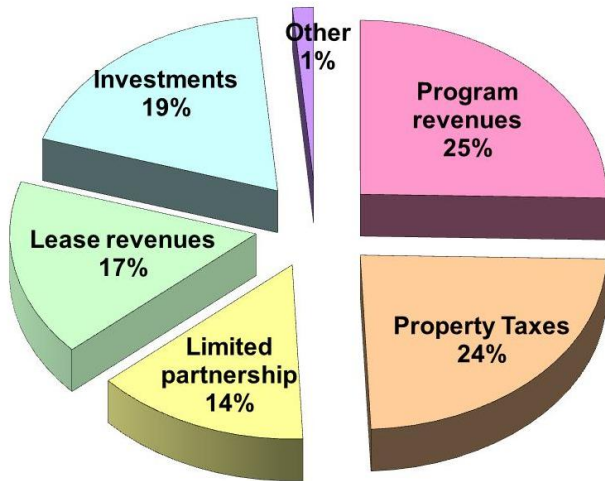
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Revenues - Expenses



**Beach Cities Health District's
FY2011-12 budget leverages
\$2.5 million in Property Tax
revenue to provide
\$10.2 million in services to the
community**

Revenues - Expenses



Revenues

Program revenues	2,591,282	25%
Property Taxes	2,450,400	24%
Limited partnership	1,443,567	14%
Lease revenues	1,678,266	16%
Investments	1,921,990	19%
Other	139,787	1%
	<u>10,225,292</u>	100%

Expenses

Older Adult Services	1,761,711	17%
Adult Services	4,333,789	43%
Youth Services	4,081,935	40%
	<u>10,177,436</u>	100%

Revenues

	FY11-12		FY10-11	
	Budget	%	Budget	%
Property Tax	2,450,400	24%	2,450,400	24%
Interest Income	1,921,990	19%	1,954,180	20%
Leases	1,678,266	16%	1,912,975	19%
Limited Partnerships	1,443,567	14%	1,191,651	12%
CHF User Fees	1,428,998	14%	1,264,444	13%
AdventurePlex User Fees	1,160,084	11%	1,113,142	11%
Other	141,987	1%	125,825	1%
Total Revenues	<u>10,225,292</u>	100%	<u>10,012,617</u>	100%



BCHD Health Priorities

CHILDREN

(birth to 17 years of age)
23,025 beach cities' residents
19 percent of population

- Overweight, obesity and physical inactivity, including diabetes prevention
- Alcohol, tobacco and other drug abuse
- Responsible sexual behavior, including STD prevention
- Mental health including depression, coping with loss, and suicide prevention
- Family and peer violence

ADULTS

(18 to 64 years of age)
89,142 beach cities' residents
72 percent of population

- Overweight, obesity and physical inactivity
- Alcohol, tobacco and other drug abuse
- Mental health including depression, coping with loss, and suicide and domestic violence prevention
- Preventive health care, including STD prevention

OLDER ADULTS

(65+ years of age)
11,747 beach cities' residents
9 percent of population

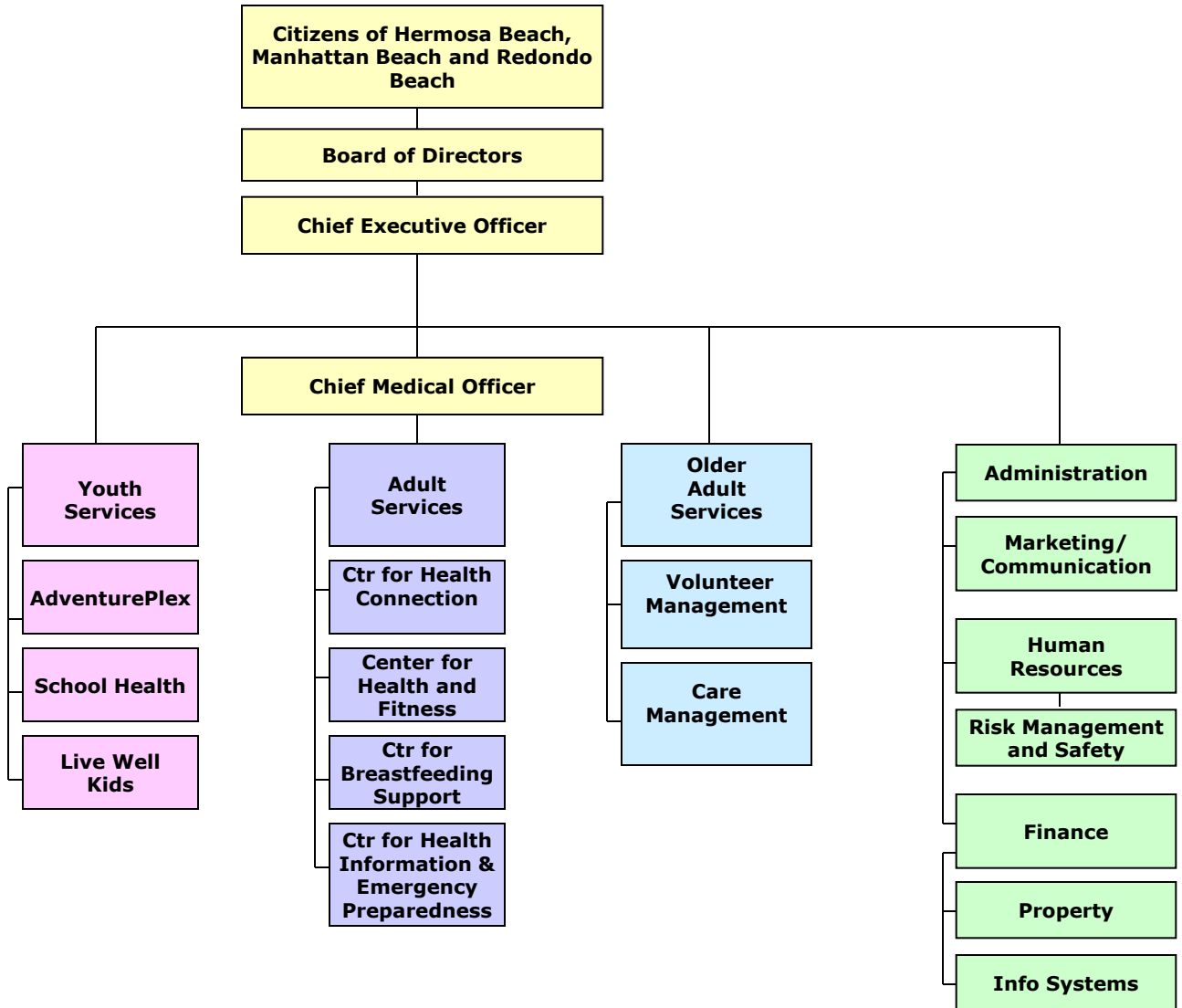
- Overweight, obesity and physical inactivity
- Hypertension, heart disease and diabetes
- Mental health including isolation, depression, coping with loss, and dementia
- Functional limitations and disabilities
- Cancer

Dental services for all age groups

Information, referral and screening services for all age groups

March 30, 2005/Amended January 25, 2006
(Not listed in any particular order)

Organization Chart



BCHD FY2011-12 Budget

Personnel



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Beach Cities Health District
 Budget 2011-12 - Personnel - FTE summary

	Budget FY2009-10	Budget FY2010-11	Budget FY2011-12
Executive	4.20	2.00	2.00
Human Resources	2.00	5.00	5.00
Finance/IT/Property	7.60	7.60	7.60
Communications	2.80	2.40	3.00
Total Administration	16.60	17.00	17.60
Senior Adult Care	8.00	7.88	8.50
Total Senior Services	8.00	7.88	8.50
AdventurePlex	20.36	21.56	22.05
Youth Services - Other	6.76	5.50	6.26
Total Youth Services	27.12	27.06	28.31
Center for Health & Fitness	18.70	17.77	17.31
Vitality City	-	-	1.00
Adult Services - Other	5.32	6.50	5.00
Total Adult Services	24.02	24.27	23.30
	75.74	76.21	77.71

Beach Cities Health District
Budget 2011-12 - Personnel - FTE detail

	Prior Year	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Total	Avg.
Executive															
170 CEO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
170 CEO/Board Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
	2.00	2.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24.00	2.00
Human Resources															
110 Director of Human Resource	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
110 Human Resources Generali	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
110 Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
110 Executive Assistant to CEO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
150 Volunteer Services Mgr	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	60.00	5.00
Finance															
120 Senior Accounting Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
120 Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
120 Director of Finance & Busine	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
120 Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
710 Sr. Manager Real Estate	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	3.00	0.25
710 Maintenance Supervisor	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	3.00	0.25
710 Maintenance Engineer	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	3.00	0.25
710 Administrative Assistant II	0.25	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	1.80	0.15
730 Sr. Manager Real Estate	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	9.00	0.75
730 Maintenance Supervisor	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	9.00	0.75
730 Maintenance Engineer	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	9.00	0.75
730 Administrative Assistant II	0.75	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	5.40	0.45
	8.00	7.60	7.60	7.60	7.60	7.60	7.60	7.60	7.60	7.60	7.60	7.60	7.60	91.20	7.60
Communications															
160 Communications Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
160 Graphic Designer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
160 Community Relations	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	36.00	3.00
Senior Adult Care															
200 Care Management Coordina	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
200 Care Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
200 Director of Community Care	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
200 Care Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
200 Care Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
200 Care Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
200 Care Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
200 Administrative Assistant II	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
200 Care Manager I	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
200 Care Manager I	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50	102.00	8.50
Vitality City															
800 Sr. Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
Youth Services															
405 Youth Services Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
405 Administrative Assistant	0.63	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
482 Program Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
482 Dietitian	1.00	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	3.00	0.25
482 Garden Coordinator	0.50	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	7.50	0.63
483 Physical Education Specialis	1.00	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	10.62	0.88
483 Physical Education Specialis	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
483 Behavioral Health Education	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
631 General Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
631 Café/Maintenance Supervisi	0.50	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
631 Adventure Staff (Adventure	varies	0.40	0.40	-	-	-	-	-	-	-	-	-	-	0.80	0.07
631 Adventure Staff (Adventure	varies	0.50	0.50	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	3.00	0.25
631 Adventure Staff (Adventure	varies	-	-	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.00	0.17
631 Adventure Staff (Adventure	varies	0.60	0.60	0.25	0.25	0.30	0.30	0.25	0.25	0.25	0.25	0.25	0.25	3.80	0.32
631 Adventure Staff (Adventure	varies	0.50	0.50	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	3.50	0.29
631 Adventure Staff (Adventure	varies	0.50	0.50	0.20	0.20	0.25	0.25	0.20	0.20	0.20	0.20	0.20	0.20	3.10	0.26
631 Adventure Staff (Adventure	varies	0.50	0.50	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	3.50	0.29
631 Adventure Staff (Adventure	varies	0.40	0.40	-	-	-	-	-	-	-	-	-	-	0.80	0.07
631 Adventure Staff (Adventure	varies	0.40	0.40	-	-	-	-	-	-	-	-	-	-	0.80	0.07
631 Adventure Staff (Adventure	varies	-	-	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	2.50	0.21
631 Adventure Staff (Adventure	varies	0.60	0.60	0.65	0.65	0.70	0.70	0.65	0.65	0.65	0.65	0.65	0.65	7.80	0.65
631 Adventure Staff (Adventure	varies	0.45	0.45	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	3.40	0.28

Beach Cities Health District
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	Prior Year	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Total	Avg.
631 Adventure Staff (Adventure varies		0.50	0.50	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	3.50	0.29
631 Adventure Staff (Adventure varies		-	-	0.35	0.35	0.50	0.50	0.35	0.35	0.35	0.35	0.35	0.35	3.80	0.32
631 Adventure Staff (Adventure varies		0.50	0.50	0.30	0.30	0.30	0.30	0.25	0.25	0.25	0.25	0.25	0.25	3.70	0.31
631 Adventure Staff (Adventure varies		0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
631 Adventure Staff (Adventure varies		0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
631 Adventure Staff (Adventure varies		0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
631 Adventure Staff (Adventure varies		0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
631 Adventure Staff (Adventure varies		0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
631 Adventure Staff (Adventure varies		0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
631 Adventure Staff (Adventure varies		0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
632 Outdoor Supervisor	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
632 Outdoor Staff	varies	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	3.00	0.25
632 Outdoor Staff	varies	-	-	0.20	0.21	0.20	0.30	0.20	0.20	0.20	0.20	0.20	0.20	2.11	0.18
632 Outdoor Staff	varies	-	-	0.20	0.21	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.01	0.17
632 Outdoor Staff	varies	-	-	0.20	0.20	0.20	0.30	0.20	0.20	0.20	0.20	0.20	0.20	2.10	0.18
632 Outdoor Staff	varies	0.20	0.20	-	0.20	-	-	0.10	-	-	-	-	0.10	0.80	0.07
632 Outdoor Staff	varies	0.20	0.20	-	0.20	-	-	0.20	-	-	-	-	0.10	0.90	0.08
632 Outdoor Staff	varies	0.30	0.30	0.10	0.25	0.15	0.20	0.10	0.10	0.10	0.10	0.10	0.20	2.00	0.17
632 Outdoor Staff	varies	0.30	0.30	-	0.20	-	-	0.15	-	-	-	-	0.10	1.05	0.09
632 Outdoor Staff	varies	0.20	0.20	-	-	-	-	0.15	-	-	-	-	-	0.55	0.05
632 Outdoor Staff	varies	0.20	0.20	-	-	-	-	0.20	-	-	-	-	-	0.60	0.05
632 Outdoor Staff	varies	0.20	0.20	-	-	-	-	0.09	-	-	-	-	-	0.49	0.04
632 Instructors	varies	0.38	0.34	0.41	0.56	0.50	0.46	0.50	0.59	0.55	0.50	0.43	0.37	5.59	0.47
633 Event Supervisor	0.33	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
633 Event Specialist	varies	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	7.20	0.60
633 Adventure Staff (Party Facili	varies	0.80	0.62	0.30	0.45	0.34	0.40	0.32	0.13	0.16	0.30	0.29	0.30	4.41	0.37
633 Adventure Staff (Party Facili	varies	-	-	0.31	0.45	0.34	0.41	0.33	0.14	0.16	0.31	0.30	0.31	3.06	0.26
633 Adventure Staff (Party Facili	varies	0.80	0.62	0.30	0.45	0.34	0.40	0.32	0.13	0.16	0.30	0.29	0.30	4.41	0.37
633 Adventure Staff (Party Facili	varies	0.80	0.62	0.31	0.45	0.34	0.41	0.33	0.14	0.16	0.31	0.30	0.31	4.48	0.37
633 Adventure Staff (Party Facili	varies	-	-	0.30	0.45	0.34	0.40	0.32	0.13	0.16	0.30	0.29	0.30	2.99	0.25
633 Adventure Staff (Party Facili	varies	0.80	0.62	0.31	0.45	0.34	0.41	0.33	0.14	0.16	0.31	0.30	0.31	4.48	0.37
633 Adventure Staff (Party Facili	varies	-	-	-	0.45	0.34	0.40	-	0.13	0.16	-	0.29	-	1.77	0.15
634 Camp Supervisor	1.00	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
634 Adventure Staff (Camps)	0.31	1.00	1.00	-	-	0.17	0.42	-	-	-	0.10	-	0.70	3.39	0.28
634 Adventure Staff (Camps)	0.31	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	0.31	1.00	1.00	-	0.06	0.13	0.19	0.06	0.18	-	-	-	0.70	3.32	0.28
634 Adventure Staff (Camps)	0.31	1.00	1.00	0.09	0.06	0.05	0.46	0.03	0.10	-	0.43	-	0.70	3.93	0.33
634 Adventure Staff (Camps)	0.31	1.00	1.00	-	-	0.17	-	-	0.05	-	-	-	0.70	2.92	0.24
634 Adventure Staff (Camps)	0.31	1.00	1.00	-	0.11	-	-	0.03	-	-	-	-	0.70	2.84	0.24
634 Adventure Staff (Camps)	0.31	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	0.31	1.00	1.00	-	-	-	0.31	-	-	-	-	-	0.70	3.02	0.25
634 Adventure Staff (Camps)	0.31	1.00	1.00	-	0.06	-	0.40	0.05	0.04	-	-	-	0.70	3.26	0.27
634 Adventure Staff (Camps)	0.31	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	0.30	1.00	1.00	-	-	0.05	0.43	0.05	0.17	-	0.05	-	0.70	3.45	0.29
634 Adventure Staff (Camps)	0.27	1.00	1.00	-	0.06	0.09	0.41	-	-	-	-	-	0.70	3.26	0.27
634 Adventure Staff (Camps)	0.25	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	0.23	1.00	1.00	-	-	0.04	0.27	-	-	-	0.06	-	0.70	3.08	0.26
634 Adventure Staff (Camps)	0.21	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	0.21	1.00	1.00	0.19	0.06	0.22	0.16	-	0.13	-	-	-	0.80	3.55	0.30
634 Adventure Staff (Camps)	0.19	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	0.19	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	-	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	-	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	-	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	-	1.00	1.00	-	-	0.06	0.34	0.11	-	-	-	-	0.70	3.21	0.27
634 Adventure Staff (Camps)	0.19	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
634 Adventure Staff (Camps)	0.19	1.00	1.00	0.05	0.06	0.07	-	-	-	-	-	-	0.70	2.88	0.24

Beach Cities Health District
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	Prior Year	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Total	Avg.
634 Adventure Staff (Camps)	0.19	1.00	1.00	-	-	-	-	-	-	-	-	-	0.70	2.70	0.23
651 Title-Café Supervisor	1.00	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	9.60	0.80
651 Cook/Maintenance	0.75	0.70	0.70	0.40	0.40	0.40	0.70	0.40	0.40	0.40	0.40	0.40	0.70	6.00	0.50
651 Cook/Maintenance	0.81	0.64	0.64	0.40	0.40	0.40	0.64	0.40	0.40	0.40	0.40	0.40	0.64	5.76	0.48
651 Cook/Maintenance	0.81	0.47	0.49	0.09	0.09	0.09	0.49	0.09	0.09	0.09	0.09	0.09	0.49	2.66	0.22
651 Cook/Maintenance	0.81	0.27	0.25	0.08	0.08	0.08	0.25	0.08	0.08	0.08	0.08	0.08	0.25	1.66	0.14
651 Cook/Maintenance	0.69	0.51	0.48	0.10	0.10	0.10	0.48	0.10	0.10	0.10	0.10	0.10	0.48	2.75	0.23
651 Cook/Maintenance	0.69	0.50	0.50	0.10	0.10	0.10	0.50	0.10	0.10	0.10	0.10	0.10	0.50	2.80	0.23
651 Cook/Maintenance	0.69	0.27	0.29	0.08	0.08	0.08	0.29	0.08	0.08	0.08	0.08	0.08	0.29	1.78	0.15
651 Cook/Maintenance	0.23	0.27	0.37	0.06	0.06	0.06	0.37	0.06	0.06	0.06	0.06	0.06	0.37	1.86	0.16
	27.76	52.17	51.50	20.49	22.88	22.20	27.63	21.55	20.07	19.54	20.84	20.36	40.48	339.70	28.31
Adult Services															
605 Chief Medical Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
410 GrowWell Coordinator	0.28	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
440 CHIEP Coordinator	0.75	-	-	-	-	-	-	-	-	-	-	-	-	-	-
452 CHIEP Coordinator	0.25	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	4.99	0.42
500 Access and Advocacy Mana	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
500 Education and Emergency M	1.00	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	6.98	0.58
500 Intake Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
611 Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
611 Assistant General Manager	1.00	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
611 Contract and Billing Speciali	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
611 Front Desk Staff II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
611 Back Office Pilates	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	9.00	0.75
611 Registered Dietitian	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
611 Front Desk I	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
611 Front Desk I	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	9.00	0.75
611 Personal Trainer--Orientatio	varies	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	1.80	0.15
611 Personal Trainer--Orientatio	varies	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	1.80	0.15
611 Personal Trainer--Orientatio	varies	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	1.80	0.15
611 Personal Trainer--Orientatio	varies	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	1.80	0.15
611 Front Desk Staff	varies	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	2.40	0.20
611 Personal Trainer--Orientatio	varies	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.60	0.05
611 Personal Trainer--Orientatio	varies	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.60	0.05
611 Personal Trainer--Orientatio	varies	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.60	0.05
611 Personal Trainer--Orientatio	varies	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.60	0.05
611 Front Desk I	varies	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	4.80	0.40
611 Front Desk I	varies	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	4.80	0.40
611 Front Desk I	varies	0.10	-	0.10	-	-	-	0.10	-	-	0.10	-	-	0.40	0.03
611 Front Desk I	varies	0.10	-	0.10	-	-	-	0.10	-	-	0.10	-	-	0.40	0.03
611 Front Desk I	varies	0.10	-	0.10	-	-	-	0.10	-	-	0.10	-	-	0.40	0.03
611 Front Desk I	varies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
611 Front Desk I	varies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
611 Front Desk Staff	varies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
611 Clubhouse I	varies	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
611 Clubhouse I	varies	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	3.60	0.30
611 Clubhouse I	varies	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	4.80	0.40
611 Clubhouse I	varies	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	4.80	0.40
611 Clubhouse I	varies	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	6.00	0.50
611 Instructors	varies	1.42	1.42	1.42	1.42	1.42	1.42	1.42	1.42	1.42	1.42	1.42	1.42	17.04	1.42
612 Personal Trainer Coordinato	varies	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
612 Personal Trainer--Training	varies	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	9.00	0.75
612 Personal Trainer--Training	varies	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	4.70	0.39
612 Personal Trainer--Training	varies	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	9.00	0.75
612 Personal Trainer--Training	varies	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	9.00	0.75
612 Personal Trainer--Training	varies	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	1.20	0.10
612 Personal Trainer--Training	varies	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	1.20	0.10
612 Personal Trainer--Training	varies	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	1.20	0.10
612 Personal Trainer--Training	varies	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	1.20	0.10
613 Assistant General Manager	varies	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	4.80	0.40
613 Instructors	varies	1.22	1.20	1.22	1.20	1.20	1.40	1.22	1.20	1.20	1.22	1.20	1.40	14.90	1.24
614 Assistant General Manager	varies	0.36	0.36	0.36	0.36	0.36	0.36	0.36	0.36	0.36	0.36	0.36	0.36	4.32	0.36
614 Instructors	varies	1.05	1.05	1.05	1.05	1.05	1.20	1.05	1.05	1.05	1.05	1.05	1.20	12.90	1.08
615 Assistant General Manager	varies	0.04	0.04	0.04	0.04	0.04	0.04	0.04	0.04	0.04	0.04	0.04	0.04	0.48	0.04
615 Instructors	varies	0.44	0.44	0.42	0.44	0.44	0.42	0.44	0.44	0.42	0.44	0.44	0.42	5.17	0.43
	23.31	23.88	23.56	23.85	23.56	23.56	23.89	23.88	23.56	23.54	23.88	23.56	23.99	267.64	22.30
	78.57	103.15	101.17	70.44	72.54	72.86	78.61	72.53	70.73	70.18	71.82	71.02	91.57	932.54	77.71

BCHD FY2011-12 Budget

Contract Services



Live Well. Health Matters.

Beach Cities Health District
Contract Services & Case Management Services
Budget FY 2011-12

Account	Description	FY 11-12 BUDGET	FY 10-11 BUDGET	FY 09-10 BUDGET
Contract Services - Senior				
1-200-200-5930-07	City of RB Senior/Adult Disabled Health	4,483	4,483	4,483
1-200-200-5930-24	South Bay Adult Care Center	9,324	9,324	9,324
1-200-200-5930-29	The Center for the Partially Sighted	4,373	4,373	4,373
1-200-200-5930-31	The Salvation Army Meals on Wheels	58,045	58,045	58,045
1-200-200-5930-33	YMCA - Senior Nutrition	17,520	17,520	17,520
1-200-200-5930-34	RB Sr. Aid Program	5,952	7,248	6,648
	Senior Subtotal	99,697	100,993	100,393
Contract Services - Youth				
1-400-405-5930-10	HBCSD - Counseling	26,442	26,442	26,442
1-400-405-5930-11	HBCSD - Health Aides	30,360	30,360	30,360
1-400-405-5930-12	HBCSD - Nutrition	7,620	7,620	7,620
1-400-405-5930-13	HBCSD - Physical Education	44,111	44,111	44,111
1-400-405-5930-15	MBUSD - Counseling	95,376	95,376	95,376
1-400-405-5930-16	MBUSD - Nurses/Health Aides	83,184	83,184	83,184
1-400-405-5930-17	MBUSD - Sub Abuse Program	9,048	9,048	9,048
1-400-405-5930-18	MBUSD - Physical Education	81,060	81,060	81,060
1-400-405-5930-19	RBUSD - Academy of Health and Fitness	-	5,208	5,208
1-400-405-5930-20	RBUSD - Counseling	127,398	177,372	177,372
1-400-405-5930-21	RBUSD - Nurses/Health Aides	115,452	115,452	115,452
1-400-405-5930-22	RBUSD - SARB 16	14,892	14,892	14,892
1-400-405-5930-34	HB Bully Prevention Program	5,868	660	660
1-400-405-5930-35	RB Bully Prevention Program	-	5,196	5,196
	RB K-9	6,000		
	Youth Subtotal	646,811	695,981	695,981
Contract Services - CHC				
1-500-500-5930-02	City of HB Paramedic services	21,840	21,840	21,840
1-500-500-5930-10	City of HB DV Advocacy Program	-	9,396	9,396
1-500-500-5930-03	City of MB Paramedic services	29,364	29,364	29,364
1-500-500-5930-11	City of MB DV Advocacy Program	-	9,396	9,396
1-500-500-5930-04	City of RB Paramedic services	48,000	48,000	48,000
1-500-500-5930-08	City of RB Police Dept. DV Program	13,272	13,272	13,272
	Health Connection Subtotal	112,476	131,268	131,268
Contract Services - Board				
1-100-170-5930-00	MicroGrant	25,000	30,000	25,000
	Board subtotal	25,000	30,000	25,000
	Grants total	883,984	958,242	952,642
Case Managed Services - Senior				
1-200-200-5935-00	Senior Health Fund	190,000	190,000	195,000
		190,000	190,000	195,000
Case Managed Services - CHC				
1-500-500-5936-40	Adult Commodity	47,030	47,030	43,524
1-500-500-5936-50	Adult Medical	-	-	-
1-500-500-5936-53	Adults w/ minor children	21,904	21,904	22,716
1-500-500-5936-55	Adult Medical Non-Profit	64,296	64,296	74,988
1-500-500-5936-56	Adults w/out minor children	33,205	33,205	34,440
1-500-500-5936-60	Adult Counseling	-	-	24,312
1-500-500-5936-65	Adult Individual	90,550	90,550	76,152
1-500-500-5936-70	Adult Dental	-	-	-
1-500-500-5936-80	Adult Psychiatric	-	-	11,124
1-500-500-5936-90	Adult Group	24,964	64,964	109,716
1-500-500-5937-50	Child Medical	-	-	-
1-500-500-5937-52	Child Pediatric	23,419	23,419	18,216
1-500-500-5937-55	Child Medical NP	-	-	2,100
1-500-500-5937-60	Child Counseling	-	-	16,236
1-500-500-5937-65	Child Individual	68,808	68,808	53,520
1-500-500-5937-70	Child Dental	23,914	23,914	18,600
1-500-500-5937-80	Child Psychiatric	-	-	1,812
1-500-500-5937-90	Child Group	41,580	41,580	31,164
		439,670	479,670	538,620
	Case Management Total	629,670	669,670	733,620
		1,513,654	1,627,912	1,686,262

BCHD FY2011-12 Budget

District Profile / Demographics



Live Well. Health Matters.

Date: July 1, 2011

Profile/Demographics

Established

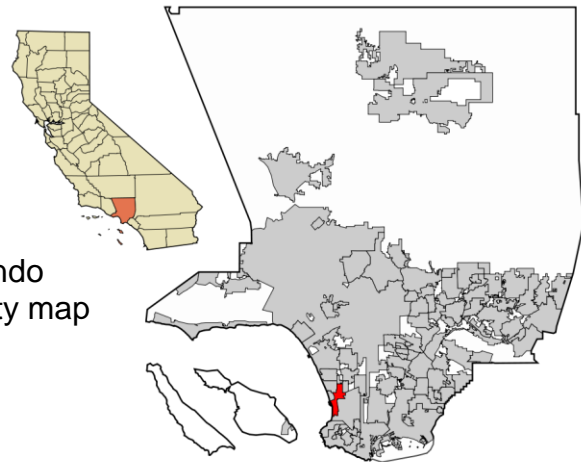
The Beach Cities Health District is a public government agency, one of 78 California Health Districts, in operation since 1955. In 1993, the District changed its name from the South Bay Hospital District to the Beach Cities Health District.

Governing Body

Board of Five Directors

Cities Served -

Hermosa Beach, Manhattan Beach, and Redondo Beach (highlighted in red in Los Angeles County map on right).



Location -

The Beach Cities Health District is located in Redondo Beach, CA approximately 18 miles Southwest of Los Angeles and 5 miles South of Los Angeles Airport (LAX).

<i>City</i>	<i>2010</i>	
	<i>Population*</i>	<i>%</i>
Redondo Beach	68,105	55%
Manhattan Beach	36,773	30%
Hermosa Beach	19,599	16%
	<u>124,477</u>	100%

*California State Department of Finance, May, 2011

<i>Age Category</i>	<i>Population</i>	<i>%**</i>
Youth	23,651	19%
Adult	89,623	72%
Senior	11,203	9%
	<u>124,477</u>	100%

** US Census Bureau, 2000

BCHD FY2011-12 Budget



Financial Summaries



Live Well. Health Matters.

Beach Cities Health District
District Total Rollup
Budget 2011-12

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
--- 4020-	Property Tax Revenue	2,450,400	2,450,400	2,484,000	2,450,558
	TOTAL TAX REVENUE	2,450,400	2,450,400	2,484,000	2,450,558
		-	-	-	-
--- 4110-	Lease Revenue	1,678,266	1,912,975	2,192,717	2,323,538
--- 4120-	Revenue - POC	-	-	-	-
--- 4130-	Revenue - Prospect South Bay	-	-	-	-
--- 4140-	Interest Revenue	1,921,990	1,954,180	2,148,779	1,878,507
--- 4150-	Limited Partnership Revenue	1,443,567	1,191,651	1,218,333	1,392,941
	TOTAL INVESTMENT REVENUE	5,043,823	5,058,806	5,559,829	5,594,986
--- 4210	Revenue - Classes / Group	691,464	713,004	747,954	688,132
--- 4220	Membership Revenue	773,164	734,141	849,711	751,275
--- 4230	Individual/Consult/Single-Day	861,800	683,952	760,089	656,349
--- 4250	Childcare Revenue	7,500	3,000	8,600	8,669
--- 4260	Food/Beverage Revenue	242,439	237,924	253,458	235,845
--- 4270	Equipment Sales Revenue	-	-	-	-
--- 4280	Equipment Rental Revenue	-	3,000	3,000	-
--- 4290	Retail Revenue	14,915	15,126	28,965	16,534
	TOTAL USER FEES REVENUE	2,591,282	2,390,146	2,651,777	2,356,805
--- 4390-	Revenue (discontinue unless misc)	17,420	780	2,400	11,736
--- 4310-	Memorial Donations Revenue	8,620	8,620	9,620	11,651
--- 4320-	Grants	113,759	103,865	69,932	97,907
--- 4999-	Transfers in (out)	(12)	-	-	-
	TOTAL OTHER REVENUE	139,787	113,265	81,952	121,295
		10,225,292	10,012,617	10,777,557	10,523,644
--- 5610-	COGS - Cost of Goods Sold - non-fo	38,390	42,970	41,874	46,174
--- 5620-	Cafe Supplies - cost of good sold - fo	106,200	98,400	95,532	106,227
	TOTAL COST OF GOODS SOLD	144,590	141,370	137,406	152,401
--- 5010-	Salaries - Reg FT-Ben	3,017,173	2,898,184	2,851,956	2,911,817
--- 5015-	Salaries - Reg PT - Ben	258,382	238,874	290,558	235,618
--- 5018-	Salaries - Reg PT - PERS-only	64,656	49,992	25,878	29,810
--- 5020-	Salaries - Reg PT - no Ben	405,330	422,589	397,846	488,277
--- 5025-	Salaries - Temporary PT - No Ben	-	-	-	-
--- 5030-	Salaries - Instructors - no Ben	291,463	308,427	343,076	338,830
--- 5035-	Cafeteria Plan Contribution	430,812	412,828	407,712	399,887
--- 5040-	Payroll Taxes	262,650	257,109	263,891	263,825
--- 5050-	LTD Insurance Premiums	21,984	16,680	19,866	22,388
--- 5055-	Pension Benefits	347,114	289,930	254,370	302,039
--- 5060-	Unemployment Benefits	50,000	45,000	40,000	42,003
--- 5065-	Employee Incentive Bonus	20,700	20,700	24,100	1,260
--- 5070-	Employee Service Awards Expense	1,300	1,500	500	-
--- 5057-	Vacation/Sick Leave	-	-	-	-
	TOTAL PAYROLL	5,171,564	4,961,813	4,919,753	5,035,756
--- 5210-	Consumables (food used as supplies)	11,450	11,205	11,060	9,472
--- 5215-	Insurance - General	228,582	185,429	187,637	183,624
--- 5220-	Employee Travel/Parking	35,325	25,370	29,168	20,869
--- 5222-	Client transportation	14,625	18,500	16,375	19,213
--- 5225-	Office Supplies	38,957	28,358	25,211	32,869
--- 5227-	Gym/Locker room Supplies	13,500	8,400	8,040	14,222
--- 5228-	Program Supplies	83,457	70,913	82,519	72,415
--- 5229-	Janitorial supplies	20,177	18,708	18,084	21,490
--- 5230-	Other Supplies	17,768	890	890	773
	TOTAL GEN & ADMIN EXPENSES	463,842	367,772	378,984	374,948
--- 5110-	Employee Retention & Recognition	9,825	10,120	9,270	16,076
--- 5111-	Employee Wellness	3,000	3,000	6,428	-
--- 5112-	Employee Assistance	3,600	3,000	3,264	3,063
--- 5115-	ADP Payroll Processing Fees	27,584	28,637	28,860	27,952
--- 5120-	Education & Training Seminars	37,491	32,478	66,765	25,173
--- 5125-	Insurance - Worker's Comp	49,865	43,561	57,264	44,533
--- 5130-	Recruitment	9,495	10,504	13,340	7,173
--- 5140-	Tuition Reimbursement	13,100	16,942	27,025	3,762
--- 5145-	Uniforms	6,750	4,030	4,600	3,776
	TOTAL HUMAN RESOURCES EXPE	160,710	152,272	216,816	131,510
--- 5311-	IT Server Equipment	13,500	2,000	10,265	12,496
--- 5312-	IT Workstations	19,600	6,000	12,750	24,303
--- 5313-	Presentational Equipment	1,600	1,800	1,500	1,600
--- 5314-	Phone Equipment	-	-	2,850	1,728
--- 5315-	IT Repair & Maint Parts	1,320	672	2,000	1,320
--- 5316-	IT Website / Internet Equipment	1,500	1,200	2,000	-
--- 5317-	IT Monitors & Printers	2,700	2,280	3,000	696
--- 5320-	IT Network Expense	6,400	6,400	6,400	6,399
--- 5330-	IT Software Expense	110,799	64,149	53,716	69,438
	TOTAL MIS EXPENSES	157,419	84,501	94,481	117,981
--- 5410-	Advertising	47,700	44,678	20,620	44,500
--- 5415-	Community Education Materials	-	-	-	122
--- 5420-	Community Outreach	28,406	20,756	37,647	21,491
--- 5425-	Internet / Intranet / Website	5,745	6,120	33,800	3,077

Beach Cities Health District
District Total Rollup
Budget 2011-12

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
---	5430- Dues & Memberships	11,593	16,144	19,070	19,357
---	5435- Educational Materials	5,156	5,466	4,535	956
---	5440- Mailing Services	9,600	13,000	7,800	11,277
---	5445- Management of Volunteers	11,080	4,968	9,750	1,550
---	5450- Meetings	6,705	4,814	7,774	6,237
---	5455- Postage	32,462	82,086	110,560	67,422
---	5460- Printing	56,959	87,636	120,947	88,189
---	5465- Promotional Items/Materials	8,000	8,045	11,420	5,713
---	5470- Subscriptions	2,350	1,941	1,269	1,206
---	5499- Business Promotion Allocation	-	12	(12)	-
	TOTAL COMMUNITY RELATIONS E	225,755	295,665	385,179	271,096
---	5510- Building Maintenance & Repair	112,108	97,304	99,648	132,418
---	5515- Equipment/Furniture < \$5,000	20,842	29,089	27,059	20,166
---	5520- Equipment/ Lease	82,843	61,644	40,164	50,818
---	5525- Equipment/General Maintenance & R	29,100	17,140	30,971	26,695
---	5530- Landscape Maintenance	55,440	55,452	55,556	50,995
---	5540- Electricity	447,098	378,143	404,900	443,339
---	5542- Gas	135,928	127,497	205,270	140,883
---	5544- Water	80,000	60,000	65,000	80,895
---	5546- Waste Removal	14,826	14,826	16,752	12,662
---	5548- Telephone	39,274	33,486	41,793	40,570
---	5550- Plant Service	8,220	8,460	8,436	7,839
---	5565- Janitorial Services	103,500	132,900	132,900	135,617
---	5598- Internal BOE allocation	0	(0)	(0)	-
---	5599- BOE allocation to tenants	(703,450)	(505,094)	(502,765)	(497,271)
	TOTAL FACILITIES EXPENSES	425,730	510,847	625,684	645,627
---	5710- Accounting Services	17,964	17,568	22,000	14,166
---	5715- Banking Services	80,000	75,804	73,200	79,431
---	5720- Election Expense	48,000	48,000	48,000	-
---	5725- Laundry Services	60,600	60,984	82,959	53,083
---	5730- Legal Services	92,000	61,200	101,000	145,148
---	5740- Outside Services	865,290	273,920	270,161	877,566
---	5744- Outside Service-Research	-	-	-	-
---	5746- Outside Services - H&F	46,905	37,901	70,266	41,297
---	5747- Outside Services - Property	-	-	-	10,517
---	5748- Engineering/Maintenance Services	-	-	-	-
---	5750- Research Services	1,280	775	450	-
---	5755- Service Contracts	162,034	141,977	161,577	171,363
---	5760- Taxes & Licensing	10,365	10,365	6,765	21,093
	TOTAL PROFESSIONAL SERVICES	1,384,437	728,493	836,377	1,413,664
---	5910- Prospect South Bay	52,800	52,800	52,800	50,218
---	5920- Interest Expense	463,435	482,956	500,993	486,873
---	5999- Indirect Admin Services	-	-	-	-
	TOTAL OTHER	516,235	535,756	553,793	537,091
---	5930- Grant Expense	883,984	958,242	948,138	988,246
---	5935- Health Fund	634,670	669,670	733,620	670,624
---	5940- Holiday Assistance	8,500	8,500	8,500	-
	TOTAL FUNDS & GRANTS	1,527,154	1,636,412	1,690,258	1,658,870
	TOTAL OPERATING EXPENSES	10,177,436	9,414,902	9,838,732	10,338,943
	NET INCOME (LOSS) BEFORE CAPEX	47,857	597,716	938,825	184,701
---	6010- Capital Expenditure - Fitness Equip	-	-	-	-
---	6020- Capital Expenditure - MIS	19,400	-	25,000	-
---	6030- Capital Expenditure - FF&E	15,815	-	-	-
---	6040- Capital Expenditure - Parking	59,500	33,000	-	-
---	6050- Capital Expenditure - Building	153,100	108,693	457,700	79,037
	TOTAL CAPITAL EXPENDITURE	247,815	141,693	482,700	79,037
	Energy Recovery	400,000	456,000	456,000	456,000
	NET INCOME (LOSS)	(599,958)	23	125	(350,336)

BCHD FY2011-12 Budget



Capital Expenditures



Live Well. Health Matters.

Beach Cities Health District
Capital Budget Planning FY 2011 - 2012
All Departments

Item # Code Project Name			Est. Cost (\$5,000 or more)
630: AdventurePlex			
		Fitness Equipment	
		Furniture, Fixtures & Equipment	
		5 Auto Belays	15,815
		Building Improvements	
630: AdventurePlex			\$15,815
110-170: Administration			
		Employee Intranet	\$ 9,000
		HRIS System - ADP module	\$ 10,400
110-170: Administration			\$19,400
710: Properties			
2114 Artesia Blvd.			
Sunrise - Hermosa Beach			-
710	N/A	No CIP required - Lessee maintains.	-
Flagler Lane			-
Adventure Plex			
710	6050	A-Plex parking lot stripe/paint	5,000
CHF			-
BCHD - Offices			-
601 S PCH			-
710 Properties Total			5,000
720: Parking 512, 520 & lot			
720	6040	514 campus parking lot sealing & traffic paint	12,000
720	6040	Garage concrete ramp replacement 512 garage	5,500
720	6040	BCCDC-related sidewalk	42,000
720: Parking 512, 520 & lot Total			59,500
730: Beach Cities Health Center (514 Building)			
730	6050	Way finding - interior signage, timeline & displays	15,000
730	6050	Roof replacement (NT, 1, 2, 4) UCLA, Cancer Care	50,000
730	6050	BCHC neon sign repair/replace tubing	5,100
730	6030	HVAC filters (every 2 years)	14,000
730	6050	Interior/exterior window washing	12,000
730	6050	Cooling tower - chilled water pump replacement	14,000
730	6050	SF3 coil replacement	23,000
730	6050	Replace air compressor pump	15,000
730: Beach Cities Health Center (514 Building) Total			\$148,100
Beach Cities Health District - Total			\$247,815

BCHD FY2011-12 Budget

Department Overview and Account Structure



Live Well. Health Matters.

Date: July 1, 2011

Department Overview and Account Structure

The 2011-2012 Budget is comprised of the following programs and departments, organized to roll up for manager-level and director-level budgetary control.

Youth Services

- 405 Youth Services Administration and Grants
- 482 LiveWell Kids
- 483 School Health
- AdventurePlex
 - 631 Operations
 - 632 Programs
 - 633 Events
 - 634 Camps
 - 651 AdventurePlex Café

Adult Services

- 605 Adult Services Administration and Grants
- 500 Center for Health Connection
- 410 Grow Well
- 452 MRC Program
- 611 Center for Health & Fitness
- 612 Personal Training
- 613 Pilates
- 614 Yoga
- 615 Fee Based

Older Adult Services

- 200 Senior Services, Care Management and Grants

Administration

- Human Resources / Risk Management
 - 110 Human Resources
 - 150 Volunteer Management
- 160 Communication and Marketing
- 170 Executive
- Finance
 - 120 Accounting and Financial Reporting
 - 130 Information Systems
 - 300 Prospect One Corp
 - Property
 - 730 514 Building
 - 720 Prospect Campus
 - 710 Outlying Properties

BCHD

FY2011-12 Budget



Youth Services

Success in the Schools

- An early foundation of health prevention
- Exercise and nutrition
- Counseling and nursing
- 5,000 public school students
- Nearly 3% BMI (Body Mass Index) reduction
- 105 kids reached healthy weight last year



Live Well. Health Matters.

Youth Services Department (School Health)

Youth Services is formed of the following subdivisions:

- Youth Obesity Prevention
- School Health Services including: school nurses, substance abuse prevention, mental health and counseling, physical education, and behavioral health education
- AdventurePlex

Health Priorities

This department focuses on the following Health Priorities:

- Overweight, obesity and physical activity, with emphasis on primary prevention of diabetes
- Substance use disorders (including tobacco and alcohol)
- Mental health (including depression, loss, suicide prevention, and family and peer violence)
- Dental health services

Youth Services Administration. Oversees the direction, development, coordination and implementation of all District youth-focused programs and services. This administrative function seeks to bring synergy between the school/community-based programs and the business-related youth programming. This department is responsible for identifying and addressing relevant health needs and issues that affect youth; program development; leading community collaborations to create innovative partnerships that address community health needs and BCHD Priority Health Areas. Additionally, Youth Services provides programmatic oversight to a variety of school health programs funded by BCHD including:

- Nutrition Education
- Physical Education
- Counseling
- Substance Abuse
- Emotional and Social Health Education
- Truancy and School Drop-out Intervention

School Health Services. Beach Cities Health District's Youth Services Department provides a variety of physical, mental and social health programs for children within the beach cities school setting. These include: health education for elementary students; physical education for children kindergarten through sixth grade; lifeskills and substance abuse education for middle school students; and obesity prevention education at the elementary level.

**Beach Cities Health District
Youth Services Rollup
Budget 2011-12**

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
--- 4020-	Property Tax Revenue	-	-	-	-
	TOTAL TAX REVENUE	-	-	-	-
---	4110-	-	-	-	-
---	4120-	-	-	-	-
---	4130-	-	-	-	-
---	4140-	-	-	-	-
---	4150-	-	-	-	-
	TOTAL INVESTMENT REVENUE	-	-	-	-
---	4210	381,998	350,675	359,549	418,213
---	4220	15,140	15,796	21,636	19,131
---	4230	513,993	502,022	554,910	484,194
---	4250	-	-	-	-
---	4260	242,439	237,924	253,458	235,845
---	4270	-	-	-	-
---	4280	-	-	-	-
---	4290	6,515	6,726	10,925	5,100
	TOTAL USER FEES REVENUE	1,160,084	1,113,142	1,200,478	1,162,483
---	4390-	16,640	-	-	2,567
---	4310-	-	-	-	-
---	4320-	25,000	25,000	12,500	25,000
---	4999-	2,114,664	2,159,736	2,198,484	2,159,736
	TOTAL OTHER REVENUE	2,156,304	2,184,736	2,210,984	2,187,303
		3,316,388	3,297,878	3,411,462	3,349,786
---	5610-	27,830	25,750	26,554	27,714
---	5620-	106,200	98,400	95,532	106,227
	TOTAL COST OF GOODS SOLD	134,030	124,150	122,086	133,942
---	5010-	571,368	589,734	584,128	603,135
---	5015-	29,380	42,420	92,786	38,273
---	5018-	-	-	-	(85)
---	5020-	326,721	332,257	281,729	368,287
---	5025-	-	-	-	-
---	5030-	27,628	25,841	42,240	30,000
---	5035-	105,048	89,476	95,974	96,009
---	5040-	64,471	66,825	67,572	69,734
---	5050-	3,120	2,976	6,066	3,421
---	5055-	53,585	50,026	54,348	50,893
---	5060-	-	-	-	-
---	5065-	100	100	100	-
---	5070-	-	-	-	-
---	5057-	-	-	-	-
	TOTAL PAYROLL	1,181,421	1,199,655	1,224,944	1,259,668
---	5210-	-	-	-	-
---	5215-	42,883	40,901	39,015	31,407
---	5220-	7,130	6,250	9,019	3,012
---	5222-	14,625	16,500	15,375	19,213
---	5225-	11,608	10,152	7,505	11,939
---	5227-	-	-	-	-
---	5228-	65,569	63,069	70,025	58,122
---	5229-	13,025	13,152	11,724	14,343
---	5230-	16,878	-	-	25
	TOTAL GEN & ADMIN EXPENSES	171,719	150,023	152,662	138,063
---	5110-	2,265	1,960	2,670	2,317
---	5111-	-	-	-	-
---	5112-	-	-	-	-
---	5115-	10,868	11,525	9,120	11,392
---	5120-	3,906	2,648	7,825	3,299
---	5125-	13,709	13,297	12,732	10,617
---	5130-	4,040	3,564	5,440	2,510
---	5140-	11,900	3,250	7,300	358
---	5145-	1,650	2,030	2,100	2,029
	TOTAL HUMAN RESOURCES EXPENSES	48,338	38,274	47,187	32,522
---	5311-	-	-	-	-
---	5312-	-	-	-	-
---	5313-	-	-	-	-
---	5314-	-	-	-	-
---	5315-	-	-	-	-
---	5316-	-	-	-	-
---	5317-	-	-	-	-
---	5320-	4,200	4,200	4,200	4,200
---	5330-	15,852	9,300	8,176	9,243
	TOTAL MIS EXPENSES	20,052	13,500	12,376	13,443
---	5410-	-	-	4,620	-
---	5415-	-	-	-	-
---	5420-	7,800	3,940	8,131	7,266
---	5425-	-	1,500	-	-

**Beach Cities Health District
Youth Services Rollup
Budget 2011-12**

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
---	5430- Dues & Memberships	2,579	2,586	2,490	2,046
---	5435- Educational Materials	400	900	900	500
---	5440- Mailing Services	-	-	-	-
---	5445- Management of Volunteers	-	-	-	-
---	5450- Meetings	400	500	400	400
---	5455- Postage	4,050	4,350	5,650	3,764
---	5460- Printing	11,592	4,293	11,282	11,217
---	5465- Promotional Items/Materials	-	300	1,500	-
---	5470- Subscriptions	277	277	-	276
---	5499- Business Promotion Allocation	58,600	76,416	84,792	76,416
	TOTAL COMMUNITY RELATIONS E	85,697	95,061	119,765	101,885
---	5510- Building Maintenance & Repair	12,508	13,704	16,048	12,840
---	5515- Equipment/Furniture < \$5,000	13,367	16,114	9,709	12,752
---	5520- Equipment/ Lease	1,411	1,536	-	1,329
---	5525- Equipment/General Maintenance & R	12,700	9,940	13,451	14,128
---	5530- Landscape Maintenance	5,376	5,388	5,376	5,376
---	5540- Electricity	39,460	35,980	36,960	39,459
---	5542- Gas	2,440	3,288	3,060	2,438
---	5544- Water	-	-	-	-
---	5546- Waste Removal	2,326	2,326	2,352	2,327
---	5548- Telephone	6,004	7,202	9,684	8,025
---	5550- Plant Service	-	-	-	-
---	5565- Janitorial Services	-	-	-	-
---	5598- Internal BOE allocation	12,883	11,884	9,597	11,892
---	5599- BOE allocation to tenants	-	-	-	-
	TOTAL FACILITIES EXPENSES	108,475	107,362	106,237	110,565
---	5710- Accounting Services	-	-	-	-
---	5715- Banking Services	-	-	-	-
---	5720- Election Expense	-	-	-	-
---	5725- Laundry Services	3,000	3,384	2,463	2,979
---	5730- Legal Services	-	-	-	-
---	5740- Outside Services	21,760	32,100	38,441	31,600
---	5744- Outside Service-Research	-	-	-	-
---	5746- Outside Services - H&F	42,105	33,101	59,418	39,194
---	5747- Outside Services - Property	-	-	-	-
---	5748- Engineering/Maintenance Services	-	-	-	-
---	5750- Research Services	-	-	-	-
---	5755- Service Contracts	17,421	12,896	14,163	27,644
---	5760- Taxes & Licensing	848	848	848	848
	TOTAL PROFESSIONAL SERVICES	85,133	82,328	115,333	102,264
---	5910- Prospect South Bay	-	-	-	-
---	5920- Interest Expense	-	-	-	-
---	5999- Indirect Admin Services	834,696	784,476	814,872	784,476
	TOTAL OTHER	834,696	784,476	814,872	784,476
---	5930- Grant Expense	646,811	695,981	695,981	695,981
---	5935- Health Fund	-	-	-	-
---	5940- Holiday Assistance	-	-	-	-
	TOTAL FUNDS & GRANTS	646,811	695,981	695,981	695,981
	TOTAL OPERATING EXPENSES	3,316,372	3,290,810	3,411,442	3,372,808
	NET INCOME (LOSS) BEFORE CAPEX	16	7,068	20	(23,022)
---	6010- Capital Expenditure - Fitness Equip	-	-	-	-
---	6020- Capital Expenditure - MIS	-	-	-	-
---	6030- Capital Expenditure - FF&E	15,815	-	-	-
---	6040- Capital Expenditure - Parking	-	-	-	-
---	6050- Capital Expenditure - Building	-	8,693	-	-
	TOTAL CAPITAL EXPENDITURE	15,815	8,693	-	-
	NET INCOME (LOSS)	(15,799)	(1,625)	20	(23,022)

BCHD FY2011-12 Budget



Youth Services Success at AdventurePlex

- Physical activity programs
- Nutrition and healthy lifestyles
- Making fitness fun
- More than 24,000 kids/year



A Beach Cities Health District Program

AdventurePlex

AdventurePlex opened its doors in December of 2002 as the South Bay's only health and fitness center created especially for youth. AdventurePlex is geared to challenge children - physically, mentally and intellectually - with non-stop activities in a safe, structured environment. It provides a fun place to play, with an Adventure Play Structure full of mazes, tunnels and slides; an outdoor rock climbing wall and ropes course; gymnasium; arts & crafts rooms; and fitness center. AdventurePlex also focuses on family fitness and fun by offering programs for parents and children. Through an array of classes, camps and programs, kids have an exciting place to learn and grow.

Operations Department

The Operations Department oversees all of the AdventurePlex facility operations. The Department is responsible for:

- Building maintenance and service contracts
- Housekeeping and cleanliness standards
- Security
- Café food services, including quality, menu planning, inventory and food cost evaluation
- Accounting services, including daily deposits, reports, accounts payable and membership services
- Inter-office operations
- Creating a fun, educational and safe environment

The Operations Department is headed by the General Manager and is supported by the Café/Maintenance and Operations Supervisors, Adventure Leaders, Front Desk staff, Café Cooks and Volunteers.

Programs Department

The Programs Department oversees the programs, classes and fitness portions of the AdventurePlex facility. These responsibilities include:

- Development of the quarterly class schedule
- Implementation and management of fitness and wellness classes, and recreation programs
- Sales and renewals of FitPlex memberships
- Personal Training for AdventurePlex clientele
- Staffing and maintaining all equipment in the FitPlex area
- Partnering with local organizations to promote programs and services
- Ropes course and rock wall operations, equipment maintenance, supervision, training and procedural development

The Programs Department is headed by the Assistant General Manager, and is supported by a part-time staff consisting of fitness coordinator, class instructors and outdoor staff.

Events Department

The Events Department oversees the Special Events, birthday parties and rentals for AdventurePlex. These responsibilities include:

- Development, sales, facilitation and follow up of AdventurePlex birthday parties
- Creation and programming of internal events (i.e. movie nights, barbeques and themed activity days)
- Coordination of events for external clients, including sales, contracts, program development and day of event management
- Package group rates and facilitate all group drop-in events target customers for the various event programs
- Facility Rentals
- Community Events and Outreach

The Special Events Department is headed by the Events Specialist and is supported by the Assistant General Manager, Operations Supervisor, birthday party staff and additional part-time staff.

Camps Department

The camp department oversees the planning and operations for all AdventurePlex camps. These responsibilities include:

- Design and management of the AdventurePlex operations for summer, winter, spring, tots and special day camps
- Providing oversight for all camp registration processes
- Hiring and supervision of camp staff
- Training for camp staff
- Completion of a comprehensive evaluation process for summer camps

The Camp Department is headed the Camp Supervisor and is supported by the Assistant General Manager, Assistant Camp Director, Camp Counselors and other part time support staff.

Beach Cities Health District
Youth Services - Adventureplex Rollup
Budget 2011-12

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
--- 4020-	Property Tax Revenue	-	-	-	-
	TOTAL TAX REVENUE	-	-	-	-
---	4110-	-	-	-	-
---	4120-	-	-	-	-
---	4130-	-	-	-	-
---	4140-	-	-	-	-
---	4150-	-	-	-	-
	TOTAL INVESTMENT REVENUE	-	-	-	-
---	4210	381,998	350,675	359,549	418,213
---	4220	15,140	15,796	21,636	19,131
---	4230	513,993	502,022	554,910	484,194
---	4250	-	-	-	-
---	4260	242,439	237,924	253,458	235,845
---	4270	-	-	-	-
---	4280	-	-	-	-
---	4290	6,515	6,726	10,925	5,100
	TOTAL USER FEES REVENUE	1,160,084	1,113,142	1,200,478	1,162,483
---	4390-	16,640	-	-	2,567
---	4310-	-	-	-	-
---	4320-	-	-	-	-
---	4999-	479,892	519,264	498,036	519,264
	TOTAL OTHER REVENUE	496,532	519,264	498,036	521,831
		1,656,616	1,632,406	1,698,514	1,684,314
---	5610-	27,830	25,750	26,554	27,714
---	5620-	106,200	98,400	95,532	106,227
	TOTAL COST OF GOODS SOLD	134,030	124,150	122,086	133,942
---	5010-	217,482	265,540	324,843	268,801
---	5015-	29,380	42,420	14,720	38,273
---	5018-	-	-	-	(85)
---	5020-	300,634	286,285	233,589	322,675
---	5025-	-	-	-	-
---	5030-	27,628	25,841	42,240	30,000
---	5035-	65,004	53,910	60,402	57,480
---	5040-	38,821	41,853	41,544	43,391
---	5050-	1,752	1,704	2,400	1,753
---	5055-	22,019	24,370	27,264	23,533
---	5060-	-	-	-	-
---	5065-	-	-	-	-
---	5070-	-	-	-	-
---	5057-	-	-	-	-
	TOTAL PAYROLL	702,720	741,923	747,002	785,822
	payroll % of user fee revenue	61%	67%	62%	68%
---	5210-	-	-	-	-
---	5215-	42,883	40,901	39,015	31,407
---	5220-	600	1,200	3,168	493
---	5222-	14,625	16,500	15,375	19,213
---	5225-	7,128	5,727	3,205	7,300
---	5227-	-	-	-	-
---	5228-	36,969	39,569	43,655	37,971
---	5229-	13,025	13,152	11,724	14,343
---	5230-	16,878	-	-	25
	TOTAL GEN & ADMIN EXPENSES	132,109	117,048	116,142	110,753
---	5110-	1,065	765	1,195	1,167
---	5111-	-	-	-	-
---	5112-	-	-	-	-
---	5115-	9,860	10,517	8,256	9,895
---	5120-	600	200	-	584
---	5125-	7,725	6,782	7,656	7,833
---	5130-	2,640	1,824	2,940	2,510
---	5140-	-	-	-	-
---	5145-	950	1,050	500	929
	TOTAL HUMAN RESOURCES EXPENSES	22,840	21,138	20,547	22,918
---	5311-	-	-	-	-
---	5312-	-	-	-	-
---	5313-	-	-	-	-
---	5314-	-	-	-	-
---	5315-	-	-	-	-
---	5316-	-	-	-	-
---	5317-	-	-	-	-
---	5320-	4,200	4,200	4,200	4,200
---	5330-	15,852	9,300	8,176	9,243
	TOTAL MIS EXPENSES	20,052	13,500	12,376	13,443
---	5410-	-	-	4,620	-
---	5415-	-	-	-	-
---	5420-	1,100	1,100	3,700	825
---	5425-	-	-	-	-

Beach Cities Health District
Youth Services - Adventureplex Rollup
Budget 2011-12

	Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
--- 5430- Dues & Memberships	2,074	2,046	2,045	2,046
--- 5435- Educational Materials	-	-	-	-
--- 5440- Mailing Services	-	-	-	-
--- 5445- Management of Volunteers	-	-	-	-
--- 5450- Meetings	-	-	-	-
--- 5455- Postage	1,300	1,500	2,800	1,189
--- 5460- Printing	11,242	3,843	7,032	11,142
--- 5465- Promotional Items/Materials	-	-	1,200	-
--- 5470- Subscriptions	277	277	-	276
--- 5499- Business Promotion Allocation	58,600	76,416	84,792	76,416
TOTAL COMMUNITY RELATIONS EXPENSES	74,592	85,181	106,189	91,895
--- 5510- Building Maintenance & Repair	12,508	13,704	16,048	12,840
--- 5515- Equipment/Furniture < \$5,000	12,767	15,514	9,109	12,502
--- 5520- Equipment/ Lease	1,411	1,536	-	1,329
--- 5525- Equipment/General Maintenance & Repair	12,700	9,940	13,451	14,128
--- 5530- Landscape Maintenance	5,376	5,388	5,376	5,376
--- 5540- Electricity	39,460	35,980	36,960	39,459
--- 5542- Gas	2,440	3,288	3,060	2,438
--- 5544- Water	-	-	-	-
--- 5546- Waste Removal	2,326	2,326	2,352	2,327
--- 5548- Telephone	4,754	5,952	9,096	4,754
--- 5550- Plant Service	-	-	-	-
--- 5565- Janitorial Services	-	-	-	-
--- 5598- Internal BOE allocation	-	-	-	-
--- 5599- BOE allocation to tenants	-	-	-	-
TOTAL FACILITIES EXPENSES	93,742	93,628	95,452	95,152
--- 5710- Accounting Services	-	-	-	-
--- 5715- Banking Services	-	-	-	-
--- 5720- Election Expense	-	-	-	-
--- 5725- Laundry Services	3,000	3,384	2,463	2,979
--- 5730- Legal Services	-	-	-	-
--- 5740- Outside Services	-	-	-	-
--- 5744- Outside Service-Research	-	-	-	-
--- 5746- Outside Services - H&F	42,105	33,101	59,418	39,194
--- 5747- Outside Services - Property	-	-	-	-
--- 5748- Engineering/Maintenance Services	-	-	-	-
--- 5750- Research Services	-	-	-	-
--- 5755- Service Contracts	13,621	9,096	10,263	14,017
--- 5760- Taxes & Licensing	848	848	848	848
TOTAL PROFESSIONAL SERVICES EXPENSES	59,573	46,428	72,992	57,038
--- 5910- Prospect South Bay	-	-	-	-
--- 5920- Interest Expense	-	-	-	-
--- 5999- Indirect Admin Services	416,952	389,052	405,720	389,052
TOTAL OTHER	416,952	389,052	405,720	389,052
--- 5930- Grant Expense	-	-	-	-
--- 5935- Health Fund	-	-	-	-
--- 5940- Holiday Assistance	-	-	-	-
TOTAL FUNDS & GRANTS	-	-	-	-
TOTAL OPERATING EXPENSES	1,656,610	1,632,049	1,698,505	1,700,014
NET INCOME (LOSS) BEFORE CAPEX	6	357	9	(15,700)
--- 6010- Capital Expenditure - Fitness Equip	-	-	-	-
--- 6020- Capital Expenditure - MIS	-	-	-	-
--- 6030- Capital Expenditure - FF&E	15,815	-	-	-
--- 6040- Capital Expenditure - Parking	-	-	-	-
--- 6050- Capital Expenditure - Building	-	8,693	-	-
TOTAL CAPITAL EXPENDITURE	15,815	-	-	-
NET INCOME (LOSS)	(15,809)	357	9	(15,700)

Adult Services Department

The Adult Services Department serves the largest segment of beach cities residents, adults 18-64 years old (comprising more than 70% of our population). The adult population bears the greatest burden of preventable, chronic diseases. Unfortunately, the competing demands of work and family obligations are significant barriers to the adoption and maintenance healthy lifestyle behaviors. In October 2010, BCHD partnered with Healthways|Blue Zones to present Vitality City (www.vitalitycity.com) to beach cities residents. Vitality City is a community-wide initiative to engage residents, transform our environment, and make healthy choices the easy choices. The Gallup-Healthways Well-Being Index® (<http://www.well-beingindex.com/>) is a tool that we are using to measure the outcomes and impact of Vitality City in our community.

Center for Health & Fitness

The Center for Health & Fitness (CHF) is a medical fitness center (www.medicalfitness.org) that strives to prevent lifestyle-related diseases and to improve outcomes for members living with chronic diseases. CHF integrates fitness, nutrition, and other services to promote sustainable lifestyle changes that will help our clients achieve optimal health.

CHF is discussed further in the following section.

Center for Health Connection

Center for Health Connection (CHC) connects beach cities residents to information and resources to support their health, well-being, and resilience. Our goal is to support an informed, activated community that is empowered to make healthy decisions to achieve optimal health. Community members can one number (310) 318-7939 if they have any questions about health care and emergency preparedness resources.

CHC—Access and Advocacy division

CHC's Access and Advocacy division targets the following populations:

- Uninsured and underinsured beach cities residents;
- Individuals who have difficulty accessing services due to health disparities;
- Individuals living in poverty and the “working poor” particularly single parent families and the unemployed; and,
- Homeless individuals and families.

CHC assists individuals, families and communities identify, understand and effectively use our local human service delivery system. CHC focuses on three primary service components:

1. Access to health care for income eligible residents without health insurance.
2. Information and referral to a wide variety of health and allied services.
3. Identify and address barriers to health services at an individual and environmental level.

BCHD has a vision of a community where children are born healthy, raised in a nurturing environment, and provided the opportunity to learn, grow, and achieve optimal health. The beach cities have a wealth of resources for growing families, including breastfeeding consultations, prenatal classes, parenting classes, support groups, and mommy and me classes. CHC serves as a hub for families seeking community resources and social support networks.

CHC--Education and Emergency Preparedness division

The Medical Reserve Corps (MRC) is the primary responsibility of this division. MRC has trained over 100 local volunteer health care professionals. MRC volunteers are ready to contribute their knowledge, skills, and expertise to assist first responders following a large-scale emergency. MRC volunteers, as part of the Citizen Corps Council, also offer education and prevention services to improve the health and well-being of their communities. The Education and Emergency Preparedness division also offers health education classes (e.g., CPR/AED, Anger Management).

BCHD FY2011-12 Budget



Adult Services

**Integrating physical activities and nutrition with healthy lifestyles
Evidence-based weight management success**



Live Well. Health Matters.

**Beach Cities Health District
Adult Services Rollup
Budget 2011-12**

Adult Services Rollup Budget 2011-12		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11	
--- 4020-	Property Tax Revenue	-	-	-	-	
	TOTAL TAX REVENUE	-	-	-	-	
---	4110-	Lease Revenue	8,400	10,800	7,200	5,553
---	4120-	Revenue - POC	-	-	-	-
---	4130-	Revenue - Prospect South Bay	-	-	-	-
---	4140-	Interest Revenue	-	-	-	-
---	4150-	Limited Partnership Revenue	-	-	-	-
	TOTAL INVESTMENT REVENUE	8,400	10,800	7,200	5,553	
---	4210	Revenue - Classes / Group	307,267	359,889	387,961	266,369
---	4220	Membership Revenue	758,024	718,345	828,075	732,144
---	4230	Individual/Consult/Single-Day	347,807	181,930	205,179	172,155
---	4250	Childcare Revenue	7,500	3,000	8,600	8,666
---	4260	Food/Beverage Revenue	-	-	-	-
---	4270	Equipment Sales Revenue	-	-	-	-
---	4280	Equipment Rental Revenue	-	3,000	3,000	-
---	4290	Retail Revenue	8,400	8,400	18,040	11,364
	TOTAL USER FEES REVENUE	1,428,998	1,274,564	1,450,855	1,190,702	
---	4390-	Revenue (discontinue unless misc)	780	780	2,400	540
---	4310-	Memorial Donations Revenue	-	-	-	-
---	4320-	Grants	35,000	25,000	4,167	19,042
---	4999-	Transfers in (out)	2,047,824	2,183,136	2,295,348	2,183,136
	TOTAL OTHER REVENUE	2,083,604	2,208,916	2,301,915	2,202,718	
		3,521,002	3,494,280	3,759,969	3,398,973	
---	5610-	COGS - Cost of Goods Sold - non-food	10,560	17,220	13,320	18,428
---	5620-	Cafe Supplies - cost of good sold - food	-	-	-	-
	TOTAL COST OF GOODS SOLD	10,560	17,220	13,320	18,428	
---	5010-	Salaries - Reg FT-Ben	652,499	695,748	673,292	689,640
---	5015-	Salaries - Reg PT - Ben	207,966	176,138	177,702	136,025
---	5018-	Salaries - Reg PT - PERS-only	4,986	9,684	9,660	8,727
---	5020-	Salaries - Reg PT - no Ben	78,609	77,075	84,605	119,990
---	5025-	Salaries - Temporary PT - No Ben	-	-	-	-
---	5030-	Salaries - Instructors - no Ben	263,835	282,586	300,836	308,830
---	5035-	Cafeteria Plan Contribution	115,152	128,394	109,778	124,071
---	5040-	Payroll Taxes	81,517	83,793	84,113	87,425
---	5050-	LTD Insurance Premiums	4,152	3,864	4,572	4,250
---	5055-	Pension Benefits	74,493	69,786	69,093	65,025
---	5060-	Unemployment Benefits	-	-	-	-
---	5065-	Employee Incentive Bonus	20,600	20,600	24,000	1,260
---	5070-	Employee Service Awards Expense	-	-	-	-
---	5057-	Vacation/Sick Leave	-	-	-	-
	TOTAL PAYROLL	1,503,809	1,547,668	1,537,651	1,545,244	
---	5210-	Consumables (food used as supplies)	450	450	460	864
---	5215-	Insurance - General	-	-	-	-
---	5220-	Employee Travel/Parking	7,035	1,906	3,700	2,259
---	5222-	Client transportation	-	-	1,000	-
---	5225-	Office Supplies	6,992	4,966	4,666	3,296
---	5227-	Gym/Locker room Supplies	13,500	8,400	8,040	14,222
---	5228-	Program Supplies	17,289	7,244	12,244	13,693
---	5229-	Janitorial supplies	-	-	-	-
---	5230-	Other Supplies	-	-	-	-
	TOTAL GEN & ADMIN EXPENSES	45,266	22,966	30,110	34,333	
---	5110-	Employee Retention & Recognition	1,200	1,800	-	322
---	5111-	Employee Wellness	-	-	6,428	-
---	5112-	Employee Assistance	-	-	-	-
---	5115-	ADP Payroll Processing Fees	9,204	9,348	14,748	9,137
---	5120-	Education & Training Seminars	11,886	5,636	7,766	2,854
---	5125-	Insurance - Worker's Comp	20,796	13,992	23,952	19,819
---	5130-	Recruitment	-	1,200	1,740	1,680
---	5140-	Tuition Reimbursement	-	7,992	12,500	-
---	5145-	Uniforms	2,000	1,200	1,200	825
	TOTAL HUMAN RESOURCES EXPENSES	45,086	41,168	68,334	34,637	
---	5311-	IT Server Equipment	-	-	265	-
---	5312-	IT Workstations	1,250	-	-	-
---	5313-	Presentational Equipment	-	-	-	-
---	5314-	Phone Equipment	-	-	350	-
---	5315-	IT Repair & Maint Parts	-	-	-	-
---	5316-	IT Website / Internet Equipment	-	-	-	-
---	5317-	IT Monitors & Printers	-	-	-	-
---	5320-	IT Network Expense	-	-	-	-
---	5330-	IT Software Expense	45,036	25,260	21,365	17,426
	TOTAL MIS EXPENSES	46,286	25,260	21,980	17,426	
---	5410-	Advertising	-	-	-	-
---	5415-	Community Education Materials	-	-	-	-
---	5420-	Community Outreach	9,206	1,420	9,120	675
---	5425-	Internet / Intranet / Website	1,125	-	-	-

Beach Cities Health District
Adult Services Rollup
Budget 2011-12

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
---	5430- Dues & Memberships	3,220	3,670	3,805	3,031
---	5435- Educational Materials	2,150	1,160	360	-
---	5440- Mailing Services	-	-	-	-
---	5445- Management of Volunteers	1,600	720	300	-
---	5450- Meetings	105	614	1,774	369
---	5455- Postage	3,340	1,716	3,380	1,101
---	5460- Printing	3,042	2,408	4,040	336
---	5465- Promotional Items/Materials	1,700	3,960	5,900	3,452
---	5470- Subscriptions	1,279	720	280	-
---	5499- Business Promotion Allocation	50,150	62,604	80,496	62,604
	TOTAL COMMUNITY RELATIONS E	76,917	78,992	109,455	71,567
---	5510- Building Maintenance & Repair	-	-	-	75
---	5515- Equipment/Furniture < \$5,000	2,675	8,175	9,550	6,603
---	5520- Equipment/ Lease	61,992	50,388	40,164	46,145
---	5525- Equipment/General Maintenance & R	11,600	2,400	7,920	10,450
---	5530- Landscape Maintenance	-	-	-	-
---	5540- Electricity	-	-	-	-
---	5542- Gas	-	-	-	-
---	5544- Water	-	-	-	-
---	5546- Waste Removal	-	-	-	-
---	5548- Telephone	12,644	11,599	9,880	12,067
---	5550- Plant Service	1,800	2,460	2,436	1,839
---	5565- Janitorial Services	-	-	-	-
---	5598- Internal BOE allocation	191,181	176,351	226,732	176,352
---	5599- BOE allocation to tenants	-	-	-	-
	TOTAL FACILITIES EXPENSES	281,892	251,373	296,682	253,533
---	5710- Accounting Services	-	-	-	-
---	5715- Banking Services	-	-	-	-
---	5720- Election Expense	-	-	-	-
---	5725- Laundry Services	57,600	57,600	80,496	50,103
---	5730- Legal Services	-	-	-	-
---	5740- Outside Services	1,000	-	3,600	129
---	5744- Outside Service-Research	-	-	-	-
---	5746- Outside Services - H&F	4,800	4,800	10,848	2,103
---	5747- Outside Services - Property	-	-	-	-
---	5748- Engineering/Maintenance Services	-	-	-	-
---	5750- Research Services	-	-	-	-
---	5755- Service Contracts	8,611	7,886	18,804	4,292
---	5760- Taxes & Licensing	830	830	830	-
	TOTAL PROFESSIONAL SERVICES	72,841	71,116	114,578	56,628
---	5910- Prospect South Bay	-	-	-	-
---	5920- Interest Expense	-	-	-	-
---	5999- Indirect Admin Services	886,188	834,672	898,176	834,672
	TOTAL OTHER	886,188	834,672	898,176	834,672
---	5930- Grant Expense	112,476	131,268	131,268	131,268
---	5935- Health Fund	439,670	479,670	538,620	479,678
---	5940- Holiday Assistance	-	-	-	-
	TOTAL FUNDS & GRANTS	552,146	610,938	669,888	610,946
	TOTAL OPERATING EXPENSES	3,520,991	3,501,373	3,760,173	3,477,413
	NET INCOME (LOSS) BEFORE CAPEX	11	(7,093)	(204)	(78,440)
---	6010- Capital Expenditure - Fitness Equip	-	-	-	-
---	6020- Capital Expenditure - MIS	-	-	-	-
---	6030- Capital Expenditure - FF&E	-	-	-	-
---	6040- Capital Expenditure - Parking	-	-	-	-
---	6050- Capital Expenditure - Building	-	-	-	-
	TOTAL CAPITAL EXPENDITURE	-	-	-	-
	NET INCOME (LOSS)	11	(7,093)	(204)	(78,440)

Center for Health & Fitness

Center for Health and Fitness (CHF), a service of Beach Cities Health District, provides affordable, age-appropriate physical activities to assist community members in their efforts to achieve optimal health. CHF is the most comprehensive fitness center in the South Bay, offering more than 150 group exercise, Pilates, and yoga classes a week. CHF offers a sliding scale fee for economically disadvantaged beach cities residents.

As a medical fitness center, CHF targets special populations with diverse needs and varying fitness levels. Target populations include:

- ❑ Persons living with chronic diseases (e.g., heart disease, hypertension, diabetes, and, obesity)
- ❑ Special Populations (all ages) - people with arthritis, cancer, diabetes, fibromyalgia, low back pain, multiple sclerosis, osteoporosis, Parkinson's disease, pregnant women, stroke recovery, and visual impairment
- ❑ Post-Rehab Patients (all ages) – post-cardiopulmonary and post-physical therapy rehab patients
- ❑ Older Adults - 60+ years
- ❑ Deconditioned (all ages) - first time exercisers, inconsistent exercisers

CHF is open to the general public and offers:

- State of the art fitness equipment by Matrix Fitness Systems in a newly renovated, environmentally friendly neighborhood gym
- 4 aerobic/yoga studios, 3 Pilates studios with reformers, trapeze table, Wunda chairs, and 1 massage/meditation suite
- Access to Polar BodyAge® System, a fitness assessment system that provides members with an assessment sheet and a personal training program to lower their body age.
- Free towel service available to members
- Shower and locker room with full amenities
- Affordable childcare services provided by friendly, CPR/AED certified staff

CHF offers community-based fitness programs through partnerships with local government, non-profit agencies, and faith-based organizations. It is focusing its community-based fitness programming on our evidence-based fall prevention program, ABC: Agility, Balance, and Coordination.

CHF also runs the WellBeing lifestyle management program. WellBeing is a weight management program based on the latest scientific studies and evidenced-based recommendations, which integrates nutrition, exercise and behavior management. WellBeing participants have individualized counseling sessions with a registered dietitian and a certified personal trainer. They participate in weekly fitness and nutrition classes and receive ongoing coaching support. Participants also benefit from a

successful partnership with Whole Foods, which provides access to supermarket tours and cooking classes.

Finally, CHF is integrating the Vitality City motto “making healthy choices the easy choices” into its operational structure. CHF is the first fitness center in the South Bay to offer fresh, healthy vending onsite (<http://www.freshvending.com/>). CHF members now have access to healthy food to fuel their bodies.

CHF Staff

CHF currently operates with two managers overseeing the facilities, fitness floor, personal training staff, group exercise classes and instructors (including Pilates and yoga), members’ services, volunteer program and child care. Our new General Manager comes to us with more than 15 years’ experience in the medical and traditional fitness industry.

CHF’s professional staff offers evidence-based fitness and nutrition programs. These programs aim to prevent lifestyle-related diseases and improve health outcomes for our members through the promotion of sustainable lifestyle changes. Our professional staff consists of athletic and personal trainers, medical exercise specialists, yoga and Pilates instructors, massage therapists and a registered dietician.

Personal Trainers

Our personal trainers hold health-related degrees and are certified in their field. They spend more than 75% of their time with individual clients. Personal trainers have also been offered ongoing educational opportunities, including WellCoaches and Medical Exercise Specialist certification, to enhance their professional skills and improve the quality of the services provided to our members. Our personal trainers provide every new member with a free orientation session to develop a personalized exercise programming and instruction on proper usage of the equipment.

Instructors

CHF has more than 30 regular certified fitness instructors providing classes to our membership. We have also been developing our relationships with these important health and fitness ambassadors in our community. Instructors receive regular update of BCHD and CHF programming and services to share with their students and the community.

Front Desk

Front desk staff provide facility tours, assist in source and lead tracking, support member retention efforts, and promote special offers for our members. We continue to improve customer service delivery through training and staff development.

Child Care

In order to support the fitness of families, CHF offers affordable childcare by a friendly, trained staff trained in CPR/AED. We have been improving our procedures and

protocol to ensure a safe, supportive, healthy environment for the children we care for while their parents work out.

Member Retention

CHF has also integrated Vitality City principles into our membership retention program. We have introduced Membership Appreciation Week, which promotes one Vitality City concept each day (e.g., eat wisely, move naturally, right outlook, and connect). At the end of the week, we celebrate members who became part of an elite group—the 250 Club and the 300 Club. Members of these groups visited our facility either 250 times or 300 times during the past year (which equates to more than 4 or 5 times a week respectively). Their achievements are memorialized with a plaque (250 and 300 Club) and photo (300 Club) at the Community Board, located across from the Front Desk.

Our member retention plan continues to reward and thank all of our members for their loyalty. Program benefits include:

- ❑ Welcome cards to new members;
- ❑ Anniversary cards and rewards; and,
- ❑ Special incentives for participation in our regular fitness promotions (e.g., Tour de CHF, College Football Challenge, March Madness).

Revenue and the Economic Downturn: Opportunities

During the economic downturn, CHF lowered prices to remain competitive with the market. These lower rates allowed us to grow membership revenue. This growth significantly increased utilization of the facility. CHF management analyzed staffing levels required to meet this growing demand, while remaining efficient and committed to service excellence.

CHF grows community interest in our programs and services by offering quarterly open houses. Our open houses introduce the community to our most popular classes, the scope of our services (e.g., massage, registered dieticians), and our partners (e.g., food samplings by Whole Foods and Fresh! Healthy Vending). Members and guests alike enjoy the sense of community build by these events.

While there have been continued reductions in the buying pool for both retail items and supplemental fee-for-service offerings (especially yoga and Pilates classes), CHF has responded by staying current with trends and offering classes that excite our membership (e.g., Zumba, Pilates on Barre). We have also introduced fee-based advanced classes, which have been well-received by our membership for both the quality of instruction and the added level of intensity.

Membership has embraced the on-demand class registration system. This flexibility has supported the ongoing utilization of CHF classes. The system will be further enhanced with the implementation of CSI club management software, which will go live Fall 2012.

Beach Cities Health District
CHF - Rollup
Budget 2011-12

	Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
2-610-611-4020-00 Property Tax Revenue	-	-	-	-
TOTAL TAX REVENUE	-	-	-	-
2-610-611-4110-00 Lease Revenue	8,400	10,800	7,200	5,553
2-610-611-4120-00 Revenue - POC	-	-	-	-
2-610-611-4130-00 Revenue - Prospect South Bay	-	-	-	-
2-610-611-4140-00 Interest Revenue	-	-	-	-
2-610-611-4150-00 Limited Partnership Revenue	-	-	-	-
TOTAL INVESTMENT REVENUE	8,400	10,800	7,200	5,553
2-610-611-4210-00 Revenue - Classes / Group	307,267	349,769	382,721	258,127
2-610-611-4220-00 Membership Revenue	758,024	718,345	828,075	732,144
2-610-611-4230-00 Individual/Consult/Single-Day	347,807	181,930	205,179	172,155
2-610-611-4250-00 Childcare Revenue	7,500	3,000	8,600	8,669
2-610-611-4260-00 Food/Beverage Revenue	-	-	-	-
2-610-611-4270-00 Equipment Sales Revenue	-	-	-	-
2-610-611-4280-00 Equipment Rental Revenue	-	3,000	3,000	-
2-610-611-4290-00 Retail Revenue	8,400	8,400	15,540	8,611
TOTAL USER FEES REVENUE	1,428,998	1,264,444	1,443,115	1,179,706
2-610-611-4390-00 Misc Revenue (WorkWell)	780	780	2,400	540
2-610-611-4310-00 Memorial Donations Revenue	-	-	-	-
2-610-611-4320-00 Grants	-	-	-	-
2-610-611-4999-00 Transfers in (out)	687,948	637,668	701,136	637,668
TOTAL OTHER REVENUE	688,728	638,448	703,536	638,208
	2,126,126	1,913,692	2,153,851	1,823,467
2-610-611-5610-00 COGS - Cost of Goods Sold - non-food	10,560	9,720	13,320	5,626
2-610-611-5620-00 Cafe Supplies - cost of good sold - food	-	-	-	-
TOTAL COST OF GOODS SOLD	10,560	9,720	13,320	5,626
2-610-611-5010-00 Salaries - Reg FT-Ben	328,176	295,476	321,432	294,537
2-610-611-5015-00 Salaries - Reg PT - Ben	207,966	176,138	177,702	136,025
2-610-611-5018-00 Salaries - Reg PT - PERS-only	4,986	9,684	9,660	8,727
2-610-611-5020-00 Salaries - Reg PT - no Ben	76,984	56,664	61,002	119,973
2-610-611-5025-00 Salaries - Temporary PT - No Ben	-	-	-	-
2-610-611-5030-00 Salaries - Instructors - no Ben	259,810	282,586	300,836	301,990
2-610-611-5035-00 Cafeteria Plan Contribution	88,440	87,576	68,960	79,380
2-610-611-5040-00 Payroll Taxes	59,252	55,387	58,768	60,871
2-610-611-5050-00 LTD Insurance Premiums	2,340	2,088	2,544	2,338
2-610-611-5055-00 Pension Benefits	45,566	38,094	40,848	34,862
2-610-611-5060-00 Unemployment Benefits	-	-	-	-
2-610-611-5065-00 Employee Incentive Bonus	20,600	20,600	24,000	1,260
2-610-611-5070-00 Employee Service Awards Expense	-	-	-	-
2-610-611-5057-00 Vacation/Sick Leave	-	-	-	-
TOTAL PAYROLL	1,094,120	1,024,293	1,065,752	1,039,963
payroll % of user fee revenue	77%	81%	74%	88%
2-610-611-5210-00 Consumables (food used as supplies)	450	450	460	864
2-610-611-5215-00 Insurance - General	-	-	-	-
2-610-611-5220-00 Employee Travel/Parking	3,240	240	1,850	602
2-610-611-5222-00 Client transportation	-	-	1,000	-
2-610-611-5225-00 Office Supplies	3,000	2,880	3,000	2,438
2-610-611-5227-00 Gym/Locker room Supplies	13,500	8,400	8,040	14,222
2-610-611-5228-00 Program Supplies	8,639	4,200	6,500	3,338
2-610-611-5229-00 Janitorial supplies	-	-	-	-
2-610-611-5230-00 Other Supplies	-	-	-	-
TOTAL GEN & ADMIN EXPENSES	28,829	16,170	20,850	21,463
2-610-611-5110-00 Employee Retention & Recognition	1,200	1,800	-	322
2-610-611-5111-00 Employee Wellness	-	-	6,428	-
2-610-611-5112-00 Employee Assistance	-	-	-	-
2-610-611-5115-00 ADP Payroll Processing Fees	8,040	8,040	13,836	7,759
2-610-611-5120-00 Education & Training Seminars	7,800	2,200	1,650	1,181
2-610-611-5125-00 Insurance - Worker's Comp	18,624	10,104	19,380	17,208
2-610-611-5130-00 Recruitment	-	1,200	1,740	1,680
2-610-611-5140-00 Tuition Reimbursement	-	-	4,000	-
2-610-611-5145-00 Uniforms	2,000	1,200	1,200	825
TOTAL HUMAN RESOURCES EXPENSES	37,664	24,544	48,234	28,975
2-610-611-5311-00 IT Server Equipment	-	-	265	-
2-610-611-5312-00 IT Workstations	-	-	-	-
2-610-611-5313-00 Presentational Equipment	-	-	-	-
2-610-611-5314-00 Phone Equipment	-	-	-	-
2-610-611-5315-00 IT Repair & Maint Parts	-	-	-	-
2-610-611-5316-00 IT Website / Internet Equipment	-	-	-	-
2-610-611-5317-00 IT Monitors & Printers	-	-	-	-
2-610-611-5320-00 IT Network Expense	-	-	-	-
2-610-611-5330-00 IT Software Expense	26,496	6,000	6,861	7,476
TOTAL MIS EXPENSES	26,496	6,000	7,126	7,476
2-610-611-5410-00 Advertising	-	-	-	-
2-610-611-5415-00 Community Education Materials	-	-	-	-
2-610-611-5420-00 Community Outreach	800	800	9,000	564
2-610-611-5425-00 Internet / Intranet / Website	-	-	-	-
2-610-611-5430-00 Dues & Memberships	1,170	1,170	1,230	514
2-610-611-5435-00 Educational Materials	-	500	-	-

Beach Cities Health District
CHF - Rollup
Budget 2011-12

	Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
2-610-611-5440-00 Mailing Services	-	-	-	-
2-610-611-5445-00 Management of Volunteers	-	240	-	-
2-610-611-5450-00 Meetings	-	120	200	-
2-610-611-5455-00 Postage	900	1,296	-	950
2-610-611-5460-00 Printing	360	288	-	336
2-610-611-5465-00 Promotional Items/Materials	1,200	1,500	3,000	2,954
2-610-611-5470-00 Subscriptions	360	360	180	-
2-610-611-5499-00 Business Promotion Allocation	50,150	62,604	80,496	62,604
TOTAL COMMUNITY RELATIONS EXPENSES	54,940	68,878	94,106	67,922

2-610-611-5510-00 Building Maintenance & Repair	-	-	-	75
2-610-611-5515-00 Equipment/Furniture < \$5,000	2,675	8,175	8,150	6,612
2-610-611-5520-00 Equipment/ Lease	61,992	50,388	40,164	46,145
2-610-611-5525-00 Equipment/General Maintenance & Rep	11,600	2,400	7,920	10,450
2-610-611-5530-00 Landscape Maintenance	-	-	-	-
2-610-611-5540-00 Electricity	-	-	-	-
2-610-611-5542-00 Gas	-	-	-	-
2-610-611-5544-00 Water	-	-	-	-
2-610-611-5546-00 Waste Removal	-	-	-	-
2-610-611-5548-00 Telephone	7,200	7,200	6,000	6,799
2-610-611-5550-00 Plant Service	1,800	2,460	2,436	1,839
2-610-611-5565-00 Janitorial Services	-	-	-	-
2-610-611-5598-00 Internal BOE allocation	182,845	168,662	215,650	168,660
2-610-611-5599-00 BOE allocation to tenants	-	-	-	-
TOTAL FACILITIES EXPENSES	268,112	239,285	280,320	240,581

2-610-611-5710-00 Accounting Services	-	-	-	-
2-610-611-5715-00 Banking Services	-	-	-	-
2-610-611-5720-00 Election Expense	-	-	-	-
2-610-611-5725-00 Laundry Services	57,600	57,600	80,496	50,103
2-610-611-5730-00 Legal Services	-	-	-	-
2-610-611-5740-00 Outside Services	-	-	-	-
2-610-611-5744-00 Outside Service-Research	-	-	-	-
2-610-611-5746-00 Outside Services - H&F	4,800	4,800	10,848	2,103
2-610-611-5747-00 Outside Services - Property	-	-	-	-
2-610-611-5748-00 Engineering/Maintenance Services	-	-	-	-
2-610-611-5750-00 Research Services	-	-	-	-
2-610-611-5755-00 Service Contracts	7,880	7,880	18,318	3,963
2-610-611-5760-00 Taxes & Licensing	-	-	-	-
TOTAL PROFESSIONAL SERVICES	70,280	70,280	109,662	56,170

2-610-611-5910-00 Prospect South Bay	-	-	-	-
2-610-611-5920-00 Interest Expense	-	-	-	-
2-610-611-5999-00 Indirect Admin Services	535,116	456,720	514,476	456,720
TOTAL OTHER	535,116	456,720	514,476	456,720

2-610-611-5930-00 Grant Expense	-	-	-	-
2-610-611-5935-00 Health Fund	-	-	-	-
2-610-611-5940-00 Holiday Assistance	-	-	-	-
TOTAL FUNDS & GRANTS	-	-	-	-

TOTAL OPERATING EXPENSES	2,126,116	1,915,890	2,153,846	1,924,896
NET INCOME (LOSS) BEFORE CAPEX	10	(2,198)	5	(101,429)

2-610-611-6010-00 Capital Expenditure - Fitness Equip	-	-	-	-
2-610-611-6020-00 Capital Expenditure - MIS	-	-	-	-
2-610-611-6030-00 Capital Expenditure - FF&E	-	-	-	-
2-610-611-6040-00 Capital Expenditure - Parking	-	-	-	-
2-610-611-6050-00 Capital Expenditure - Building	-	-	-	-
TOTAL CAPITAL EXPENDITURE	-	-	-	-

NET INCOME (LOSS)	10	(2,198)	5	(101,429)
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TOTAL OPERATING EXPENSES	2,126,116	-	-	1,924,896
Less indirects				
Business Promotion Allocation	(50,150)	-	-	(62,604)
Internal BOE allocation	(182,845)	-	-	(168,660)
Indirect Admin Services	(535,116)	-	-	(456,720)
	1,358,006	-	-	1,236,912

BCHD FY2011-12 Budget



Adult Services Center for Health & Fitness

- 17,000 sq. ft. Medical Fitness gym
- Integrates physical activities and nutrition with healthy lifestyles
- 3,000 members
- Evidence-based weight management success



Live Well. Health Matters.

BCHD FY2011-12 Budget



Older Adult Services

Senior care - maximizing years living at home

- In-home assessment
- Case management
- A broad volunteer base
- Serves 19% of 85+ population in our three cities
- 1,040 care manager visits last year
- 4,073 volunteers visits last year



Live Well. Health Matters.

Date: July 1, 2011

Older Adult Services Department

The Beach Cities Health District's Older Adult Services Program serves residents of Hermosa Beach, Manhattan Beach and Redondo Beach. Professional staff provide the following services designed to improve the quality of life and maintain independence for older and disabled residents in the three Beach Cities:

Care Management

- Confidential in-home assessment and ongoing contact to help define needs
- Care plans to achieve goals
- Linkages to health and community services and advocacy
- Access to District's Senior and Disabled Health Fund (for qualified residents)

Peer Counseling Program: Participants matched with highly skilled volunteers who provide confidential support and encouragement

Conversation Companion Program: Weekly visits from trained volunteers who offer companionship and opportunities to expand support systems

Errand Volunteers: Assistance with shopping and errands

Educational Opportunities in a Support Group Setting: Special programs for caregivers, people in the early stages of Alzheimer's disease, and those who have a chronic illness. Other time-limited, evidence-based groups are held during the year.

MoveWell: Physician-approved in-home exercise program for frail elderly, including weekly visits from trained volunteers

**Beach Cities Health District
Senior Services Rollup
Budget 2011-12**

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
--- 4020-	Property Tax Revenue	-	-	-	-
	TOTAL TAX REVENUE	-	-	-	-
---	4110-	-	-	-	-
---	4120-	-	-	-	-
---	4130-	-	-	-	-
---	4140-	-	-	-	-
---	4150-	-	-	-	-
	TOTAL INVESTMENT REVENUE	-	-	-	-
---	4210	2,200	2,440	444	3,550
---	4220	-	-	-	-
---	4230	-	-	-	-
---	4250	-	-	-	-
---	4260	-	-	-	-
---	4270	-	-	-	-
---	4280	-	-	-	-
---	4290	-	-	-	-
	TOTAL USER FEES REVENUE	2,200	2,440	444	3,550
---	4390-	-	-	-	24
---	4310-	8,620	8,620	9,620	11,651
---	4320-	53,759	53,865	53,265	53,865
---	4999-	1,366,728	1,243,212	1,238,172	1,243,212
	TOTAL OTHER REVENUE	1,429,107	1,305,697	1,301,057	1,308,752
		1,431,307	1,308,137	1,301,501	1,312,302
---	5610-	-	-	2,000	-
---	5620-	-	-	-	-
	TOTAL COST OF GOODS SOLD	-	-	2,000	-
---	5010-	423,670	412,318	407,286	415,896
---	5015-	21,036	20,316	20,070	61,320
---	5018-	41,124	22,392	5,598	-
---	5020-	-	13,257	16,518	-
---	5025-	-	-	-	-
---	5030-	-	-	-	-
---	5035-	63,390	64,518	67,590	63,924
---	5040-	32,790	31,611	30,342	33,016
---	5050-	2,136	2,076	2,796	2,132
---	5055-	43,338	36,012	34,758	35,934
---	5060-	-	-	-	-
---	5065-	-	-	-	-
---	5070-	-	-	-	-
---	5057-	-	-	-	-
	TOTAL PAYROLL	627,484	602,500	584,958	612,222
---	5210-	1,200	1,599	1,200	1,200
---	5215-	-	-	-	-
---	5220-	8,000	8,000	4,450	8,000
---	5222-	-	-	-	-
---	5225-	2,600	2,160	2,060	2,600
---	5227-	-	-	-	-
---	5228-	600	600	250	600
---	5229-	-	-	-	-
---	5230-	-	-	-	-
	TOTAL GEN & ADMIN EXPENSES	12,400	12,359	7,960	12,400
---	5110-	-	-	-	-
---	5111-	-	-	-	-
---	5112-	-	-	-	-
---	5115-	1,812	1,812	972	1,970
---	5120-	3,504	3,504	2,500	3,504
---	5125-	4,164	5,268	6,060	3,824
---	5130-	3,215	500	500	150
---	5140-	-	-	-	-
---	5145-	-	-	-	-
	TOTAL HUMAN RESOURCES EXPE	12,695	11,084	10,032	9,448
---	5311-	-	-	-	-
---	5312-	-	-	-	-
---	5313-	-	-	-	-
---	5314-	-	-	-	-
---	5315-	-	-	-	-
---	5316-	-	-	-	-
---	5317-	-	-	-	-
---	5320-	-	-	-	-
---	5330-	14,019	14,019	14,019	14,020
	TOTAL MIS EXPENSES	14,019	14,019	14,019	14,020
---	5410-	-	-	-	-
---	5415-	-	-	-	-
---	5420-	400	400	400	400
---	5425-	1,620	1,620	2,200	1,620

Beach Cities Health District
Senior Services Rollup
Budget 2011-12

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
---	5430- Dues & Memberships	675	655	640	675
---	5435- Educational Materials	456	456	250	456
---	5440- Mailing Services	-	-	-	-
---	5445- Management of Volunteers	4,900	-	-	-
---	5450- Meetings	-	-	-	-
---	5455- Postage	1,100	1,570	1,570	1,100
---	5460- Printing	750	1,200	1,500	1,200
---	5465- Promotional Items/Materials	-	-	-	-
---	5470- Subscriptions	50	50	20	50
---	5499- Business Promotion Allocation	-	-	-	-
	TOTAL COMMUNITY RELATIONS E	9,951	5,951	6,580	5,501
---	5510- Building Maintenance & Repair	-	-	-	-
---	5515- Equipment/Furniture < \$5,000	500	500	500	500
---	5520- Equipment/ Lease	-	-	-	-
---	5525- Equipment/General Maintenance & R	-	-	-	-
---	5530- Landscape Maintenance	-	-	-	-
---	5540- Electricity	-	-	-	-
---	5542- Gas	-	-	-	-
---	5544- Water	-	-	-	-
---	5546- Waste Removal	-	-	-	-
---	5548- Telephone	3,320	3,049	2,675	3,320
---	5550- Plant Service	-	-	-	-
---	5565- Janitorial Services	-	-	-	-
---	5598- Internal BOE allocation	90,178	45,323	50,581	45,324
---	5599- BOE allocation to tenants	-	-	-	-
	TOTAL FACILITIES EXPENSES	93,998	48,872	53,756	49,144
---	5710- Accounting Services	-	-	-	-
---	5715- Banking Services	-	-	-	-
---	5720- Election Expense	-	-	-	-
---	5725- Laundry Services	-	-	-	-
---	5730- Legal Services	-	-	-	-
---	5740- Outside Services	820	820	5,920	820
---	5744- Outside Service-Research	-	-	-	-
---	5746- Outside Services - H&F	-	-	-	-
---	5747- Outside Services - Property	-	-	-	-
---	5748- Engineering/Maintenance Services	-	-	-	-
---	5750- Research Services	-	-	-	-
---	5755- Service Contracts	1,500	1,000	1,000	1,500
---	5760- Taxes & Licensing	-	-	-	-
	TOTAL PROFESSIONAL SERVICES	2,320	1,820	6,920	2,320
---	5910- Prospect South Bay	-	-	-	-
---	5920- Interest Expense	-	-	-	-
---	5999- Indirect Admin Services	360,240	311,772	310,884	311,772
	TOTAL OTHER	360,240	311,772	310,884	311,772
---	5930- Grant Expense	99,697	100,993	100,889	100,997
---	5935- Health Fund	190,000	190,000	195,000	190,000
---	5940- Holiday Assistance	8,500	8,500	8,500	-
	TOTAL FUNDS & GRANTS	298,197	299,493	304,389	290,997
	TOTAL OPERATING EXPENSES	1,431,304	1,307,870	1,301,498	1,307,824
	NET INCOME (LOSS) BEFORE CAPEX	3	267	3	4,478
---	6010- Capital Expenditure - Fitness Equip	-	-	-	-
---	6020- Capital Expenditure - MIS	-	-	-	-
---	6030- Capital Expenditure - FF&E	-	-	-	-
---	6040- Capital Expenditure - Parking	-	-	-	-
---	6050- Capital Expenditure - Building	-	-	-	-
	TOTAL CAPITAL EXPENDITURE	-	-	-	-
	NET INCOME (LOSS)	3	267	3	4,478

BCHD FY2011-12 Budget

Administrative Departments



Live Well. Health Matters.

Administrative Departments

Administration is comprised of the following component areas:

Executive. The CEO and administrative staff provide leadership and guidance to help departments and staff to maintain BCHD's mission, vision and goals. Centralized admin services supports all district staff.

Human Resources. Human Resources provides services that promote a work environment characterized by fair treatment, open communication, personal accountability, trust and mutual respect. Human Resources also maintains benefits and compensation, employee relations, performance management, recruiting and hiring, regulatory compliance, training programs and work culture.

Volunteer Management. The District currently has approximately 600 volunteers, a stable program providing volunteer opportunities for a wide range of ages and interests across District programs.

- **Volunteer With Youth** keeps AdventurePlex camps running smoothly throughout the year. These volunteers insure that children are keeping energized and engaged in the community. The Clubhouse is a baby sitting service for children provided for members of the Center for Health and Fitness that is run by volunteers.
- **Volunteer With Adults** The Center for Health Information and Emergency Preparedness is a free education library that is open to the public and mainly run by volunteers. The GrowWell program enhances the health of 0-5 year olds by providing information of community resources to the parents of the beach cities.
- **Volunteer With Seniors** keeping the elderly healthy and helping their needs. The MoveWell In-Home Exercise Program uses volunteers to go to the residences and do manageable workouts with the senior citizens. There is also a errand running program that helps get the seniors that can not drive places they need to go and supplies that they need. Peer counseling one on one time is used for emotional support for keeping safe environment with nonjudgmental help from our volunteers to do what is in the best interest for their client.

Finance. This department ensures funding for BCHD programs in addition to managing properties and maintaining information technology equipment. The Finance is provides Financial, Information Services and Property Management support services.

- **Financial Services** provides general ledger, accounts payable and receivable, payroll, financial reporting, treasury and leads the annual budget process. The department protects BCHD through audit and maintaining accounting controls. Finance also provides monthly management budgetary variance reports to all departments and monthly treasury and financial results reports to the CEO and elected Board of Directors.

BCHD budgets have earned the CSMFO Meritorious Budget award since FY2007-08 and the Outstanding Financial Reporting award for the BCHD Comprehensive Annual Financial Report for the year ended June 30, 2009. The FY2011-12 budget contemplates maintaining these levels of accounting and financial reporting.

- **Information Services** maintains BCHD's hardware, software and the network, configures and troubleshoots problems with computers, printers and telephones and provides long-term strategic planning.
- **Property Management** ensures Beach Cities Health District and its owned properties maintain standards for safety and comfort. The department heads the Safety Committee to keep buildings and their occupants prepared in event of emergency and handles property and risk management.

Communications and Marketing. Communications and Marketing provides all aspects of marketing and communications to District staff and board members. The department ensures that Beach Cities Health District's programs and services are represented in a manner that conveys our preventive health mission to the community we serve. The department handles media relations, graphic design, copywriting, copyediting, marketing communications, promotions, advertising, branding, creative content for internal and external Web sites, crisis communications, audiovisual production of board meeting videos, and publishing of the District's quarterly magazine, Live Well. Communications and Marketing oversees the district's community relations involvement in local business and service organizations and through participation in community events and fairs.

**Beach Cities Health District
Admin Services Rollup
Budget 2011-12**

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
--- 4020-	Property Tax Revenue	2,450,400	2,450,400	2,484,000	2,450,558
	TOTAL TAX REVENUE	2,450,400	2,450,400	2,484,000	2,450,558
---	4110- Lease Revenue	1,669,866	1,902,175	2,185,517	2,317,985
---	4120- Revenue - POC	-	-	-	-
---	4130- Revenue - Prospect South Bay	-	-	-	-
---	4140- Interest Revenue	1,921,990	1,954,180	2,148,779	1,878,507
---	4150- Limited Partnership Revenue	1,443,567	1,191,651	1,218,333	1,392,941
	TOTAL INVESTMENT REVENUE	5,035,423	5,048,006	5,552,629	5,589,434
---	4210 Revenue - Classes / Group	-	-	-	-
---	4220 Membership Revenue	-	-	-	-
---	4230 Individual/Consult/Single-Day	-	-	-	-
---	4250 Childcare Revenue	-	-	-	-
---	4260 Food/Beverage Revenue	-	-	-	-
---	4270 Equipment Sales Revenue	-	-	-	-
---	4280 Equipment Rental Revenue	-	-	-	-
---	4290 Retail Revenue	-	-	-	70
	TOTAL USER FEES REVENUE	-	-	-	70
---	4390- Revenue (discontinue unless misc)	-	-	-	8,606
---	4310- Memorial Donations Revenue	-	-	-	-
---	4320- Grants	-	-	-	-
---	4999- Transfers in (out)	(5,529,228)	(5,586,084)	(5,732,004)	(5,586,084)
	TOTAL OTHER REVENUE	(5,529,228)	(5,586,084)	(5,732,004)	(5,577,478)
		1,956,595	1,912,322	2,304,625	2,462,584
---	5610- COGS - Cost of Goods Sold - non-food	-	-	-	31
---	5620- Cafe Supplies - cost of good sold - food	-	-	-	-
	TOTAL COST OF GOODS SOLD	-	-	-	31
---	5010- Salaries - Reg FT-Ben	1,369,636	1,200,384	1,187,250	1,203,146
---	5015- Salaries - Reg PT - Ben	-	-	-	-
---	5018- Salaries - Reg PT - PERS-only	18,546	17,916	10,620	21,168
---	5020- Salaries - Reg PT - no Ben	-	-	14,994	-
---	5025- Salaries - Temporary PT - No Ben	-	-	-	-
---	5030- Salaries - Instructors - no Ben	-	-	-	-
---	5035- Cafeteria Plan Contribution	147,222	130,440	134,370	115,884
---	5040- Payroll Taxes	83,872	74,880	81,864	73,649
---	5050- LTD Insurance Premiums	12,576	7,764	6,432	12,585
---	5055- Pension Benefits	175,698	134,106	96,171	150,187
---	5060- Unemployment Benefits	50,000	45,000	40,000	42,003
---	5065- Employee Incentive Bonus	-	-	-	-
---	5070- Employee Service Awards Expense	1,300	1,500	500	-
---	5057- Vacation/Sick Leave	-	-	-	-
	TOTAL PAYROLL	1,858,850	1,611,990	1,572,201	1,618,622
---	5210- Consumables (food used as supplies)	9,800	9,156	9,400	7,408
---	5215- Insurance - General	185,699	144,528	148,622	152,217
---	5220- Employee Travel/Parking	13,160	9,214	12,000	7,599
---	5222- Client transportation	-	2,000	-	-
---	5225- Office Supplies	17,757	11,080	10,980	15,034
---	5227- Gym/Locker room Supplies	-	-	-	-
---	5228- Program Supplies	-	-	-	-
---	5229- Janitorial supplies	7,152	5,556	6,360	7,147
---	5230- Other Supplies	890	890	890	747
	TOTAL GEN & ADMIN EXPENSES	234,458	182,424	188,252	190,153
---	5110- Employee Retention & Recognition	6,360	6,360	6,600	13,437
---	5111- Employee Wellness	3,000	3,000	-	-
---	5112- Employee Assistance	3,600	3,000	3,264	3,063
---	5115- ADP Payroll Processing Fees	5,700	5,952	4,020	5,453
---	5120- Education & Training Seminars	18,195	20,690	48,674	15,516
---	5125- Insurance - Worker's Comp	11,196	11,004	14,520	10,274
---	5130- Recruitment	2,240	5,240	5,660	2,834
---	5140- Tuition Reimbursement	1,200	5,700	7,225	3,404
---	5145- Uniforms	3,100	800	1,300	923
	TOTAL HUMAN RESOURCES EXPENSES	54,591	61,746	91,263	54,903
---	5311- IT Server Equipment	13,500	2,000	10,000	12,496
---	5312- IT Workstations	18,350	6,000	12,750	24,303
---	5313- Presentational Equipment	1,600	1,800	1,500	1,600
---	5314- Phone Equipment	-	-	2,500	1,728
---	5315- IT Repair & Maint Parts	1,320	672	2,000	1,320
---	5316- IT Website / Internet Equipment	1,500	1,200	2,000	-
---	5317- IT Monitors & Printers	2,700	2,280	3,000	696
---	5320- IT Network Expense	2,200	2,200	2,200	2,199
---	5330- IT Software Expense	35,892	15,570	10,156	28,750
	TOTAL MIS EXPENSES	77,062	31,722	46,106	73,093
---	5410- Advertising	47,700	44,678	16,000	44,500
---	5415- Community Education Materials	-	-	-	122
---	5420- Community Outreach	11,000	14,996	19,996	13,150
---	5425- Internet / Intranet / Website	3,000	3,000	31,600	1,457

Beach Cities Health District
Admin Services Rollup
Budget 2011-12

		Budget FY12	Budget FY11	Budget FY10	Proj'd FY11
---	5430- Dues & Memberships	5,119	9,233	12,135	13,605
---	5435- Educational Materials	2,150	2,950	3,025	-
---	5440- Mailing Services	9,600	13,000	7,800	11,277
---	5445- Management of Volunteers	4,580	4,248	9,450	1,550
---	5450- Meetings	6,200	3,700	5,600	5,469
---	5455- Postage	23,972	74,450	99,960	61,457
---	5460- Printing	41,575	79,735	104,125	75,437
---	5465- Promotional Items/Materials	6,300	3,785	4,020	2,261
---	5470- Subscriptions	744	894	969	879
---	5499- Business Promotion Allocation	(108,750)	(139,008)	(165,300)	(139,020)
	TOTAL COMMUNITY RELATIONS E	53,190	115,661	149,380	92,144
---	5510- Building Maintenance & Repair	99,600	83,600	83,600	119,503
---	5515- Equipment/Furniture < \$5,000	4,300	4,300	7,300	310
---	5520- Equipment/ Lease	19,440	9,720	-	3,345
---	5525- Equipment/General Maintenance & R	4,800	4,800	9,600	2,117
---	5530- Landscape Maintenance	50,064	50,064	50,180	45,619
---	5540- Electricity	407,638	342,163	367,940	403,879
---	5542- Gas	133,488	124,209	202,210	138,446
---	5544- Water	80,000	60,000	65,000	80,895
---	5546- Waste Removal	12,500	12,500	14,400	10,335
---	5548- Telephone	17,306	11,636	19,554	17,158
---	5550- Plant Service	6,420	6,000	6,000	6,000
---	5565- Janitorial Services	103,500	132,900	132,900	135,617
---	5598- Internal BOE allocation	(294,242)	(233,558)	(286,910)	(233,568)
---	5599- BOE allocation to tenants	(703,450)	(505,094)	(502,765)	(497,271)
	TOTAL FACILITIES EXPENSES	(58,636)	103,240	169,009	232,385
---	5710- Accounting Services	17,964	17,568	22,000	14,166
---	5715- Banking Services	80,000	75,804	73,200	79,431
---	5720- Election Expense	48,000	48,000	48,000	-
---	5725- Laundry Services	-	-	-	-
---	5730- Legal Services	92,000	61,200	101,000	145,148
---	5740- Outside Services	841,710	241,000	222,200	845,017
---	5744- Outside Service-Research	-	-	-	-
---	5746- Outside Services - H&F	-	-	-	-
---	5747- Outside Services - Property	-	-	-	10,517
---	5748- Engineering/Maintenance Services	-	-	-	-
---	5750- Research Services	1,280	775	450	-
---	5755- Service Contracts	134,502	120,195	127,610	137,927
---	5760- Taxes & Licensing	8,687	8,687	5,087	20,246
	TOTAL PROFESSIONAL SERVICES	1,224,143	573,229	599,547	1,252,452
---	5910- Prospect South Bay	52,800	52,800	52,800	50,218
---	5920- Interest Expense	463,435	482,956	500,993	486,873
---	5999- Indirect Admin Services	(2,081,124)	(1,930,920)	(2,023,932)	(1,930,920)
	TOTAL OTHER	(1,564,889)	(1,395,164)	(1,470,139)	(1,393,829)
---	5930- Grant Expense	25,000	30,000	20,000	60,000
---	5935- Health Fund	5,000	-	-	946
---	5940- Holiday Assistance	-	-	-	-
	TOTAL FUNDS & GRANTS	30,000	30,000	20,000	60,946
	TOTAL OPERATING EXPENSES	1,908,769	1,314,849	1,365,619	2,180,899
	NET INCOME (LOSS) BEFORE CAPEX	47,826	597,474	939,005	281,685
---	6010- Capital Expenditure - Fitness Equip	-	-	-	-
---	6020- Capital Expenditure - MIS	19,400	-	25,000	-
---	6030- Capital Expenditure - FF&E	-	-	-	-
---	6040- Capital Expenditure - Parking	59,500	33,000	-	-
---	6050- Capital Expenditure - Building	153,100	100,000	457,700	79,037
	TOTAL CAPITAL EXPENDITURE	232,000	133,000	482,700	79,037
	NET INCOME (LOSS)	(184,174)	464,474	456,305	202,648

BCHD FY2011-12 Budget

Budget Timeline And Accounting Basis



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Budget Timeline

December. The budget process begins each year when Finance reviews the prior year's timeline, guidelines, and spreadsheets and requests Department feedback on the prior year process. Department Directors provide insight on how the Finance Department can better serve their areas in the upcoming year. Finance schedules in-service training and Q&A sessions.

January. The current year's mid-year financials are completed for the six months of activity ending December. This is a half-way mark that provides a simple and convenient comparison, multiplying current actual activity by two gives a rudimentary starting point.

February. Budget instructions and revised spreadsheets are released. Capital project requests are due in February, followed by initial revenue projections. Once initial expense projections are submitted from Directors, the initial consolidation can be assembled.

March. Each Department's budget reviewed with the Finance Director in early March. The CEO is given a first-look of the consolidation in Mid-march and a period of review and adjustments follows from then until April.

April. Grant forecast commitment to Community Health Committee. Successive iterations of review and corrections continue seeking to balance the budget and maximize services allocating all available resources.

May. Finance Committee, comprised of two board members, appointed community members, the Finance Director and the Treasurer of one of the three Beach Cities, reviews prior to recommendation to the Board of Directors. The District Board of Directors is presented the budget for the May Board meeting.

Following completion of their review, adjustment and approval by resolution, the approved budget is sent to staff for implementation.

Accounting Basis

BCHD's budget and financial reporting use the modified accrual basis of accounting, focusing on current financial resources measurement. Revenues are recognized as soon as they are both measurable and collectible within the current fiscal year. Expenditures are generally recorded when the liability is incurred.

BCHD FY2011-12 Budget

Description of Funds



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2011-12 BUDGET
DESCRIPTION OF FUNDS

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Beach Cities Health District, like other state and local government entities, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

General Fund. All activities are reported in the General Fund except for those segregated in the Special Revenue Fund. This fund includes governmental activities such as Community Services, Community-Based Services, Property Management, Health & Fitness and District Administrative Departments.

Special Revenue Fund. Beach Cities Health District's special revenue fund segregates activity related to Prospect One Corporation, established to construct and operate medical office building space on the main campus of the District. Activity in the current fiscal year was comprised solely of interest income.

BCHD FY2011-12 Budget

Fund Summary



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Beach Cities Health District**Budget 2011-2012****Fund Summary**

	Budget FY10	Budget FY11	Proj'd FY11	Budget FY12	Increase (Decrease)
Tax Revenue	2,484,000	2,450,400	2,450,558	2,450,400	(158)
Lease Revenue	2,192,717	1,912,975	2,323,538	1,678,266	(645,272)
Interest Revenue	2,148,779	1,954,180	1,878,507	1,921,990	43,483
Partnership Revenue	1,218,333	1,191,651	1,392,941	1,443,567	50,626
User Fee Revenue	2,651,777	2,390,146	2,356,805	2,591,282	234,477
Other Revenue	81,952	113,265	121,295	139,787	18,492
TOTAL REVENUES	10,777,558	10,012,617	10,523,644	10,225,292	(298,353)
OPERATING EXPENSES					
Cost of Goods Sold	137,406	141,370	152,401	144,590	(7,811)
Payroll & Benefits	4,919,753	4,961,813	5,035,756	5,171,564	135,808
General & Administrative	378,984	367,772	374,948	463,842	88,894
Human Resources	216,816	152,272	131,510	160,710	29,200
Info Systems	94,481	84,501	117,981	157,419	39,438
Community Relations	385,179	295,665	271,096	225,755	(45,341)
Facilities	625,684	510,847	645,627	425,730	(219,897)
Professional Services	836,377	728,493	1,413,664	1,384,437	(29,227)
Interest & Other	553,793	535,756	537,091	516,235	(20,856)
Funds & Grants	1,690,258	1,636,412	1,658,870	1,527,154	(131,716)
TOTAL OPERATING EXPENSES	9,838,731	9,414,901	10,338,944	10,177,436	(161,508)
OPERATING SURPLUS (DEFICIT)	938,827	597,716	184,700	47,856	(136,845)
Capital Expenditures	482,700	141,693	79,037	247,815	168,778
Designated Energy Recovery	456,000	456,000	456,000	400,000	(56,000)
NET INCOME (LOSS)	125	23	(350,336)	(599,958)	(249,622)
FUND BALANCE as of July 1			39,214,999	38,864,663	
FUND BALANCE as of June 30			38,864,663	38,264,705	

Beach Cities Health District
Budget 2011-2012
General Fund

	Budget FY10	Budget FY11	Proj'd FY11	Budget FY12	Increase (Decrease)
Tax Revenue	2,484,000	2,450,400	2,450,558	2,450,400	(158)
Lease Revenue	2,192,717	1,912,975	2,323,538	1,678,266	(645,272)
Interest Revenue	1,314,115	1,148,515	1,066,544	1,147,715	81,171
Partnership Revenue	1,218,333	1,191,651	1,392,941	1,443,567	50,626
User Fee Revenue	2,651,777	2,390,146	2,356,805	2,591,282	234,477
Other Revenue	412,540	432,885	440,915	447,539	6,624
TOTAL REVENUES	10,273,482	9,526,572	10,031,301	9,758,769	(272,533)
OPERATING EXPENSES					
Cost of Goods Sold	137,406	141,370	152,401	144,590	(7,811)
Payroll & Benefits	4,919,753	4,961,813	5,035,756	5,171,564	135,808
General & Administrative	378,984	367,772	374,948	463,842	88,894
Human Resources	216,816	152,272	131,510	160,710	29,200
Info Systems	94,481	84,501	117,981	157,419	39,438
Community Relations	385,179	295,665	271,096	225,755	(45,341)
Facilities	625,684	510,847	645,627	425,730	(219,897)
Professional Services	833,290	725,406	1,413,150	1,381,350	(31,800)
Interest & Other	52,800	52,800	50,218	52,800	2,582
Funds & Grants	1,690,258	1,636,412	1,658,870	1,527,154	(131,716)
TOTAL OPERATING EXPENSES	9,334,651	8,928,858	9,851,557	9,710,914	(140,643)
OPERATING SURPLUS (DEFICIT)	938,831	597,714	179,744	47,855	(131,890)
Capital Expenditures	482,700	141,693	79,037	247,815	168,778
Designated Energy Recovery	456,000	456,000	456,000	400,000	(56,000)
NET INCOME (LOSS)	131	21	(355,292)	(599,959)	(244,667)
FUND BALANCE as of July 1			38,089,253	37,733,961	
FUND BALANCE as of June 30			37,733,961	37,134,002	

Beach Cities Health District
Budget 2011-2012
Prospect One Fund

	Budget FY10	Budget FY11	Proj'd FY11	Budget FY12	Increase (Decrease)
Tax Revenue					-
Lease Revenue					-
Interest Revenue	834,664	805,665	811,963	774,275	(37,688)
Partnership Revenue					-
User Fee Revenue					-
Other Revenue	(330,588)	(319,620)	(319,620)	(307,752)	11,868
TOTAL REVENUES	504,076	486,045	492,343	466,523	(25,820)
OPERATING EXPENSES					
Cost of Goods Sold					-
Payroll & Benefits					-
General & Administrative					-
Human Resources					-
Info Systems					-
Community Relations					-
Facilities					-
Professional Services	3,087	3,087	514	3,087	2,573
Interest & Other	500,993	482,956	486,873	463,435	(23,438)
Funds & Grants					-
TOTAL OPERATING EXPENSES	504,080	486,043	487,387	466,522	(20,865)
OPERATING SURPLUS (DEFICIT)	(4)	2	4,956	1	(4,955)
Capital Expenditures	0	0	0	0	-
Designated Energy Recovery	0	0	0	0	-
NET INCOME (LOSS)	(4)	2	4,956	1	(4,955)
FUND BALANCE as of July 1			1,125,746	1,130,702	
FUND BALANCE as of June 30			1,130,702	1,130,703	

BCHD FY2011-12 Budget

Glossary of Budget Terms



Live Well. Health Matters.

BEACH CITIES HEALTH DISTRICT
BUDGET FISCAL YEAR 2011-2012

Glossary of Budget Terms

Because the Operating Budget of the Beach Cities Health District is available to the public, the related terminology below is provided for supplementary help.

Accrual Basis - the basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

Accounting System- aids the recipient in the separate identification of receipts, disbursements, assets, liabilities, and provides for the summarization of financial information in a manner that will facilitate the preparation of the periodic reports.

Accrued Interest - Interest earned but not yet received.

Allocate - to distribute according to a plan or set apart for a special purpose. Examples: a. spread a cost over two or more accounting periods; b. charge a cost or revenue to a number of departments, products, processes or activities on a rational basis.

Amortization - An accounting practice of gradually decreasing (increasing) an asset's book value by spreading its depreciation (accretion) over a period of time.

Appropriation – Legal authorization by the District Board of Directors to make expenditures and to incur obligations for specific purposes.

Auditor's Report – Annual report issued in conjunction with a financial audit performed by an independent Certified Public Accountant. In this report, the independent auditor reports on internal control weaknesses and instances of noncompliance discovered in connection with the financial audit.

Available Fund Balance --That portion of the governmental type fund equity which is available for financing the budget requirements for the accounting period involved. This is a conventional term, which is synonymous with the accepted term "fund balance unreserved/undesignated," and should not be used in the financial statement presentation.

Balance Sheet- The financial statement disclosing the assets, liabilities and equity of an entity at a specified date in conformity with GAAP.

Beginning Fund Balance – Fund balance available in a fund at the beginning of the year, carried forward from the end of the prior year.

Board of Directors – The District’s equivalent of a City Council, comprised of five elected officials.

Bond - A financial obligation for which the issuer promises to pay the bondholder a specified stream of future cash flows, including periodic interest payments and a principal repayment.

Budget – The financial plan for the operations of the District that includes and estimate of proposed expenditures and the proposed means of funding those expenditures. Of the many kinds of budgets, cash budget shows cash flow, an expected payment of money, and a capital budget shows the anticipated payments for capital projects.

Budget Message - A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message contains an explanation of the principal budget items, an outline of the government’s experience during the past period and its financial status at the time of the message, and recommendations regarding the financial policy for the coming period.

Budgetary Comparisons. Statements or schedules presenting comparisons between approved budgetary amounts (as amended) and actual results of operations on the budgetary basis.

Business-type activities. One of two classes of activities reported in the government-wide financial statements. Business activities are financed in whole or in part by fees charged to external parties for goods or services and are normally reported in enterprise funds.

Cash – Currency on hand, demand deposits with banks or other financial institutions, and deposits that have the general characteristics of liquidity that can be withdrawn at any time without notice or penalty.

Cash Basis - a basis of accounting under which transactions are recognized only when cash changes hands.

Capital Assets. Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Capital assets include buildings, equipment, improvements other than buildings, infrastructure, and land. In the private sector, these assets are referred to most often as property, plant and equipment.

Capital Budget – Schedule of repair or replacement of fixed assets or improvements costing in excess of \$5,000 and with a useful life greater than 1 year.

Capital Improvement Project (CIP) – Fixed asset or improvements typically costing more than \$5,000 and with a useful life greater than one year.

CEO – Chief Executive Officer, the District's equivalent of a City Manager or an Executive Director.

Comprehensive Annual Financial Report (CAFR) - An annual financial report that includes basic financial statements and required supplemental information, combining statements showing columns for each individual fund and individual fund statements, prepared in conformity with Generally Accepted Accounting Principals (GAAP). Includes introductory information, schedules necessary to demonstrate financial, legal and contractual compliance, and statistical data.

Constant Maturity Treasury (CMT) Index - The 1 Year CMT Index is the twelve month "average" of monthly yields on United States Treasury Securities adjusted to a constant maturity of one year as made available by the Federal Reserve in Federal Reserve Statistical Release H.15.

Cost reimbursement basis – the setting of charges so that costs are systematically recovered on a break-even basis over time, typically used in connection with the evaluation of internal service funds.

Current financial resources measurement focus – The intent to report the near-term (current) inflows, outflows, and balances of expendable (spendable) financial resources. The current financial resources measurement focus is unique to accounting for government and is solely used for reporting the financial position and results of governmental funds.

Deferred Revenue. Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, amounts that are measurable but not available are one example of deferred revenue.

Deficit. (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

Department - A subdivision of the District under the fiscal review of a Director. Beach Cities Health District is comprised of the following seven departments: Communications, Community-Based Services, Community Care Services, Finance, Health & Fitness, Human Resources, and Property Management.

Depreciation. (1) Expiration in the service life of capital assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a capital asset, charged as an

expense during a particular period. In accounting for depreciation, the cost of a capital asset, less any salvage value, is prorated over the estimated service life of such an asset, and each period is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

Designation – a portion of the fund balance that is set aside for a specific use, still spendable.

Designated unreserved fund balance – Management's intended use of available expendable financial resources in governmental funds reflecting actual plans approved by the District Board of Directors. Reflect the District's self-imposed limitations on the use of otherwise spendable resources.

Direct Expense – Expense that is specifically associated with the delivery of a service or program and clearly identifiable to a particular function.

Economic Resources Measurement Focus – The intent to report all inflows, outflows and balances affecting or reflecting an entity's net assets. Used for proprietary and fiduciary funds, and by business enterprises and not-for-profit organizations in the private sector.

Enterprise Fund – The fund type used to report activities for which fees are charged to external users for goods and services.

Expenditure – The cost of services rendered or goods received.

Financial Audit. An audit made to determine whether the financial statements of a government are presented fairly, in conformity with GAAP.

Finding – Term used in connection with an audit; an observation that suggests or recommends a management action, response or explanation.

Fiscal Year – The 12-month period of time from July 1st to June 30th.

Fixed Asset – Tangible property items such as land, buildings, fitness equipment and furniture that have a value over \$1,000 and a useful life greater than 1 year.

Fixed Costs. Costs of providing goods or services that do not vary proportionately to the volume of goods or services provided (e.g., insurance and contributions to retirement systems).

Fund. A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and equities, or balances, and changes therein, are recorded and segregated to carry on specific

activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance. The difference between fund assets and fund liabilities of governmental funds.

General Fund – The primary fund of the District, used to account for all revenues and expenditures not required to be accounted for in another fund.

Generally Accepted Accounting Principles (GAAP) – Conventions, norms, rules and procedures that serve as a the standard for fair presentation of financial statements.

Government Accounting Standards Board (GASB) - A standard-setting body, associated with the Financial Accounting Foundation, which prescribes standard accounting practices for governmental units.

Government Securities - An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, and Bonds."

Governmental Activities – One of two classes of activities reported in the government-wide financial statements. Governmental activities generally financed through taxes, intergovernmental revenues, and other non-exchange revenues, usually reported in governmental and internal service funds.

Interest Rate - The annual yield earned on an investment, expressed as a percentage.

Inventory. (1) A detailed list showing quantities, descriptions, and values of property and, frequently, units of measure and unit prices. (2) An asset account reflecting the cost of goods held for resale or for use in operations. Under some circumstances, inventory is not valued at cost but at the lower of cost or market.

Investments. Most commonly, securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include capital assets used in government operations.

Investment Revenue – The interest income received from a portfolio of investments.

Liquidity - An asset that can easily and rapidly be converted into cash without significant loss of value.

Local Agency Investment Fund (LAIF) - A pooled investment vehicle for local agencies in California sponsored by the State of California and administered by the State Treasurer.

Matching Principle - is the accounting principle that requires the recognition of all costs that are directly associated with the realization of the revenue reported within the income statement.

Miscellaneous Income - is that income realized that is not directly related to the sale of standard products and services.

Modified Accrual Basis accounting is a mixture of the cash and accrual basis. The modified accrual basis should be used for governmental funds. To be recognized as a revenue or expenditure, the actual receipt or disbursement of cash must occur soon enough after a transaction or event has occurred to have an impact on current spendable resources. In other words, revenues must be both measurable and available to pay for the current period's liabilities. Revenues are considered available when collectible either during the current period or after the end of the current period but in time to pay year-end liabilities. Expenditures are recognized when a transaction or event is expected to draw upon current spendable resources rather than future resources.

Note Payable. In general, an unconditional written promise signed by the maker to pay a certain sum in money on demand or at a fixed or determinable time, either to the bearer or to the order of a person designated therein.

Note Receivable. A legal right to receive payment of a certain sum of money on demand or at a fixed or determinable time, based on an unconditional written promise signed by the maker.

Operating budget – the financial plan, excluding capital expenditures, for the District's provision of services.

Other Post-Employment Benefits (OPEB). Post-Employment benefits provided by an employer to plan participants, beneficiaries, and covered dependents through a plan or other arrangement that is separate from a plan to provide retirement income. OPEB also include post-employment health care benefits provided through a public employee retirement system or pension plan. In addition to post-employment health care benefits (such as illness, dental, vision, and hearing), OPEB may include, for example, life insurance, disability income, tuition assistance, legal services, and other assistance programs.

Overhead - is the indirect costs associated with providing a service or product. Building rent, heating and lighting, administration or supervision costs and maintenance of facilities are all examples of indirect overhead.

Par Value - The amount of principal that must be paid at maturity. Also referred to as the face amount of a bond, normally quoted in \$1,000 increments per bond.

Pass-through Grants. Grants and other financial assistance received by a governmental entity to transfer to or spend on behalf of a secondary recipient.

Portfolio - Combined holding of more than one stock, bond, commodity, real estate investment, cash equivalent, or other asset. The purpose of a portfolio is to reduce risk by diversification.

Prepaid Expenses - Payment in advance of the receipt of goods and services in an exchange transaction. Prepaid items differ from deferred charges in that they are spread over a shorter period of time than deferred charges and are regularly recurring costs of operations. Examples of prepaid items are prepaid rent, prepaid interest, and unexpired insurance premiums.

Principal - The face value or par value of a debt instrument, or the amount of capital invested in a given security.

Property Tax – A tax assessed in proportion to the appraised value of property to finance services that benefit that property. Los Angeles County Assessor, Auditor-Controller, and Treasurer & Tax Collector produce and account for the property tax bill and payments, remitting the appropriate portion to Beach Cities Health District.

Property Tax Increment – Increased tax revenues created from increased taxable property values. When a public project such as a health district is created, there is an increase in the value of surrounding real estate. This increased site value and investment creates more taxable property, which increases tax revenues. The increased tax revenues are the tax increment.

Reserve – A portion of the fund balance that is not available for appropriation because it does not represent spendable cash or because of legal restrictions.

Revenue – Source of income, such as from taxes, user fees, or interest.

Safekeeping - Holding of assets (e.g., investments or securities) by a financial institution serving as an agent.

Special District. An independent unit of local government organized to perform a single government function or a restricted number of related functions. Special districts usually have the power to incur debt and levy taxes; however, certain types of special districts are entirely dependent upon enterprise earnings and cannot impose taxes. Examples of special districts are water districts, drainage districts, flood control districts, hospital districts, health district, fire protection districts, transit authorities, port authorities, and electric power authorities.

Special Revenue Fund – the grouping of related accounts that segregate the activities related to the financing of construction and operation of medical office building space on the main campus of the District.

Unqualified Opinion. An opinion rendered without reservation by the independent auditor that financial statements are fairly presented.

Unrealized Gains and Losses. A term used in connection with the valuation of investments. Cumulative change in the market value of investments prior to their disposition.

Unrealized Revenues. A term used in connection with budgeting. The difference between estimated revenues and actual revenues.

Unrestricted Net Assets. That portion of net assets that is neither restricted nor invested in capital assets (net of related debt).

BCHD FY2011-12 Budget

Acronyms



Live Well. Health Matters.

BEACH CITIES HEALTH DISTRICT
BUDGET FISCAL YEAR 2011-2012

Glossary of Acronyms

The Operating Budget of the Beach Cities Health District is available to the public, the related terminology below is provided for clarify references throughout the budget documents.

BCHD – Beach Cities Health District
BOD – Board of Directors
BOE – Building Operating Expenses
BSC – Breastfeeding Support Center
CAPEX or Capex – Capital Expenditures
CAFR - Comprehensive Annual Financial Report
CBS – Community-Based Services
CCS – Community Care Services
CEO – Chief Executive Officer
CHC – Center for Health Connection
CHF – Center for Health and Fitness
CIP – Capital Improvement Plan
CMT – Constant Maturity Treasury index
FASB – Financial accounting standards board
FIFO – First in first out
FY – Fiscal Year.
G&A – General and Administrative
GAAP – Generally Accepted Accounting Principals
GASB – Government Accounting Standards Board.
H&F – Health & Fitness
HB – Hermosa Beach
HE – Health Education
HRC – Health Resource Center
IS – Information Systems
LAIF – Local Agency Investment Fund.
LIFO – Last in first out
MB – Manhattan Beach
MIS – Management of Information Systems
MRC – Medical Reserve Corps
OPEB – Other Post-employment Benefits
OSHA – Occupational Safety and Health Act
PERS – Public employee retirement system
POC – Prospect One Corporation
RB – Redondo Beach
STD – Sexually-transmitted disease
VC – Vitality City / Blue Zones project with HealthWays
YTD – Year to Date