

Beach Cities Health District Budget

Serving the residents of Hermosa Beach, Manhattan Beach and Redondo Beach, California

Fiscal Year 2012-13

Adopted May 30, 2012

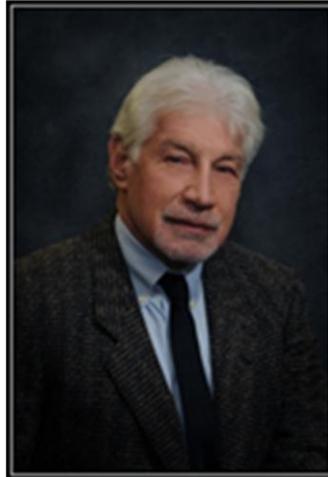
The funding to create a healthy beach community.



Board of Directors



Joanne Edgerton
President Pro Tem



Robert Grossman, M.D.
President



Noel Chun, M.D.
Secretary-Treasurer



Marie Liu Corr
Member



Vanessa Poster
Member

District Staff

Susan Burden
Chief Executive Officer

Lisa Santora, M.D.
Chief Medical Officer

Jackie Berling
Chief Resource Officer

Steve Groom
Chief Financial Officer

Michael Shaw
Communications Director

Finance Department Staff

Judy Anderson
Juliana Jenkins

Chris Bobonski
Valerie Lee

Live Well. Health Matters.

*California Society of
Municipal Finance Officers*

Certificate of Award

*Meritorious in Operating Budget
Fiscal Year 2011-2012*

Presented to the

Beach Cities Health District

For meeting the criteria established to achieve the Meritorious in Operating Budget in the .

February 29, 2012



Scott Johnson
Scott Johnson
CSMFO President

Chu Thai
Chu Thai, Chair
Professional Standards and
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

This is the 5th 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.

Table of Contents

	<u>Page#</u>
Board of Directors	i
Budget Award	ii
General Information	
Budget Message	1
Budget Adoption Resolution	8
Summary Charts	11
Health Priorities	15
Organizational Chart	16
Personnel	17
Contract Services	21
District Profile / Demographics	22
District-wide Information	
District-wide Financial Summaries	23
Capital Expenditures	25
Department Overview	40
Departmental Information	
Youth Services	41
AdventurePlex	45
Adult Services	50
Center for Health & Fitness	55
Older Adult Services	61
Administrative	65
Supplementary Information	
Budget Process Timeline	71
Budget Accounting Basis	71
Description of Funds	72
Budget Fund Summary	73
Glossary of Budget Terms	76
Acronyms	84

BCHD FY2012-13 Budget



Budget Message



Live Well. Health Matters.

July 1, 2012

FY2012-13 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 about the district-wide budget; 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 2012 through June 30th, 2013.

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 decreases 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 \$10.3 million on a property tax base of \$2.5 million. This leveraging is made possible by the supplemental funding streams of user fees, leases, investments and public-private 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 \$10.3 million in services to the community in 2012-13

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 existing array of existing services.

	Comparison to Prior Year Budget			
	FY12-13 Budget	FY11-12 Budget	Increase (Decrease)	%
Revenue	10,068,077	10,225,304	(157,227)	-1.5%
Operating Expenses	(10,368,177)	(10,177,489)	(190,688)	1.9%
Net Income Before Capital	(300,100)	47,815	(347,915)	-727.6%
Capital Expenditures	(299,900)	(247,815)	(52,085)	21.0%
Capital Project Payback	-	(400,000)	400,000	-100.0%
	<u>(600,000)</u>	<u>(600,000)</u>	-	

Financial accomplishments of this budget are:

- 1) Continues the Board-approved investment of \$600,000, the 3rd year in the 3-year Vitality City project in concert with the three cities, school districts and local businesses
- 2) Recognizes increased lease revenues of \$556,000
- 3) Gains additional building operating expense recovery of \$119,000.
- 4) Overcomes the projected loss of \$603,000 in interest revenue.
- 5) Overcomes the projected decrease in public-private partnership revenue of \$111,000.
- 6) Begins a capital reserve fund of \$110,000 towards backup boiler and HVAC systems
- 7) Begins funding employee post-employment health liability by \$36,000
- 8) A balanced budget aside from the Vitality City \$600,000 commitment.

Revenue Comparison to Prior Year Budget

	FY12-13 Budget	FY11-12 Budget	Increase (Decrease)	%
User Fees	2,502,854	2,591,282	(88,428)	-3.4%
Property Tax	2,462,400	2,450,400	12,000	0.5%
Leases	2,233,997	1,678,266	555,731	33.1%
Interest Income	1,319,330	1,921,990	(602,660)	-31.4%
Limited Partnerships	1,333,000	1,443,567	(110,567)	-7.7%
Other	216,496	139,799	76,697	54.9%
Total Revenues	10,068,077	10,225,304	(157,227)	-1.5%

Program accomplishments this budget provides are:

- Measurably improve the health of the residents of Hermosa Beach, Manhattan Beach and Redondo Beach working as a “Vitality City” in concert with the three cities, three school districts, local employers and in partnership with subject matter “Blue Zone” experts implementing community health best practices.
- Measurably improve the independence, quality of life and reduced hospitalization of over 400 older and disabled adults, leveraging staff effort with over 4,500 volunteer visits.
- Directly deliver nutrition, physical education, substance abuse prevention and social and emotional healthy learning to over 8,000 elementary and middle school students
- Increase youth physical activity at our AdventurePlex facility, making fitness fun and serving over 2,400 through summer camp and 28,000 through drop-in play over the year.
- Continue to deliver medical fitness center services, group exercise classes, personal training for nearly 3,000 adults, measurably improving active aging.
- Facilitate and finance health care (over 1,000 medical, 250 pediatric and 2,000 counseling visits) for uninsured income-eligible residents

Population Served in the Beach Cities

City	2010	
	Population*	%
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

Age Category	Population	%**
Youth	23,651	19%
Adult	89,623	72%
Senior	11,203	9%
	<u>124,477</u>	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 0.5% increase in Property Tax over projected 2011-12.

The U.S. Bureau of Labor Statistics reported a March 2012 CPI-U (all urban consumers) of 2.02%; the 5-year average has been 1.82%.

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. 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. Silverado notes will be paid down in January 2013, to be reinvested at portfolio rates.

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 five 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 (13 percent), Lease revenue (22 percent), and Partnership Revenue (13 percent).

User Fee revenue is normally projected on the basis of historic usage trends of actual services with an objective 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 decrease \$88,000 or 3 percent over 2012-13 Budget. AdventurePlex increases \$5,000 (flat) and Center for Health & Fitness decreases \$94,000 (7 percent).

Diversified Funding Sources

	FY12-13	
	Budget	%
User Fees	2,502,854	25%
Property Tax	2,462,400	24%
Leases	2,233,997	22%
Interest Income	1,319,330	13%
Limited Partnerships	1,333,000	13%
Other	216,496	2%
Total Revenues	10,068,077	100%

Property Tax is forecast to begin to rise slightly, based on the experience and forecasts of our overlapping cities. Property Tax has remained relatively flat with 2008-09 levels.

Lease revenues are projected on the basis of existing leases. The primary increase for FY2012-13, as shown at table to right, is space previously leased by Providence Little Company of Mary vacated in March 2011 and leased to tenants at current market rates.

Four recently-executed leases are particularly noteworthy. 1) *Silverado Senior Living* executed a lease to occupy first floor space previously occupied by Providence including space that was previously unleaseable common area. 2) *Cancer Care and Associates* executed a lease renewal for space on the fourth floor at an increased lease rate, including full share of building operating expenses. 3) *Beach Cities Child Development Center* has executed a lease for space in the Lower Level that includes a substantial amount of previously common area or exterior parking lot being converted to outdoor playground space. 4) *UCLA Health Systems* has executed a lease for 8,708 sq. ft. on the 1st floor. Both UCLA and BCCDC lease revenue commences in FY2013-14, but covers building operating expenses in current year.

Lease Revenue Sources

	FY12-13 Budget	FY11-12 Budget	Increase (Decrease)	%
514 N. Prospect Ave.	1,613,094	1,120,268	492,826	44%
1837 Pacific Coast Highway	242,015	242,015	(0)	0%
601 Pacific Coast Highway	163,992	160,704	3,288	2%
2114 Artesia Blvd.	155,916	152,280	3,636	2%
AdventurePlex	55,980	-	55,980	-
Flagler / Beryl lot	3,000	3,000	-	0%
	<u>2,233,996</u>	<u>1,678,267</u>	<u>555,729</u>	<u>33%</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 \$111,000 per month. This is a 10% decrease from prior year, in line with actual financial performance in the current fiscal year which fell \$250,000 below expectations and has recovered in the recent four months to a trend that supports the forecast. The Surgery Center is a mature operation and is budgeted to average \$24,000 per month based on current results which have been very consistent.

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, the District’s investment manager, is forecasting a 1.07% average return on district investments under their management. Silverado Senior Living has put the District on notice that it will be paying off existing notes receivable, approximately \$5.5 million, after December 31, 2012. Silverado notes have averaged about 8%. 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. These factors, combined, will result in a \$603,000, or 31%, decline in budgeted interest revenue.

Investment Earnings

	FY12-13 Budget	FY11-12 Budget	Increase (Decrease)	%
Investment Portfolio	286,410	432,000	(145,590)	-34%
Ducot Note	740,302	774,275	(33,973)	-4%
Silverado Note	290,762	705,000	(414,238)	-59%
Leap & Bound Note	1,854	10,715	(8,861)	-83%
	<u>1,319,329</u>	<u>1,921,990</u>	<u>(602,661)</u>	<u>-31%</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.

AdventurePlex revenues are budgeted to increase by \$61,000 compared to prior year budget and expenses are forecast to increase \$31,000, excluding indirect costs. 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 61% to 60%.

Adult Services

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, as well as offering memberships to the general public. Programs offered include Pilates, yoga, specialized personal training and classes for fitness and wellness. Classes offered include Pilates and yoga classes for fitness and wellness. We anticipate July membership of 2,472 growing to 2,639 by year-end.

User fee revenues are budgeted to decrease by \$93,000 compared to prior year budget and expenses are forecast to decrease \$42,000, excluding indirect costs. The District's staffing and support of CHF reflects our commitment to quality, safety. As an indicator of improved efficiency this year, Salaries & Benefits are budgeted at 75% as a percent of revenue, an improvement from 81% last year.

The District's 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. Health Fund and case management spending is budgeted at the same level as prior year.

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 Finance. Human Resources includes Volunteer Management and Central Administrative Services; Finance includes Accounting and Financial Reporting, Information Systems, Property and the administration of Prospect One Corp.

The commencement of funding for Other Post-Employment Employee Benefits, (OPEB) is new in this year's budget. This is a government best practice being instituted of pre-funding the obligation of the postemployment health administrative cost during the service of active employees. A July 2011 actuarial study estimated the annual required contribution at \$36,000 per year and this budget is the first step towards funding that liability.

The district is making a \$20,000 commitment this year to the employee wellness of staff, implementing measures advocated to other employers in the community to improve the health and wellness of our own employees. Continuing efforts to improve the effectiveness and efficiency of district staff, this budget includes a \$60,000 commitment to tuition assistance, and increase of \$47,000, and \$34,000 for education and training, a decrease of \$3,000.

Information Technology expenses are budgeted to decrease by \$22,000 due primarily to large hardware expenditures in the prior year offset by an increased software budget for user-fee systems supporting AdventurePlex and the Center for Health and Fitness.

Advertising increases this year by \$42,000 to \$90,000 primarily for outreach to new service recipients, our on-going effort to reach new direct users of Center for Health & Fitness and AdventurePlex.

Dues and Memberships increases substantially from prior year's budget by \$12,600 because in the budget approved for FY11-12, the Association of California Health Districts was excluded and considered at a subsequent board meeting. The dues of \$12,500 is incorporated into the balanced budget this year.

Electricity expense is budgeted to decrease \$19,000 from prior year's budget, as the utilization of the main campus is near maximum. BOE (Building Operative Expense) recovery allocation to tenants is budgeted to increase by \$118,000. Since some previous leases 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.

The Board-approved 3-year agreement with Healthways for the Blue Zones / Vitality City project continues at \$600,000 per year. 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.

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 \$299,900 for District capital needs. This represents a very conservative approach replacing only infrastructure elements that

cannot be deferred. In previous years, economic factors and limited short-term revenue options have forced the District to make difficult decisions while attempting to maintain service delivery levels.

Major accomplishments include re-roofing of portions of the 514 Prospect building, exterior signage, reserve for boiler/HVAC system, cooling tower refurbishment, 1st floor flooring, air handling equipment replacement, and ADA door hardware for stairwell access doors. AdventurePlex has capital funding for parking lot surface work and the Center for Health and Fitness will get entry area flooring. Information Systems is budgeting one replacement server this year.

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 and enhances the wide array of existing community health services.
- Addresses the economic hurdles of declining property values, declining interest rates and partnership revenues.
- Absorbs a revenue reduction of \$157,000 or 1.5 percent under last year's budget.
- Increases operating expenses by \$69,000 or 0.7 percent over last year's budget, of which is \$600,000 is the Vitality City Blue Zones project.
- Provides for expenditures of \$10.3 million to deliver health and wellness services on a property tax base of \$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 FY2012-13 Budget

Budget Adoption Resolution



Live Well. Health Matters.



Live Well. Health Matters.

RESOLUTION NO. 520

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE BEACH CITIES HEALTH DISTRICT
ADOPTING THE FINAL OPERATING AND CAPITAL BUDGET FOR THE
FISCAL YEAR 2012 - 2013

WHEREAS, a preliminary budget for Fiscal Year 2012-13, July 1, 2012 to June 30, 2013, 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 2012-13 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 2012-13.

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

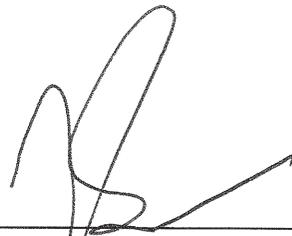
1. That the budget document which is on file with the Secretary to the Board, a summary of which is attached hereto as "Exhibit A," be and is adopted as the operating and capital budget for the District for FY 2012-13.
2. That the amounts designated in the final FY 2012-13 operating and capital budget 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. Capital budget appropriation is authorized to completion of project, not limited to spending within fiscal years.
3. 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.

(d) Except as provided by Section 5(b) herein, the Board must authorize any increase in the overall operating budget and capital budget.

4. That this resolution shall become effective as of, on and after the 1st day of July, 2012.

PASSED, APPROVED, AND ADOPTED THIS 30th DAY OF MAY, 2012.



Dr. Robert Grossman, 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 2012-13

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
Property Tax Revenue	2,462,400	2,450,400	2,453,868	2,450,400	2,450,558
Lease Revenue	2,233,997	1,678,266	2,074,595	1,912,975	1,736,041
Interest Revenue	1,319,330	1,921,990	1,783,309	1,954,180	1,943,965
Limited Partnership Revenue	1,333,000	1,443,567	1,214,941	1,191,651	1,180,583
User Fees Revenue	2,502,854	2,591,282	2,395,112	2,390,146	2,470,375
Other Revenue	216,496	139,799	143,620	113,265	143,527
TOTAL REVENUE	10,068,077	10,225,304	10,065,445	10,012,617	9,925,050
Cost of Goods Sold	137,226	144,590	147,862	141,370	121,824
Payroll	5,173,060	5,171,564	5,069,438	4,961,813	5,033,948
General & Administrative	485,273	463,842	357,269	367,772	416,995
Human Resources Related	202,437	160,710	131,915	152,272	157,279
Information Systems	133,645	157,472	108,083	83,562	136,295
Community Relations	338,467	225,755	259,174	295,665	277,541
Facilities Expenses	360,537	425,730	592,304	511,807	522,128
Professional Services	1,507,940	1,384,438	1,290,534	728,493	1,463,863
Interest and Other	497,505	516,235	531,006	535,756	525,988
Funds & Grants	1,532,087	1,527,154	1,413,255	1,636,412	1,424,928
TOT TOTAL OPERATING EXPENSES	10,368,177	10,177,490	9,900,840	9,414,923	10,080,789
NET INCOME (LOSS) BEFORE CAPEX	(300,100)	47,815	164,605	597,695	(155,740)
Capital Expendures	299,900	247,815	361,551	141,693	255,018
Energy Recovery	-	400,000	456,000	456,000	400,000
NET INCOME (LOSS)	(600,000)	(600,000)	(652,946)	2	(810,757)

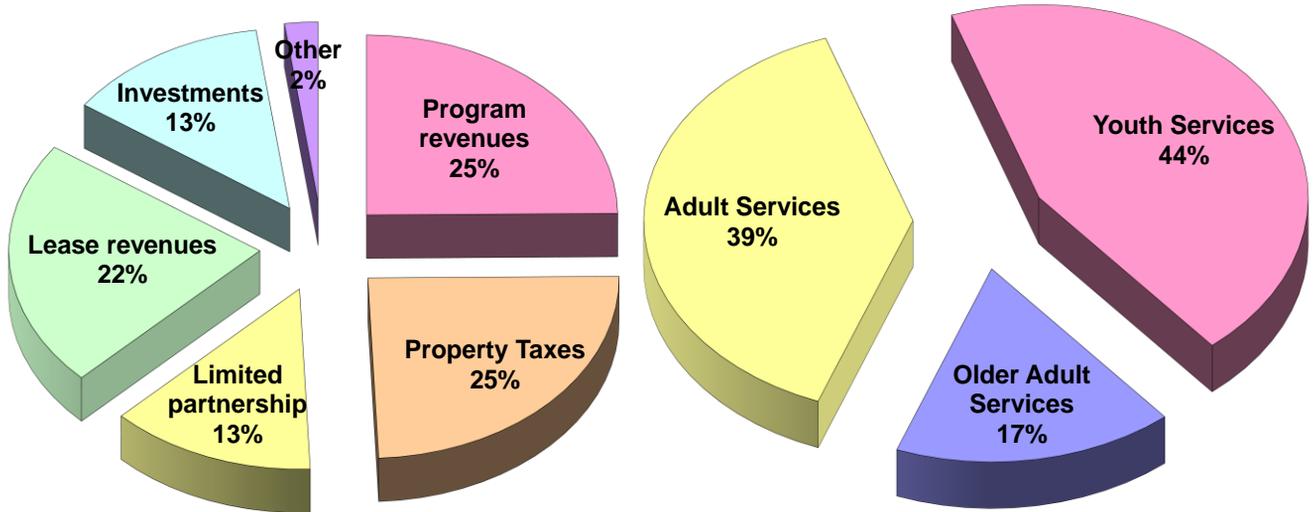
BCHD FY2012-13 Budget

Summary Charts



Live Well. Health Matters.

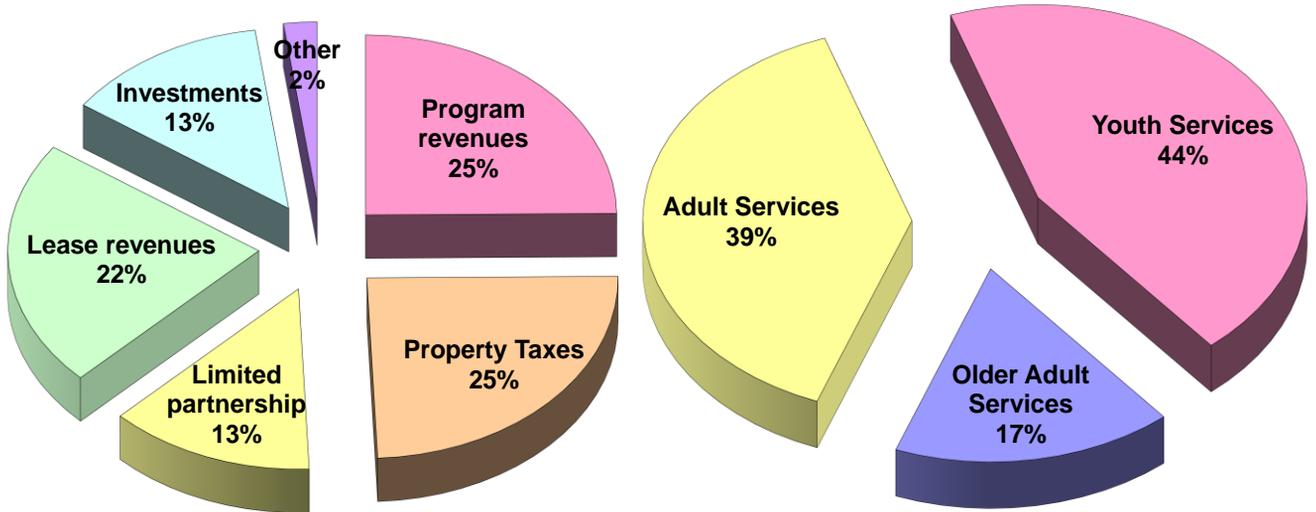
Revenues - Expenses



**Beach Cities Health District's
FY2012-13 budget leverages
\$2.5 million in Property Tax
revenue to provide
\$10.3 million in services to the
community**

Live Well. Health Matters.

Revenues - Expenses



Revenues

Program revenues	2,503,000	25%
Property Taxes	2,462,000	25%
Limited partnership	1,333,000	13%
Lease revenues	2,234,000	22%
Investments	1,319,000	13%
Other	217,000	2%
	<u>10,068,000</u>	100%

Expenses

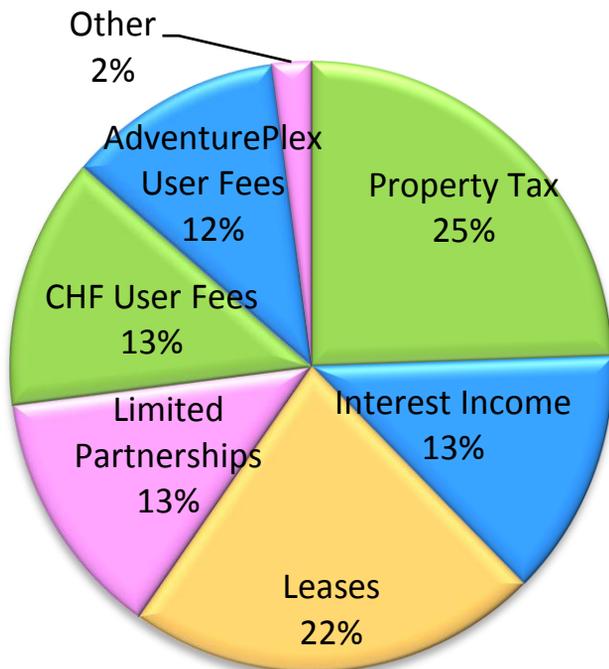
Youth Services	4,578,000	44%
Adult Services	4,044,000	39%
Older Adult Service	1,746,000	17%
	<u>10,368,000</u>	100%

Live Well. Health Matters.

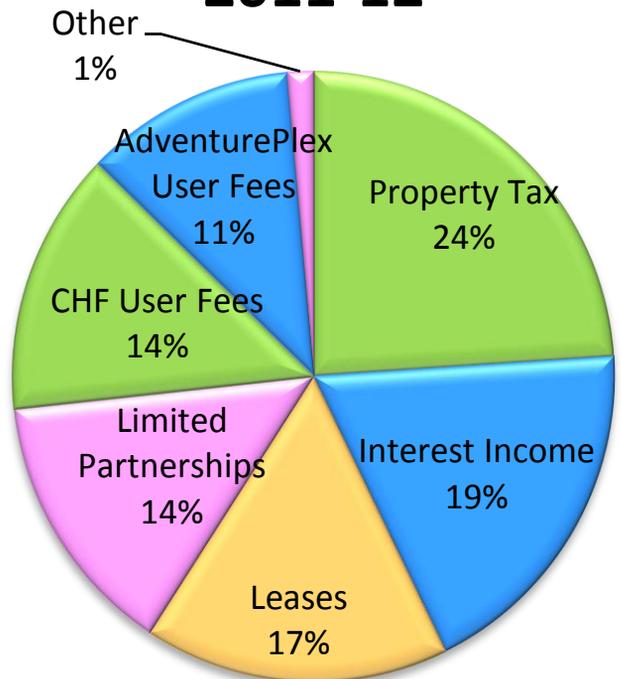
Revenues

	FY12-13		FY11-12	
	Budget	%	Budget	%
Property Tax	2,462,400	24.5%	2,450,400	24.0%
Interest Income	1,319,330	13.1%	1,921,990	18.8%
Leases	2,233,997	22.2%	1,678,266	16.4%
Limited Partnerships	1,333,000	13.2%	1,443,567	14.1%
CHF User Fees	1,343,752	13.3%	1,428,998	14.0%
AdventurePlex User Fees	1,165,302	11.6%	1,160,084	11.3%
Other	210,296	2.1%	141,987	1.4%
Total Revenues	10,068,077	100.0%	10,225,292	100.0%

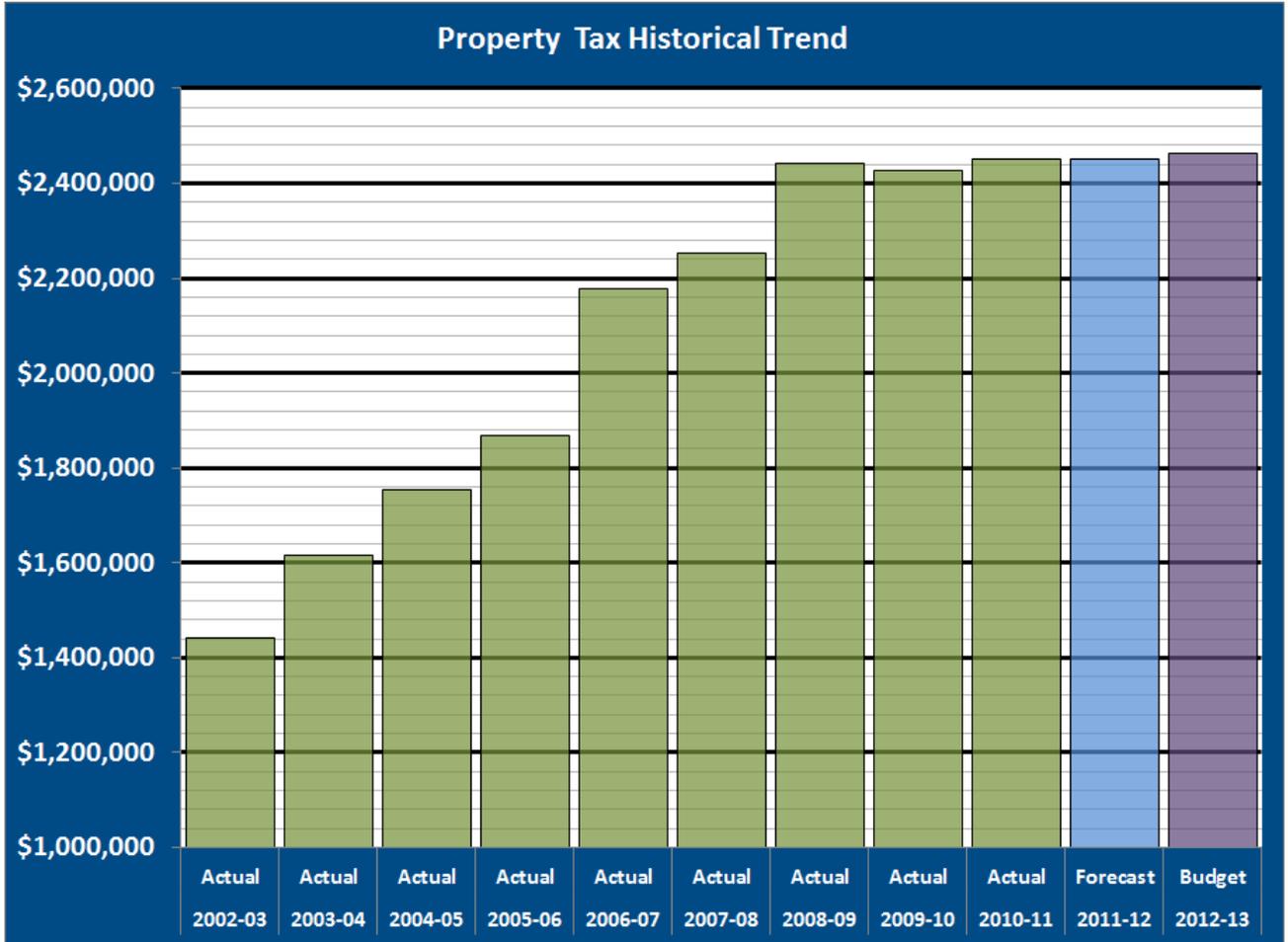
2012-13



2011-12



Live Well. Health Matters.



		\$	\$ Incr	% Incr
2002-03	Actual	1,440,802		
2003-04	Actual	1,615,027	174,225	12.1%
2004-05	Actual	1,753,357	138,330	8.6%
2005-06	Actual	1,867,873	114,516	6.5%
2006-07	Actual	2,178,032	310,159	16.6%
2007-08	Actual	2,252,697	74,665	3.4%
2008-09	Actual	2,442,451	189,755	8.4%
2009-10	Actual	2,428,306	(14,146)	-0.6%
2010-11	Actual	2,450,400	22,094	0.9%
2011-12	Forecast	2,450,400	-	0.0%
2012-13	Budget	2,462,400	12,000	0.5%

BCHD FY2012-13 Budget

Health Priorities



Live Well. Health Matters.

Beach Cities Health District
Health Priorities
2012-2015

Youth (Birth to 17 years of age)	Adults (18 to 64 years of age)	Older Adults (65 years of age and older)
Increasing physical activity, promoting healthy eating and preventing obesity	Increasing physical activity, promoting healthy eating, reducing obesity and preventing chronic diseases	Increasing physical activity, promoting healthy eating, reducing obesity and promoting self-management of chronic diseases
Preventing alcohol and drug use	Preventing drug abuse and excessive alcohol use	Preventing drug abuse and excessive alcohol use
Fostering emotional well-being from the earliest stages of life	Promote mental health by reducing risk factors and enhancing protective factors associated with mental illness	Enhancing social supporting and implementing evidence-based strategies to reduce depression
Support evidence-based tobacco control policies		
Address barriers to access to oral health care		
<p><i>Notes:</i></p> <ul style="list-style-type: none"> • Health Priorities reviewed and approved by BCHD Board of Directors (May 30, 2012) • Health Priorities reviewed and approved by Strategic Planning and Community Health Committees <p>Health Priorities based on health data from Community Health Snapshot and Chief Medical Officer Recommendations</p>		

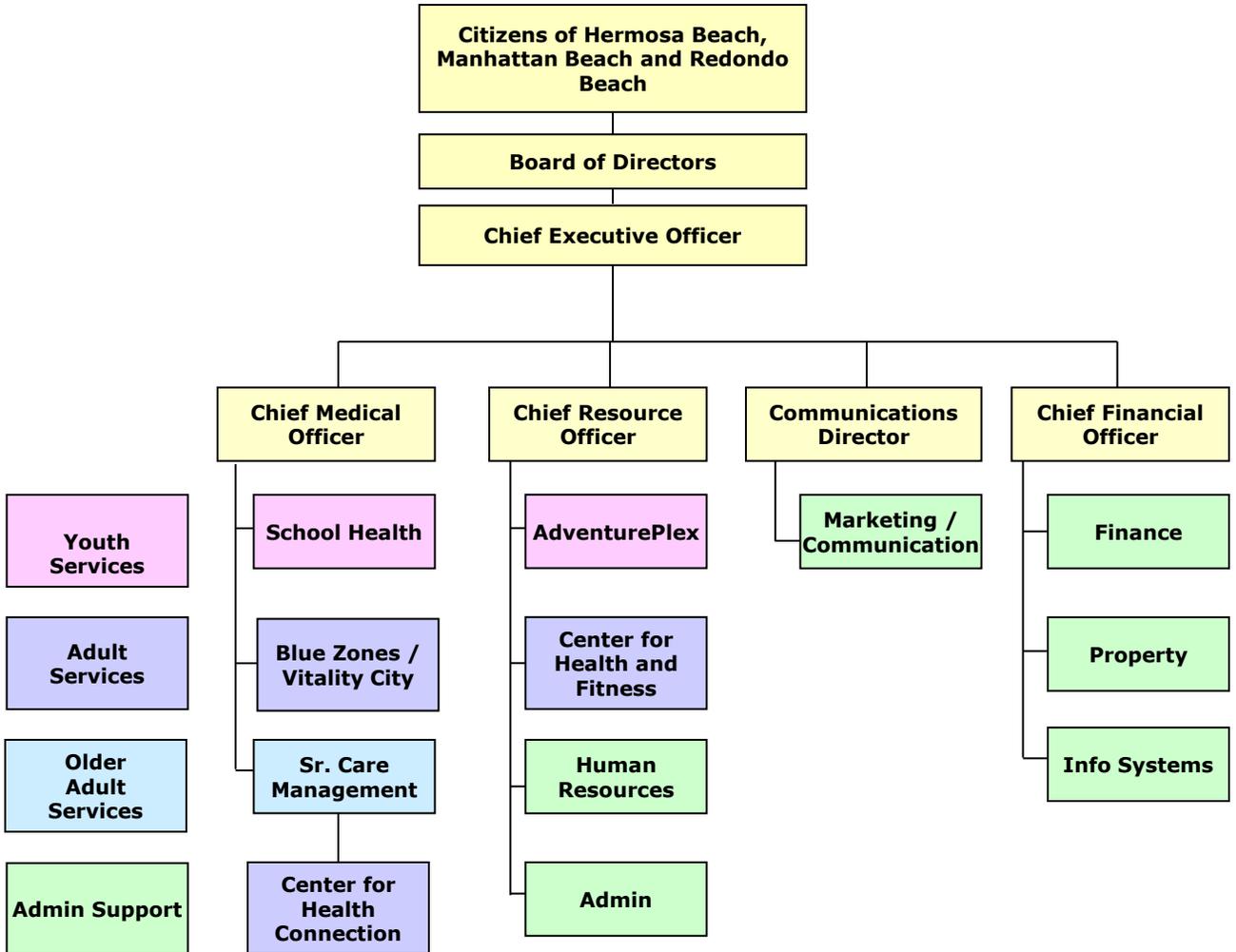
BCHD FY2012-13 Budget

Personnel



Live Well. Health Matters.

Organization Chart



Beach Cities Health District
 Budget 2012-13 - Personnel FTE Summary

	Budget FY13	Budget FY12	Budget FY11
Administration			
Executive	3.00	2.00	2.00
Human Resources	5.00	5.00	5.00
Finance/IT/Property	6.85	7.60	7.60
Communications	3.00	3.00	2.40
Total Administration	<u>17.85</u>	<u>17.60</u>	<u>17.00</u>
Youth Services			
AdventurePlex	20.60	22.05	21.56
Youth Services - Other	7.76	6.26	5.50
	<u>28.36</u>	<u>28.31</u>	<u>27.06</u>
Adult Services			
Center for Health & Fitness	17.50	17.31	17.77
Vitality City	2.00	1.00	-
Adult Services - Other	2.75	5.00	6.50
	<u>22.25</u>	<u>23.31</u>	<u>24.27</u>
Senior Services	8.50	8.50	7.88
District Total	<u><u>76.96</u></u>	<u><u>77.72</u></u>	<u><u>76.21</u></u>

Beach Cities Health District
 Budget 2012-13 - Personnel - FTE detail

	Prior Year	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	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
170 Employer Wellness	-	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	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
Human Resources															
110 Director of Human Resources	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 Generalist	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 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
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 A/P - A/R	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-	-	-	-	-	7.00	0.58
120 A/P - A/R	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	8.00	0.67
120 Payroll - GL	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 CFO	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 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 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
	7.00	6.60	6.60	6.60	6.60	7.60	7.60	7.60	6.60	6.60	6.60	6.60	6.60	82.20	6.85
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 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
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 In-Home Exercise Specialist	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
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	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
410 LWK 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
410 Dietitian - LWK Ped Prgm		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 Registered Dietician	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 Physical Education Specialist	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
482 Physical Education 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
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 Behavioral Health Educator	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 Adventure Staff (Adventure 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
631 Adventure Staff (Adventure 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
631 Adventure Staff (Adventure 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
631 Adventure Staff (Adventure 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
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

Beach Cities Health District
 Budget 2012-13 - Personnel - FTE detail

	Prior Year	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Total	Avg.
651 Cook/Maintenance	0.69	0.50	0.56	0.27	0.23	0.33	0.39	0.25	0.29	0.23	0.29	0.27	0.35	3.96	0.33
651 Cook/Maintenance	0.69	0.56	0.50	0.13	0.13	0.17	0.21	0.16	0.16	0.14	0.16	0.13	0.42	2.86	0.24
	27.76	47.33	47.32	22.22	21.93	23.34	25.87	22.45	23.38	22.23	23.38	21.97	38.79	340.26	28.36
Adult Services															
605 Chief Medical Officer	1.00	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
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
800 new	-	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 Access and Advocacy Manag	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 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	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	5.04	0.42
611 Personal Trainer Coordinato	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
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	1.00	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		0.25	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
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	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	9.00	0.75
611 Personal Trainer--Orientation		0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	1.20	0.10
611 Personal Trainer--Orientation		0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	1.20	0.10
611 Personal Trainer--Orientation		0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	1.20	0.10
611 Personal Trainer--Orientation		0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	0.15	0.05	1.20	0.10
611 Front Desk Staff		0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.36	0.03
611 Personal Trainer--Orientatio	varies	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.90	0.08
611 Personal Trainer--Orientatio	varies	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.90	0.08
611 Personal Trainer--Orientatio	varies	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.90	0.08
611 Personal Trainer--Orientatio	varies	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.10	0.05	0.90	0.08
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	0.15	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 I	varies	0.10	-	0.10	-	-	-	0.10	-	-	0.10	-	-	0.40	0.03
611 Front Desk I	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 Front Desk 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 Front Desk 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 Front Desk Staff	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
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	0.30	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	0.45	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
611 Clubhouse I	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
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	1.24	1.29	1.29	1.29	1.29	1.29	1.29	1.29	1.29	1.29	1.29	1.29	1.29	15.51	1.29
612 Personal Trainer Coordinator		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
612 Personal Trainer--Training	varies	0.40	0.40	0.50	0.45	0.45	0.30	0.50	0.43	0.45	0.45	0.45	0.45	5.23	0.44
612 Personal Trainer--Training	varies	0.35	0.35	0.44	0.40	0.40	0.26	0.44	0.37	0.40	0.40	0.40	0.40	4.60	0.38
612 Personal Trainer--Training	varies	0.35	0.35	0.44	0.40	0.40	0.26	0.44	0.37	0.40	0.40	0.40	0.40	4.60	0.38
612 Personal Trainer--Training	varies	0.33	0.33	0.41	0.37	0.37	0.25	0.41	0.35	0.37	0.37	0.37	0.37	4.28	0.36
612 Personal Trainer--Training	varies	0.17	0.17	0.21	0.19	0.19	0.13	0.21	0.18	0.19	0.19	0.19	0.19	2.19	0.18
612 Personal Trainer--Training	varies	0.06	0.06	0.07	0.06	0.06	0.04	0.07	0.06	0.06	0.06	0.06	0.06	0.73	0.06
612 Personal Trainer--Training	varies	0.21	0.21	0.26	0.23	0.23	0.16	0.26	0.22	0.23	0.23	0.23	0.23	2.72	0.23
612 Personal Trainer--Training	varies	0.25	0.25	0.31	0.28	0.28	0.19	0.31	0.26	0.28	0.28	0.28	0.28	3.24	0.27
613 Assistant General Manager		0.28	0.28	0.28	0.28	0.28	0.28	0.28	0.28	0.28	0.28	0.28	0.28	3.36	0.28
613 Instructors	1.24	1.00	1.01	0.98	1.02	1.00	0.92	0.99	0.98	0.98	1.00	1.00	0.98	11.84	0.99
614 Assistant General Manager		0.23	0.23	0.23	0.23	0.23	0.23	0.23	0.23	0.23	0.23	0.23	0.23	2.76	0.23
614 Instructors	1.08	1.11	1.05	1.02	1.17	1.04	1.04	1.12	1.04	1.07	1.09	1.11	1.08	12.93	1.08
615 Assistant General Manager		0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.84	0.07
615 Instructors	0.04	0.18	0.24	0.14	0.23	0.23	0.21	0.28	0.26	0.23	0.26	0.25	0.25	2.74	0.23
	22.30	22.42	21.73	22.79	22.10	22.56	21.08	23.06	21.84	22.57	22.14	22.66	22.05	267.01	22.25
	75.56	95.86	95.16	71.12	70.14	73.00	74.05	72.61	71.32	70.91	71.63	70.73	86.94	923.47	76.96

BCHD FY2012-13 Budget

Contract Services



Live Well. Health Matters.

Beach Cities Health District
 Contract Services & Case Management Services
 Budget FY 2012-13

Account	Description	FY 12-13 BUDGET	FY 11-12 BUDGET	FY 11-12 FORECAST	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	4,483	4,483
1-200-200-5930-24	South Bay Adult Care Center	9,324	9,324	9,324	9,324	9,324
1-200-200-5930-29	The Center for the Partially Sighted	4,373	4,373	4,373	4,373	4,373
1-200-200-5930-31	The Salvation Army Meals on Wheels	58,045	58,045	58,045	58,045	58,045
1-200-200-5930-33	YMCA - Senior Nutrition	17,520	17,520	17,520	17,520	17,520
1-200-200-5930-34	RB Sr. Aid Program	4,124	5,952	5,952	7,248	6,648
	Senior Subtotal	97,869	99,697	99,697	100,993	100,393
Contract Services - Youth						
1-400-405-5930-10	HBCSD - Counseling	26,425	26,442	26,442	26,442	26,442
1-400-405-5930-11	HBCSD - Health Aides	25,110	30,360	30,360	30,360	30,360
1-400-405-5930-12	HBCSD - Nutrition	7,620	7,620	7,620	7,620	7,620
1-400-405-5930-13	HBCSD - Physical Education	44,111	44,111	44,111	44,111	44,111
1-400-405-5930-15	MBUSD - Counseling	95,376	95,376	95,376	95,376	95,376
1-400-405-5930-16	MBUSD - Nurses/Heath Aides	149,484	83,184	83,184	83,184	83,184
1-400-405-5930-17	MBUSD - Sub Abuse Program	9,048	9,048	9,048	9,048	9,048
1-400-405-5930-18	MBUSD - Physical Education	20,004	81,060	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	127,398	127,398	177,372	177,372
1-400-405-5930-21	RBUSD - Nurses/Health Aides	115,497	115,452	115,452	115,452	115,452
1-400-405-5930-22	RBUSD - SARB 16	14,892	14,892	14,892	14,892	14,892
1-400-405-5930-34	HB Bully Prevention Program	5,868	5,868	5,868	660	660
1-400-405-5930-35	RB Bully Prevention Program	-	-	-	5,196	5,196
	RBUSD	100,000	-	-	-	-
	RB K-9	-	6,000	6,000	-	-
	Youth Subtotal	740,833	646,811	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	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	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	48,000	48,000
1-500-500-5930-08	City of RB Police Dept.DV Program	13,272	13,272	13,272	13,272	13,272
1-500-500-5930-05	SB Youth Project Touch	32,991	-	-	-	-
1-500-500-5930-28	St. Andrew's ChurchHomeless/Needy	2,119	-	-	-	-
1-500-500-5930-30	Hospice Fndation/ The Gathering Place	33,062	-	-	-	-
1-500-500-5930-32	Wellness Community/Cancer Support	45,402	-	-	-	-
	Health Connection Subtotal	226,050	112,476	112,476	131,268	131,268
Contract Services - Board						
1-100-170-5930-00	MicroGrant	40,000	25,000	25,000	30,000	25,000
	Board subtotal	40,000	25,000	25,000	30,000	25,000
	Grants total	1,104,752	883,984	883,984	958,242	952,642
Case Managed Services - Senior						
1-200-200-5935-00	Senior Health Fund	170,000	190,000	190,000	190,000	195,000
		170,000	190,000	190,000	190,000	195,000
Case Managed Services - CHC						
1-500-500-5936-40	Adult Commodity	-	47,030	47,030	47,030	43,524
1-500-500-5936-50	Adult Medical	90,200	-	-	-	-
1-500-500-5936-53	Adults w/ minor children	-	21,904	21,904	21,904	22,716
1-500-500-5936-55	Adult Medical Non-Profit	-	64,296	64,296	64,296	74,988
1-500-500-5936-56	Adults w/out minor children	-	33,205	33,205	33,205	34,440
1-500-500-5936-60	Adult Counseling	-	-	-	-	24,312
1-500-500-5936-65	Adult Individual	68,402	90,550	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	24,964	64,964	109,716
1-500-500-5937-50	Child Medical	17,691	-	-	-	-
1-500-500-5937-52	Child Pediatric	-	23,419	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	51,978	68,808	68,808	68,808	53,520
1-500-500-5937-70	Child Dental	18,065	23,914	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	41,580	31,164
		246,336	439,670	439,670	479,670	538,620
	Case Management Total	416,336	629,670	629,670	669,670	733,620
		1,521,088	1,513,654	1,513,654	1,627,912	1,686,262

BCHD FY2012-13 Budget

District Profile / Demographics



Live Well. Health Matters.

Date: July 1, 2012

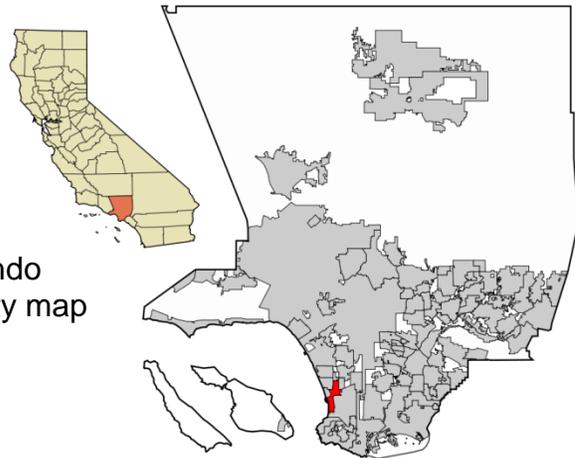
Profile/Demographics

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).

City	2010	
	Population*	%
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

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

** US Census Bureau, 2000

BCHD FY2012-13 Budget



Financial Summaries



Live Well. Health Matters.

**Beach Cities Health District
District Total Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12	%
--- 4020- Property Tax Revenue	2,462,400	2,450,400	2,453,868	2,450,400	2,450,558	100%
TOTAL TAX REVENUE	2,462,400	2,450,400	2,453,868	2,450,400	2,450,558	100%
--- 4110- Lease Revenue	2,233,997	1,678,266	2,074,595	1,912,975	1,736,041	129%
--- 4120- Revenue - POC	-	-	-	-	-	-
--- 4130- Revenue - Prospect South Bay	-	-	-	-	-	-
--- 4140- Interest Revenue	1,319,330	1,921,990	1,783,309	1,954,180	1,943,965	68%
--- 4150- Limited Partnership Revenue	1,333,000	1,443,567	1,214,941	1,191,651	1,180,583	113%
TOTAL INVESTMENT REVENUE	4,886,327	5,043,823	5,072,845	5,058,806	4,860,589	101%
--- 4210- Revenue - Classes / Group	653,520	691,464	693,639	713,004	686,891	95%
--- 4220- Membership Revenue	779,336	773,164	771,970	734,141	776,143	100%
--- 4230- Individual/Consult/Single-Day	800,247	861,800	665,965	683,952	775,215	103%
--- 4250- Childcare Revenue	8,700	7,500	8,476	3,000	11,493	76%
--- 4260- Food/Beverage Revenue	248,967	242,439	234,847	237,924	209,119	119%
--- 4270- Equipment Sales Revenue	-	-	-	-	-	-
--- 4280- Equipment Rental Revenue	-	-	-	3,000	-	-
--- 4290- Retail Revenue	12,084	14,915	20,215	15,126	11,515	105%
TOTAL USER FEES REVENUE	2,502,854	2,591,282	2,395,112	2,390,147	2,470,376	101%
--- 4390- Revenue (discontinue unless misc)	130,920	17,420	14,371	780	45,008	291%
--- 4310- Memorial Donations Revenue	8,620	8,620	12,434	8,620	8,930	97%
--- 4320- Grants	76,956	113,759	116,814	103,865	89,589	86%
--- 4999- Transfers in (out)	-	-	-	-	-	-
TOTAL OTHER REVENUE	216,496	139,799	143,619	113,265	143,527	151%
	10,068,077	10,225,304	10,065,444	10,012,618	9,925,050	101%
--- 5610- COGS - Cost of Goods Sold - non-fo	31,026	38,390	41,514	42,970	26,796	116%
--- 5620- Cafe Supplies - cost of good sold - fo	106,200	106,200	106,348	98,400	95,028	112%
TOTAL COST OF GOODS SOLD	137,226	144,590	147,862	141,370	121,824	113%
--- 5010- Salaries - Reg FT-Ben	3,076,336	3,011,023	2,934,782	2,898,184	2,983,766	103%
--- 5015- Salaries - Reg PT - Ben	177,220	258,382	209,985	238,874	212,489	83%
--- 5018- Salaries - Reg PT - PERS-only	96,972	70,806	30,825	49,992	32,623	297%
--- 5020- Salaries - Reg PT - no Ben	433,888	405,330	445,778	422,589	462,191	94%
--- 5025- Salaries - Temporary PT - No Ben	-	-	17,652	-	10,684	0%
--- 5030- Salaries - Instructors - no Ben	266,708	291,463	328,667	308,427	287,800	93%
--- 5035- Cafeteria Plan Contribution	425,400	430,812	407,231	412,828	393,182	108%
--- 5040- Payroll Taxes	264,743	262,650	273,601	257,109	261,625	101%
--- 5050- LTD Insurance Premiums	17,844	21,984	41,762	16,680	18,743	95%
--- 5055- Pension Benefits	382,301	347,114	307,978	289,930	333,654	115%
--- 5060- Unemployment Benefits	30,000	50,000	30,350	45,000	31,811	94%
--- 5065- Employee Incentive Bonus	100	20,700	735	20,700	2,128	5%
--- 5070- Employee Service Awards Expense	1,548	1,300	-	1,500	-	-
--- 5057- Vacation/Sick Leave	-	-	40,093	-	3,252	0%
TOTAL PAYROLL	5,173,060	5,171,564	5,069,439	4,961,813	5,033,948	103%
--- 5210- Consumables (food used as supplies)	9,604	11,450	10,508	11,205	9,967	96%
--- 5215- Insurance - General	257,148	228,582	167,736	185,429	214,023	120%
--- 5220- Employee Travel/Parking	25,440	35,325	25,986	25,370	17,711	144%
--- 5222- Client transportation	17,626	14,625	18,113	18,500	19,213	92%
--- 5225- Office Supplies	27,848	38,957	32,114	28,358	26,902	104%
--- 5227- Gym/Locker room Supplies	13,500	13,500	14,132	8,400	13,813	98%
--- 5228- Program Supplies	88,219	83,457	63,428	70,913	67,505	131%
--- 5229- Janitorial supplies	28,560	20,177	24,699	18,708	28,175	101%
--- 5230- Other Supplies	17,328	17,768	554	890	19,685	88%
TOTAL GEN & ADMIN EXPENSES	485,273	463,841	357,270	367,773	416,994	116%
--- 5110- Employee Retention & Recognition	7,821	9,825	12,053	10,120	13,739	57%
--- 5111- Employee Wellness	23,604	3,000	501	3,000	-	-
--- 5112- Employee Assistance	-	3,600	3,159	3,000	2,563	0%
--- 5115- ADP Payroll Processing Fees	25,056	27,584	29,373	28,637	28,239	89%
--- 5120- Education & Training Seminars	32,154	37,491	25,580	32,478	27,693	116%
--- 5125- Insurance - Worker's Comp	37,836	49,865	43,602	43,561	34,405	110%
--- 5130- Recruitment	10,916	9,495	8,302	10,504	8,942	122%
--- 5140- Tuition Reimbursement	58,000	13,100	4,328	16,942	38,223	152%
--- 5145- Uniforms	7,050	6,750	5,018	4,030	3,476	203%
TOTAL HUMAN RESOURCES EXPE	202,437	160,710	131,916	152,272	157,280	129%
--- 5311- IT Server Equipment	3,800	11,300	7,272	2,000	2,256	168%
--- 5312- IT Workstations	8,100	19,600	20,070	6,000	18,935	43%
--- 5313- Presentational Equipment	1,600	1,600	-	861	1,600	100%
--- 5314- Phone Equipment	1,440	2,200	1,008	-	6,216	23%
--- 5315- IT Repair & Maint Parts	697	1,373	770	672	823	85%
--- 5316- IT Website / Internet Equipment	1,500	1,500	-	1,200	1,220	123%
--- 5317- IT Monitors & Printers	2,160	2,700	872	2,280	4,181	52%

**Beach Cities Health District
District Total Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12	%
--- 5320- IT Network Expense	2,196	6,400	5,933	6,400	7,140	31%
--- 5330- IT Software Expense	112,152	110,799	72,159	64,149	93,925	119%
TOTAL MIS EXPENSES	133,645	157,472	108,084	83,562	136,296	98%
--- 5410- Advertising	90,000	47,700	43,634	44,678	44,500	202%
--- 5415- Community Education Materials	-	-	561	-	108	0%
--- 5420- Community Outreach	23,604	28,406	20,488	20,756	20,717	114%
--- 5425- Internet / Intranet / Website	8,340	5,745	4,704	6,120	3,687	226%
--- 5430- Dues & Memberships	24,280	11,593	18,692	16,144	21,763	112%
--- 5435- Educational Materials	4,706	5,156	1,046	5,466	2,433	193%
--- 5440- Mailing Services	11,055	9,600	14,714	13,000	1,817	608%
--- 5445- Management of Volunteers	8,796	11,080	3,456	4,968	4,417	199%
--- 5450- Meetings	6,100	6,705	6,397	4,814	7,999	76%
--- 5455- Postage	41,493	32,462	64,515	82,086	64,015	65%
--- 5460- Printing	75,145	56,959	72,075	87,636	87,931	85%
--- 5465- Promotional Items/Materials	43,224	8,000	7,914	8,045	17,136	252%
--- 5470- Subscriptions	1,724	2,350	977	1,941	1,017	170%
--- 5499- Business Promotion Allocation	-	-	-	12	-	-
TOTAL COMMUNITY RELATIONS E	338,467	225,756	259,173	295,666	277,540	122%
--- 5510- Building Maintenance & Repair	124,158	112,108	106,720	97,304	186,159	67%
--- 5515- Equipment/Furniture < \$5,000	23,604	20,842	17,910	29,089	18,911	125%
--- 5520- Equipment/ Lease	94,473	82,843	54,481	61,644	76,522	123%
--- 5525- Equipment/General Maintenance & Rep	55,658	29,100	27,058	17,140	31,550	176%
--- 5530- Landscape Maintenance	63,640	55,440	56,687	55,452	66,169	96%
--- 5540- Electricity	431,060	447,098	384,899	378,143	391,714	110%
--- 5542- Gas	136,130	135,928	153,889	127,497	147,095	93%
--- 5544- Water	81,600	80,000	73,972	60,000	75,644	108%
--- 5546- Waste Removal	13,956	14,826	11,562	14,826	13,464	104%
--- 5548- Telephone	43,248	39,274	43,741	34,446	45,930	94%
--- 5550- Plant Service	6,312	8,220	10,943	8,460	6,928	91%
--- 5565- Janitorial Services	107,700	103,500	136,040	132,900	111,197	97%
--- 5598- Internal BOE allocation	-	-	-	-	-	-
--- 5599- BOE allocation to tenants	(821,002)	(703,450)	(485,597)	(505,094)	(649,156)	126%
TOTAL FACILITIES EXPENSES	360,537	425,729	592,305	511,807	522,127	69%
--- 5710- Accounting Services	17,964	17,964	8,015	17,568	14,166	127%
--- 5715- Banking Services	87,000	80,000	80,781	75,804	87,157	100%
--- 5720- Election Expense	48,000	48,000	299	48,000	48,000	100%
--- 5725- Laundry Services	54,552	60,600	52,986	60,984	52,555	104%
--- 5730- Legal Services	57,996	92,000	151,676	61,200	132,269	44%
--- 5740- Outside Services	888,902	865,290	680,200	273,920	905,947	98%
--- 5744- Outside Service-Research	75,000	-	-	-	-	-
--- 5746- Outside Services - H&F	45,820	46,905	45,241	37,901	40,807	112%
--- 5747- Outside Services - Property	45,000	-	86,696	-	8,140	553%
--- 5748- Engineering/Maintenance Services	-	-	-	-	3,133	0%
--- 5750- Research Services	-	1,280	-	775	-	-
--- 5755- Service Contracts	176,374	162,034	168,201	141,977	156,178	113%
--- 5760- Taxes & Licensing	11,332	10,365	16,438	10,365	15,510	73%
TOTAL PROFESSIONAL SERVICES	1,507,940	1,384,438	1,290,533	728,494	1,463,862	103%
--- 5910- Prospect South Bay	55,200	52,800	48,050	52,800	59,999	92%
--- 5910- Interest Expense	442,305	463,435	482,956	482,956	465,989	95%
--- 5999- Indirect Admin Services	-	-	-	-	-	-
TOTAL OTHER	497,505	516,235	531,006	535,756	525,988	
--- 5930- Grant Expense	1,104,751	883,984	849,055	958,242	886,428	125%
--- 5935- Health Fund	418,836	634,670	558,503	669,670	530,000	79%
--- 5940- Holiday Assistance	8,500	8,500	5,697	8,500	8,500	100%
TOTAL FUNDS & GRANTS	1,532,087	1,527,154	1,413,255	1,636,412	1,424,928	108%
TOTAL OPERATING EXPENSES	10,368,177	10,177,489	9,900,843	9,414,925	10,080,787	103%
NET INCOME (LOSS) BEFORE CAPEX	(300,100)	47,815	164,601	597,693	(155,737)	193%
--- 6010- Capital Expenditure - Fitness Equip	-	-	-	-	22,471	0%
--- 6020- Capital Expenditure - MIS	6,000	19,400	109,577	-	24,947	24%
--- 6030- Capital Expenditure - FF&E	-	15,815	-	-	-	-
--- 6040- Capital Expenditure - Parking	51,500	59,500	30,093	33,000	59,500	87%
--- 6050- Capital Expenditure - Building	242,400	153,100	221,881	108,693	148,100	164%
TOTAL CAPITAL EXPENDITURE	299,900	247,815	361,551	141,693	255,018	118%
Energy Recovery	-	400,000	456,000	456,000	400,000	
NET INCOME (LOSS)	(600,000)	(600,000)	(652,950)	-	(810,755)	

BCHD FY2012-13 Budget



Capital Expenditures



Live Well. Health Matters.

Beach Cities Health District
 Capital Budget Planning FY 2012-13
 All Departments

Dept	GL #	Project Description	2012-13
611	6050	CHF new entry area flooring	(14,000)
635	6040	Parking lot slurry & paint	(7,000)
130	6020	Dell DC/Dynamics server replacement	(6,000)
720	6040	Campus tree trimming	(8,500)
730	6040	Exterior signage - campus plan	(24,000)
730	6050	Backup high-pressure boiler, deaerator, chemical feed system	(110,000)
730	6050	514 roof replacements	(30,000)
730	6050	Cooling tower refurbish work	(32,400)
730	6050	1st floor flooring replacement	(25,000)
730	6050	SF3 coil replacement	(23,000)
730	6050	Cooling tower motor/pump re-build	(12,000)
730	6050	ADA door hardware (Wellness stairs))	(8,000)
TOTAL			(299,900)

6010	Fitness Equipment
6020	Info Sys Equipment
6030	Furniture, Fixtures & Equipment
6040	Parking/Campus Improvements
6050	Building Improvements

Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: Center for Health & Fitness reception area flooring replacement; Childcare flooring replacement

COST: \$14,000

DESCRIPTION/BACKGROUND: Replace carpet surfaces with composite tile, vinyl or laminate surface; slip-resistant, easy to maintain, longer lifespan than carpet

BEFORE:



Current carpeting

AFTER:



New flooring surface

Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: Parking lot re-stripe/paint

COST: \$7,000

DESCRIPTION/BACKGROUND: Re-stripe and paint all campus surface parking spaces and directional arrows

BEFORE:



AFTER:



Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: Dell DC/Dynamics server replacement

COST: \$6,000

DESCRIPTION/BACKGROUND: Replace end-of-life server which currently houses Great Plains Dynamics and functions as a virtual domain controller

BEFORE:



AFTER:

Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: Campus Tree Trimming

COST: \$8,500

DESCRIPTION/BACKGROUND: Remove excess growth from trees throughout campus



Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: Exterior signage package – Phase II

COST: \$24,000

DESCRIPTION/BACKGROUND: Continue re-wrap of exterior south monument and various small directional signage to better reflect locations and services available on campus

BEFORE:



AFTER:



Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: Starting a reserve for new high-pressure boiler (B6), deaerator (DA) tank and chemical treatment water feed system, and similar unforeseen needs

ESTIMATED COST: \$110,000

DESCRIPTION/BACKGROUND: Install a new high-pressure boiler as the redundant equipment for all systems (steam, heat, hot water and air conditioning); replace original DA tank (feeds water to all boilers); replace chemical treatment water feed system (adds required chemicals to water to prevent scaling, rust, corrosion and mineral deposits)

BEFORE:

High-pressure boiler



AFTER:



Beach Cities Health District Capital Improvement Plan Project Information

Deaerator Tank
(feeds water to all boilers)

BEFORE:



AFTER:



Beach Cities Health District Capital Improvement Plan Project Information

Chemical treatment / water feed system

(adds required chemicals to water to prevent scaling, rust, corrosion and mineral deposits)

BEFORE:



AFTER:



Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: Roof replacement

COST: \$30,000

DESCRIPTION/BACKGROUND: Lobby, chapel roof replacement with long-life, heat resistant white coating

BEFORE:



AFTER:



Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: Cooling Tower refurbish work

COST: \$32,400

DESCRIPTION/BACKGROUND: Replace belts, valves, piping, screens, straps and hardware



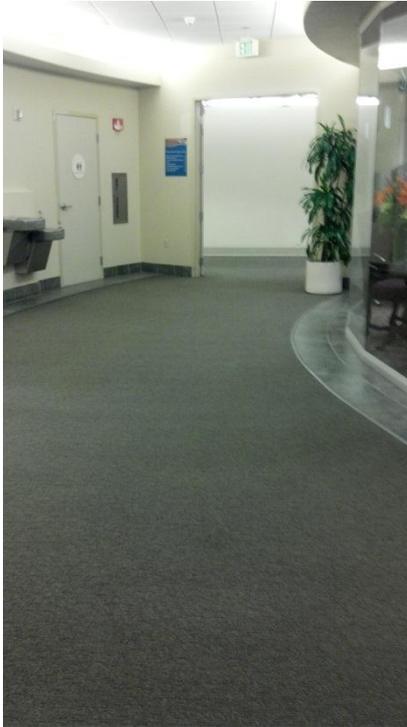
Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: 1st floor main entry lobby and west hall flooring replacement

COST: \$25,000

DESCRIPTION/BACKGROUND: Replace carpet surfaces with composite tile, vinyl or laminate surface; slip-resistant, easy to maintain, longer lifespan than carpet

BEFORE:



AFTER:



Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: Supply Fan #3 Coil replacement

COST: \$23,000

DESCRIPTION/BACKGROUND: Replace main heating/cooling coil; serves surgery center tenant and 1st floor areas

BEFORE:



Used, dirty coil

AFTER:



New coil

Beach Cities Health District Capital Improvement Plan Project Information

PROJECT NAME: 514 Building Cooling Tower replacement motor

COST: \$12,000

DESCRIPTION/BACKGROUND: Replace 2nd motor for cooling tower. 1st motor replaced October 2011

BEFORE:



AFTER:



**Beach Cities Health District
Capital Improvement Plan
Project Information**

PROJECT NAME: ADA Door Hardware for Stairwells

COST: \$8,000

DESCRIPTION/BACKGROUND: Replace door hardware for stairwell access

BEFORE:



AFTER:



BCHD FY2012-13 Budget

Department Overview and Account Structure



Live Well. Health Matters.

Department Overview and Account Structure

The 2012-2013 Budget is comprised of the following 28 programs and departments, organized to roll up for manager-level and director-level budgetary control.

Youth Services

- 405 Youth Services Administration and Grants
- 410 Grow Well
- 482 LiveWell Kids
- 483 School Health

Adult Services

- 605 Adult Services Administration and Grants
- 500 Center for Health Connection, Case Management, Contract Services
- 800 Vitality City

Older Adult Services

- 200 Senior Services, Care Management, Contract Services, Grants

Fitness Centers

- Center for Health and Fitness
 - 611 Center for Health & Fitness
 - 612 Personal Training
 - 613 Pilates
 - 614 Yoga
 - 615 Fee Based
- AdventurePlex
 - 631 Operations
 - 632 Programs
 - 633 Events
 - 634 Camps
 - 635 Facilities Costs
 - 651 AdventurePlex Café

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
 - Property
 - 710 Outlying Properties
 - 720 Prospect Campus
 - 730 514 Building

BCHD FY2012-13 Budget



Youth Services Success in the Schools



Live Well. Health Matters.

Service Accomplishments

Youth Services

Health Priorities:

- Overweight, obesity and physical inactivity, including diabetes prevention
- Alcohol, tobacco and other drug abuse
- Responsible sexual behavior, including STD prevention
- Family and peer violence

Program Goals:

LiveWell Tots (ages

- Improve the early childhood healthy eating environment
- Promote a positive relationship with fresh fruits and vegetables
- Advocate a positive nutrition attitude
- Increase the knowledge of nutrition and healthy behaviors
- Provide parent education for sustainability of healthy habits

LiveWell Kids (ages

- Increase access to, and consumption of, healthy foods
- Improve knowledge and behaviors about eating
- Increase physical activity

MindUp

- Promote academic success,
- Increase student ability to deal with stress and anxiety
- Develop mindful attention skills for responsible decision making.

Project Alert (7th and 8th grade)

- Build resiliency
- Enhance protective factors
- Develop self-efficacy

Moving Children

- provide quality physical education instruction to both students and classroom teachers

Prior Year Accomplishments / FY2012-13 Objectives:

Performance Measure	Prior Year Actual	Current Year Estimate	Next Year Estimate
	FY2010-2011	FY2011-12	FY2012-13
LWT - Number of children reached	NA	213	375 *
LWK - Number of children reached	6,270	6,215	8,330**
MindUp - Number of elementary students reached	NA	6,512	8,000
Moving Children – Number of students	3299	3451	3500
Project Alert- number of middle school students reached	2247	2250	2250

Department Description

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 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
--- 4020- Property Tax Revenue	-	-	-	-	-
TOTAL TAX REVENUE	-	-	-	-	-
--- 4110- Lease Revenue	55,980	-	-	-	71,372
--- 4120- Revenue - POC	-	-	-	-	-
--- 4130- Revenue - Prospect South Bay	-	-	-	-	-
--- 4140- Interest Revenue	-	-	-	-	-
--- 4150- Limited Partnership Revenue	-	-	-	-	-
TOTAL INVESTMENT REVENUE	55,980	-	-	-	71,372
--- 4210 Revenue - Classes / Group	375,767	381,998	389,822	350,675	392,089
--- 4220 Membership Revenue	11,458	15,140	18,088	15,796	10,167
--- 4230 Individual/Consult/Single-Day	524,226	513,993	477,976	502,022	516,109
--- 4250 Childcare Revenue	-	-	-	-	-
--- 4260 Food/Beverage Revenue	248,967	242,439	234,847	237,924	209,119
--- 4270 Equipment Sales Revenue	-	-	-	-	-
--- 4280 Equipment Rental Revenue	-	-	-	-	-
--- 4290 Retail Revenue	4,884	6,515	5,232	6,726	4,407
TOTAL USER FEES REVENUE	1,165,302	1,160,084	1,125,965	1,113,142	1,131,890
--- 4390- Revenue (discontinue unless misc)	16,640	16,640	2,424	-	30,835
--- 4310- Memorial Donations Revenue	-	-	-	-	-
--- 4320- Grants	25,000	25,000	25,000	25,000	25,000
--- 4999- Transfers in (out)	2,648,856	2,206,128	2,223,540	2,223,540	2,206,128
TOTAL OTHER REVENUE	2,690,496	2,247,768	2,250,964	2,248,540	2,261,963
	3,911,778	3,407,852	3,376,929	3,361,682	3,465,225
--- 5610- COGS - Cost of Goods Sold - non-food	27,830	27,830	29,595	25,750	23,756
--- 5620- Cafe Supplies - cost of good sold - food	106,200	106,200	106,348	98,400	95,028
TOTAL COST OF GOODS SOLD	134,030	134,030	135,943	124,150	118,784
--- 5010- Salaries - Reg FT-Ben	655,745	611,964	639,230	629,730	575,475
--- 5015- Salaries - Reg PT - Ben	24,848	29,380	39,030	42,420	35,292
--- 5018- Salaries - Reg PT - PERS-only	30,348	-	16	-	200
--- 5020- Salaries - Reg PT - no Ben	311,457	326,721	298,369	332,257	298,058
--- 5025- Salaries - Temporary PT - No Ben	-	-	-	-	10,684
--- 5030- Salaries - Instructors - no Ben	19,128	27,628	32,248	25,841	23,061
--- 5035- Cafeteria Plan Contribution	97,374	105,048	100,491	89,476	99,325
--- 5040- Payroll Taxes	70,293	67,213	72,188	69,525	64,544
--- 5050- LTD Insurance Premiums	3,876	3,336	3,351	2,976	4,275
--- 5055- Pension Benefits	63,427	57,203	54,875	53,194	55,370
--- 5060- Unemployment Benefits	-	-	-	-	-
--- 5065- Employee Incentive Bonus	100	100	-	100	1,108
--- 5070- Employee Service Awards Expense	-	-	-	-	-
--- 5057- Vacation/Sick Leave	-	-	2,346	-	3,060
TOTAL PAYROLL	1,276,596	1,228,593	1,242,143	1,245,519	1,170,452
--- 5210- Consumables (food used as supplies)	250	-	-	-	-
--- 5215- Insurance - General	49,667	42,883	30,408	40,901	22,441
--- 5220- Employee Travel/Parking	4,350	8,330	3,707	6,550	3,317
--- 5222- Client transportation	17,625	14,625	18,113	16,500	19,213
--- 5225- Office Supplies	8,668	12,508	10,105	10,392	8,457
--- 5227- Gym/Locker room Supplies	-	-	-	-	-
--- 5228- Program Supplies	79,859	71,169	53,653	63,213	57,147
--- 5229- Janitorial supplies	13,676	13,025	14,503	13,152	13,023
--- 5230- Other Supplies	16,640	16,878	79	-	17,280
TOTAL GEN & ADMIN EXPENSES	190,736	179,419	130,569	150,707	140,879
--- 5110- Employee Retention & Recognition	2,265	2,265	1,635	1,960	2,317
--- 5111- Employee Wellness	-	-	-	-	-
--- 5112- Employee Assistance	-	-	-	-	-
--- 5115- ADP Payroll Processing Fees	10,820	11,012	11,006	11,669	10,281
--- 5120- Education & Training Seminars	3,930	5,156	1,254	3,148	3,934
--- 5125- Insurance - Worker's Comp	9,468	13,817	10,649	13,297	8,609
--- 5130- Recruitment	1,724	4,040	2,002	3,564	1,417
--- 5140- Tuition Reimbursement	10,000	11,900	209	3,250	3,282
--- 5145- Uniforms	4,050	1,650	1,073	2,030	2,029
TOTAL HUMAN RESOURCES EXPE	42,257	49,840	27,829	38,918	31,868
--- 5311- IT Server Equipment	-	-	-	-	-
--- 5312- IT Workstations	-	1,250	-	-	1,065
--- 5313- Presentational Equipment	-	-	-	-	-
--- 5314- Phone Equipment	-	-	-	-	-
--- 5315- IT Repair & Maint Parts	-	-	-	-	-
--- 5316- IT Website / Internet Equipment	-	-	-	-	-
--- 5317- IT Monitors & Printers	-	-	-	-	-

**Beach Cities Health District
Youth Services Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
--- 5320- IT Network Expense	-	4,200	3,850	4,200	5,540
--- 5330- IT Software Expense	22,440	16,092	10,160	9,540	15,163
TOTAL MIS EXPENSES	22,440	21,542	14,010	13,740	21,768
--- 5410- Advertising	-	-	-	-	-
--- 5415- Community Education Materials	-	-	-	-	-
--- 5420- Community Outreach	7,800	14,800	6,527	4,440	7,453
--- 5425- Internet / Intranet / Website	-	-	-	1,500	-
--- 5430- Dues & Memberships	2,711	2,829	2,400	2,736	2,669
--- 5435- Educational Materials	950	550	142	900	500
--- 5440- Mailing Services	-	-	-	-	-
--- 5445- Management of Volunteers	500	-	-	-	-
--- 5450- Meetings	400	505	4	500	400
--- 5455- Postage	1,323	4,250	1,346	4,350	3,040
--- 5460- Printing	7,870	12,242	8,457	4,293	11,362
--- 5465- Promotional Items/Materials	3,000	500	332	800	-
--- 5470- Subscriptions	277	277	199	277	276
--- 5499- Business Promotion Allocation	59,475	58,600	76,416	76,416	47,000
TOTAL COMMUNITY RELATIONS E.	84,306	94,552	95,824	96,211	72,701
--- 5510- Building Maintenance & Repair	17,358	12,508	20,313	13,704	20,045
--- 5515- Equipment/Furniture < \$5,000	19,100	13,367	10,504	16,114	12,532
--- 5520- Equipment/ Lease	2,131	1,411	1,795	1,536	1,374
--- 5525- Equipment/General Maintenance & R	15,000	12,700	13,903	9,940	15,477
--- 5530- Landscape Maintenance	5,376	5,376	5,376	5,388	8,049
--- 5540- Electricity	42,772	39,460	35,735	35,980	39,459
--- 5542- Gas	3,232	2,440	2,945	3,288	2,438
--- 5544- Water	-	-	-	-	-
--- 5546- Waste Removal	2,958	2,326	2,379	2,326	3,051
--- 5548- Telephone	-	6,004	8,947	7,202	8,324
--- 5550- Plant Service	-	-	-	-	-
--- 5565- Janitorial Services	-	-	1,952	-	-
--- 5598- Internal BOE allocation	12,709	12,883	11,892	11,884	12,888
--- 5599- BOE allocation to tenants	-	-	-	-	-
TOTAL FACILITIES EXPENSES	120,636	108,475	115,740	107,362	123,637
--- 5710- Accounting Services	-	-	-	-	-
--- 5715- Banking Services	-	-	-	-	-
--- 5720- Election Expense	-	-	-	-	-
--- 5725- Laundry Services	1,920	3,000	2,874	3,384	2,431
--- 5730- Legal Services	-	-	-	-	-
--- 5740- Outside Services	28,550	22,760	8,025	32,100	31,600
--- 5744- Outside Service-Research	-	-	-	-	-
--- 5746- Outside Services - H&F	45,822	42,105	43,474	33,101	40,771
--- 5747- Outside Services - Property	-	-	-	-	-
--- 5748- Engineering/Maintenance Services	-	-	-	-	-
--- 5750- Research Services	-	-	-	-	-
--- 5755- Service Contracts	21,467	18,146	32,240	12,896	16,213
--- 5760- Taxes & Licensing	1,815	848	855	848	848
TOTAL PROFESSIONAL SERVICES	99,573	86,858	87,469	82,328	91,863
--- 5910- Prospect South Bay	-	-	-	-	-
--- 5920- Interest Expense	-	-	-	-	-
--- 5999- Indirect Admin Services	1,200,384	857,700	799,680	799,680	857,712
TOTAL OTHER	1,200,384	857,700	799,680	799,680	857,712
--- 5930- Grant Expense	740,833	646,811	627,823	695,981	646,811
--- 5935- Health Fund	-	-	-	-	-
--- 5940- Holiday Assistance	-	-	-	-	-
TOTAL FUNDS & GRANTS	740,833	646,811	627,823	695,981	646,811
TOTAL OPERATING EXPENSES	3,911,790	3,407,820	3,277,030	3,354,596	3,276,475
NET INCOME (LOSS) BEFORE CAPEX	(12)	32	99,899	7,086	188,750
--- 6010- Capital Expenditure - Fitness Equip	-	-	-	-	22,471
--- 6020- Capital Expenditure - MIS	-	-	-	-	-
--- 6030- Capital Expenditure - FF&E	-	15,815	-	-	-
--- 6040- Capital Expenditure - Parking	7,000	-	-	-	-
--- 6050- Capital Expenditure - Building	-	-	-	8,693	-
TOTAL CAPITAL EXPENDITURE	7,000	15,815	-	8,693	22,471
NET INCOME (LOSS)	(7,012)	(15,783)	99,899	(1,607)	166,279

BCHD FY2012-13 Budget



Youth Services Success at AdventurePlex



A Beach Cities Health District Program

Service Accomplishments

AdventurePlex

Health Priority:

- Increasing physical activity, promoting healthy eating and preventing obesity

Program Goals:

- Offer drop in play for children and families 7 days per week to increase physical activity using the “we make fitness fun” model
- Offer a variety of classes for children and families each quarter of the year
- Offer ongoing special events for children and families that introduce AdventurePlex facility and programs,
- Offer accredited seasonal camps for children throughout the year offering a health and fitness alternative to the camps prevalent in the South Bay when schools are not in session
- Offer a healthy catering and dining experience for children and families throughout the year

Prior Year Accomplishments:

- Named best indoor play facility in the Easy Reader Best of the Beach awards for 2011
- Integrated physical, mental-emotional and social health classes into our curriculum
- Named best birthday party destination in the Easy Reader Best of the Beach awards for 2011
- Named best land camp in the Easy Reader Best of the Beach awards for 2011
- Became a certified Vitality City Restaurant in 2011

FY 2012-13 Objectives:

Performance Measure	Prior Year Actual	Current Year Estimate	Next Year Estimate
	FY2010-2011	FY2011-12	FY2012-13
Drop in Play	29,005	27,979	27,766
Classes	1,489	794	1,181
Birthday Parties	299	275	316
Campers	2,307	2,621	2,683

Department Description
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 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
--- 4020- Property Tax Revenue	-	-	-	-	-
TOTAL TAX REVENUE	-	-	-	-	-
--- 4110- Lease Revenue	55,980	-	-	-	71,372
--- 4120- Revenue - POC	-	-	-	-	-
--- 4130- Revenue - Prospect South Bay	-	-	-	-	-
--- 4140- Interest Revenue	-	-	-	-	-
--- 4150- Limited Partnership Revenue	-	-	-	-	-
TOTAL INVESTMENT REVENUE	55,980	-	-	-	71,372
--- 4210 Revenue - Classes / Group	375,767	381,998	389,822	350,675	392,089
--- 4220 Membership Revenue	11,458	15,140	18,088	15,796	10,167
--- 4230 Individual/Consult/Single-Day	524,226	513,993	477,976	502,022	516,109
--- 4250 Childcare Revenue	-	-	-	-	-
--- 4260 Food/Beverage Revenue	248,967	242,439	234,847	237,924	209,119
--- 4270 Equipment Sales Revenue	-	-	-	-	-
--- 4280 Equipment Rental Revenue	-	-	-	-	-
--- 4290 Retail Revenue	4,884	6,515	5,232	6,726	4,407
TOTAL USER FEES REVENUE	1,165,302	1,160,084	1,125,965	1,113,142	1,131,890
--- 4390- Misc Revenue	16,640	16,640	2,424	-	30,835
--- 4310- Memorial Donations Revenue	-	-	-	-	-
--- 4320- Grants	-	-	-	-	-
--- 4999- Transfers in (out)	596,448	479,892	519,264	519,264	479,892
TOTAL OTHER REVENUE	613,088	496,532	521,688	519,264	510,727
	1,834,370	1,656,616	1,647,653	1,632,406	1,713,989
--- 5610- COGS - Cost of Goods Sold - non-food	27,830	27,830	25,914	25,750	23,756
--- 5620- Cafe Supplies - cost of good sold - food	106,200	106,200	106,348	98,400	95,028
TOTAL COST OF GOODS SOLD	134,030	134,030	132,262	124,150	118,784
--- 5010- Salaries - Reg FT-Ben	225,100	217,482	282,337	265,540	216,120
--- 5015- Salaries - Reg PT - Ben	24,848	29,380	39,030	42,420	35,292
--- 5018- Salaries - Reg PT - PERS-only	30,348	-	16	-	200
--- 5020- Salaries - Reg PT - no Ben	287,051	300,634	254,234	286,285	266,102
--- 5025- Salaries - Temporary PT - No Ben	-	-	-	-	10,684
--- 5030- Salaries - Instructors - no Ben	19,128	27,628	32,248	25,841	23,061
--- 5035- Cafeteria Plan Contribution	43,176	65,004	58,826	53,910	45,332
--- 5040- Payroll Taxes	39,585	38,821	43,905	41,853	37,512
--- 5050- LTD Insurance Premiums	2,568	1,752	1,676	1,704	2,557
--- 5055- Pension Benefits	25,003	22,019	24,306	24,370	22,095
--- 5060- Unemployment Benefits	-	-	-	-	-
--- 5065- Employee Incentive Bonus	-	-	-	-	1,108
--- 5070- Employee Service Awards Expense	-	-	-	-	-
--- 5057- Vacation/Sick Leave	-	-	1,791	-	1,876
TOTAL PAYROLL	696,807	702,720	738,369	741,923	661,939
payroll % of user fee revenue	60%	61%	66%	67%	58%
--- 5210- Consumables (food used as supplies)	-	-	-	-	-
--- 5215- Insurance - General	49,667	42,883	30,408	40,901	22,441
--- 5220- Employee Travel/Parking	150	600	322	1,200	521
--- 5222- Client transportation	17,625	14,625	18,113	16,500	19,213
--- 5225- Office Supplies	3,728	7,128	6,771	5,727	3,995
--- 5227- Gym/Locker room Supplies	-	-	-	-	-
--- 5228- Program Supplies	49,509	36,969	39,886	39,569	32,459
--- 5229- Janitorial supplies	13,676	13,025	14,503	13,152	13,023
--- 5230- Other Supplies	16,640	16,878	79	-	17,280
TOTAL GEN & ADMIN EXPENSES	150,996	132,109	110,083	117,048	108,933
--- 5110- Employee Retention & Recognition	1,065	1,065	891	765	1,167
--- 5111- Employee Wellness	-	-	-	-	-
--- 5112- Employee Assistance	-	-	-	-	-
--- 5115- ADP Payroll Processing Fees	9,668	9,860	9,196	10,517	8,837
--- 5120- Education & Training Seminars	700	600	483	200	584
--- 5125- Insurance - Worker's Comp	7,008	7,725	7,923	6,782	6,369
--- 5130- Recruitment	1,724	2,640	2,002	1,824	1,147
--- 5140- Tuition Reimbursement	-	-	-	-	-
--- 5145- Uniforms	1,350	950	1,073	1,050	929
TOTAL HUMAN RESOURCES EXPENSES	21,515	22,840	21,569	21,138	19,033
--- 5311- IT Server Equipment	-	-	-	-	-
--- 5312- IT Workstations	-	-	-	-	1,065
--- 5313- Presentational Equipment	-	-	-	-	-
--- 5314- Phone Equipment	-	-	-	-	-
--- 5315- IT Repair & Maint Parts	-	-	-	-	-
--- 5316- IT Website / Internet Equipment	-	-	-	-	-
--- 5317- IT Monitors & Printers	-	-	-	-	-

**Beach Cities Health District
Youth Services - Adventureplex Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
--- 5320- IT Network Expense	-	4,200	3,850	4,200	5,540
--- 5330- IT Software Expense	22,200	15,852	9,944	9,300	15,163
TOTAL MIS EXPENSES	22,200	20,052	13,794	13,500	21,768
--- 5410- Advertising	-	-	-	-	-
--- 5415- Community Education Materials	-	-	-	-	-
--- 5420- Community Outreach	1,100	1,100	1,150	1,100	825
--- 5425- Internet / Intranet / Website	-	-	-	-	-
--- 5430- Dues & Memberships	2,074	2,074	2,400	2,046	2,159
--- 5435- Educational Materials	-	-	-	-	-
--- 5440- Mailing Services	-	-	-	-	-
--- 5445- Management of Volunteers	-	-	-	-	-
--- 5450- Meetings	-	-	-	-	-
--- 5455- Postage	900	1,300	1,256	1,500	465
--- 5460- Printing	7,120	11,242	7,953	3,843	11,142
--- 5465- Promotional Items/Materials	-	-	-	-	-
--- 5470- Subscriptions	277	277	199	277	276
--- 5499- Business Promotion Allocation	59,475	58,600	76,416	76,416	47,000
TOTAL COMMUNITY RELATIONS EXPENSES	70,946	74,592	89,375	85,181	61,868
--- 5510- Building Maintenance & Repair	17,358	12,508	20,313	13,704	20,045
--- 5515- Equipment/Furniture < \$5,000	18,515	12,767	10,504	15,514	12,282
--- 5520- Equipment/ Lease	2,131	1,411	1,795	1,536	1,374
--- 5525- Equipment/General Maintenance & Repair	15,000	12,700	13,903	9,940	15,477
--- 5530- Landscape Maintenance	5,376	5,376	5,376	5,388	8,049
--- 5540- Electricity	42,772	39,460	35,735	35,980	39,459
--- 5542- Gas	3,232	2,440	2,945	3,288	2,438
--- 5544- Water	-	-	-	-	-
--- 5546- Waste Removal	2,958	2,326	2,379	2,326	3,051
--- 5548- Telephone	-	4,754	5,587	5,952	4,754
--- 5550- Plant Service	-	-	-	-	-
--- 5565- Janitorial Services	-	-	1,952	-	-
--- 5598- Internal BOE allocation	-	-	-	-	-
--- 5599- BOE allocation to tenants	-	-	-	-	-
TOTAL FACILITIES EXPENSES	107,342	93,742	100,488	93,628	106,929
--- 5710- Accounting Services	-	-	-	-	-
--- 5715- Banking Services	-	-	-	-	-
--- 5720- Election Expense	-	-	-	-	-
--- 5725- Laundry Services	1,920	3,000	2,874	3,384	2,431
--- 5730- Legal Services	-	-	-	-	-
--- 5740- Outside Services	-	-	-	-	-
--- 5744- Outside Service-Research	-	-	-	-	-
--- 5746- Outside Services - H&F	45,822	42,105	43,474	33,101	40,771
--- 5747- Outside Services - Property	-	-	-	-	-
--- 5748- Engineering/Maintenance Services	-	-	-	-	-
--- 5750- Research Services	-	-	-	-	-
--- 5755- Service Contracts	18,085	13,621	11,202	9,096	14,017
--- 5760- Taxes & Licensing	1,815	848	855	848	848
TOTAL PROFESSIONAL SERVICES EXPENSES	67,641	59,573	58,406	46,428	58,066
--- 5910- Prospect South Bay	-	-	-	-	-
--- 5920- Interest Expense	-	-	-	-	-
--- 5999- Indirect Admin Services	562,896	416,940	389,052	389,052	416,952
TOTAL OTHER	562,896	416,940	389,052	389,052	416,952
--- 5930- Grant Expense	-	-	-	-	-
--- 5935- Health Fund	-	-	-	-	-
--- 5940- Holiday Assistance	-	-	-	-	-
TOTAL FUNDS & GRANTS	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,834,373	1,656,598	1,653,398	1,632,049	1,574,271
NET INCOME (LOSS) BEFORE CAPEX	(3)	18	(5,744)	357	139,717
--- 6010- Capital Expenditure - Fitness Equip	-	-	-	-	22,471
--- 6020- Capital Expenditure - MIS	-	-	-	-	-
--- 6030- Capital Expenditure - FF&E	-	15,815	-	-	-
--- 6040- Capital Expenditure - Parking	7,000	-	-	-	-
--- 6050- Capital Expenditure - Building	-	-	-	8,693	-
TOTAL CAPITAL EXPENDITURE	7,000	-	-	8,693	22,471
NET INCOME (LOSS)	(7,003)	18	(5,744)	(8,336)	117,247

BCHD FY2012-13 Budget



Adult Services



Live Well. Health Matters.

Service Accomplishments

Adult Services - Center for Health Connection

Health Priorities:

- Address barriers to access to oral health care
- Promote mental health by reducing risk factors and enhancing protective factors associated with mental illness
- Enhance social support and implement evidence-based strategies to reduce depression
- Fostering emotional well-being from the earliest stages of life

Program Goals:

- Provide access to health care for uninsured income-eligible residents
- Provide information and referral to a wide variety of health and allied services
- Identify and address barriers to health services

Prior Year Accomplishments:

- Aligned the services provided by the Center for Health Education and Emergency Preparedness under the Center for Health Connection
- Expanded the program to offer an Emergency Assistance Fund (EAF) as part of the annually budgeted health fund
- Staff received AIRS (Alliance for Information and Referral Systems) Certification

FY2012-13 Objectives:

Performance Measure	Prior Year Actual	Current Year Estimate	Next Year Estimate
	FY2010-2011	FY2011-12	FY2012-13
Active Participants	927	850	850
Medical Visits	1,389	1,000	1,000
Pediatric Dental Visits	224	250	250
Counseling Visits	2,022	2,000	2,000
Number of phone calls for access to services or Information and Referrals	5,426	4,100	4,100

Department Description

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).

**Beach Cities Health District
Adult Services Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Budget FY11	Proj'd FY12
--- 4020- Property Tax Revenue	-	-	-	-
TOTAL TAX REVENUE	-	-	-	-
--- 4110- Lease Revenue	8,400	8,400	8,767	10,557
--- 4120- Revenue - POC	-	-	-	-
--- 4130- Revenue - Prospect South Bay	-	-	-	-
--- 4140- Interest Revenue	-	-	-	-
--- 4150- Limited Partnership Revenue	-	-	-	-
TOTAL INVESTMENT REVENUE	8,400	8,400	8,767	10,557
--- 4210 Revenue - Classes / Group	275,551	307,267	300,318	290,944
--- 4220 Membership Revenue	767,878	758,024	753,881	765,976
--- 4230 Individual/Consult/Single-Day	276,023	347,807	187,990	259,107
--- 4250 Childcare Revenue	8,700	7,500	8,476	11,493
--- 4260 Food/Beverage Revenue	-	-	-	-
--- 4270 Equipment Sales Revenue	-	-	-	-
--- 4280 Equipment Rental Revenue	-	-	-	3,000
--- 4290 Retail Revenue	7,200	8,400	14,932	6,620
TOTAL USER FEES REVENUE	1,335,352	1,428,998	1,265,598	1,274,564
--- 4390- Revenue (discontinue unless misc)	780	780	4,397	4,647
--- 4310- Memorial Donations Revenue	-	-	-	-
--- 4320- Grants	-	35,000	38,451	10,724
--- 4999- Transfers in (out)	2,110,812	1,956,360	2,119,332	1,956,360
TOTAL OTHER REVENUE	2,111,592	1,992,140	2,162,180	1,971,731
	3,455,344	3,429,538	3,436,544	3,430,476
--- 5610- COGS - Cost of Goods Sold - non-food	3,200	10,560	11,919	17,220
--- 5620- Cafe Supplies - cost of good sold - food	-	-	-	-
TOTAL COST OF GOODS SOLD	3,200	10,560	11,919	17,220
--- 5010- Salaries - Reg FT-Ben	531,251	605,753	629,208	655,752
--- 5015- Salaries - Reg PT - Ben	130,802	207,966	150,350	176,138
--- 5018- Salaries - Reg PT - PERS-only	768	4,986	8,106	9,684
--- 5020- Salaries - Reg PT - no Ben	122,429	78,609	123,930	77,075
--- 5025- Salaries - Temporary PT - No Ben	-	-	-	-
--- 5030- Salaries - Instructors - no Ben	238,580	263,835	296,419	282,586
--- 5035- Cafeteria Plan Contribution	115,374	115,152	117,753	128,394
--- 5040- Payroll Taxes	69,108	78,775	85,878	81,093
--- 5050- LTD Insurance Premiums	3,360	3,936	4,175	3,864
--- 5055- Pension Benefits	57,494	70,875	63,117	66,618
--- 5060- Unemployment Benefits	-	-	-	-
--- 5065- Employee Incentive Bonus	-	20,600	735	20,600
--- 5070- Employee Service Awards Expense	-	-	-	-
--- 5057- Vacation/Sick Leave	-	-	(500)	192
TOTAL PAYROLL	1,269,166	1,450,487	1,479,170	1,501,804
--- 5210- Consumables (food used as supplies)	450	450	504	494
--- 5215- Insurance - General	-	-	-	-
--- 5220- Employee Travel/Parking	2,490	5,835	4,849	1,606
--- 5222- Client transportation	-	-	-	-
--- 5225- Office Supplies	2,999	6,092	3,261	4,726
--- 5227- Gym/Locker room Supplies	13,500	13,500	14,132	8,400
--- 5228- Program Supplies	7,758	11,689	9,692	7,100
--- 5229- Janitorial supplies	-	-	-	71
--- 5230- Other Supplies	-	-	4	932
TOTAL GEN & ADMIN EXPENSES	27,197	37,566	32,442	30,201
--- 5110- Employee Retention & Recognition	1,700	1,200	932	704
--- 5111- Employee Wellness	-	-	-	-
--- 5112- Employee Assistance	-	-	-	-
--- 5115- ADP Payroll Processing Fees	5,532	9,060	9,933	9,204
--- 5120- Education & Training Seminars	4,800	10,636	4,947	5,136
--- 5125- Insurance - Worker's Comp	15,444	20,688	19,453	13,992
--- 5130- Recruitment	950	-	1,576	1,200
--- 5140- Tuition Reimbursement	4,000	-	-	7,992
--- 5145- Uniforms	1,200	2,000	2,041	1,200
TOTAL HUMAN RESOURCES EXPE	33,626	43,584	38,882	40,524
--- 5311- IT Server Equipment	-	-	-	-
--- 5312- IT Workstations	-	-	-	-
--- 5313- Presentational Equipment	-	-	-	-
--- 5314- Phone Equipment	-	-	-	-
--- 5315- IT Repair & Maint Parts	-	-	-	-
--- 5316- IT Website / Internet Equipment	-	-	-	-
--- 5317- IT Monitors & Printers	-	-	-	-

**Beach Cities Health District
Adult Services Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Budget FY11	Proj'd FY12
--- 5320- IT Network Expense	-	-	-	-
--- 5330- IT Software Expense	37,896	44,796	18,816	30,887
TOTAL MIS EXPENSES	37,896	44,796	18,816	30,887
--- 5410- Advertising	-	-	-	-
--- 5415- Community Education Materials	-	-	-	-
--- 5420- Community Outreach	-	2,206	1,935	920
--- 5425- Internet / Intranet / Website	-	1,125	-	-
--- 5430- Dues & Memberships	3,075	2,970	2,513	3,520
--- 5435- Educational Materials	1,000	2,000	320	1,160
--- 5440- Mailing Services	-	-	-	-
--- 5445- Management of Volunteers	120	1,600	-	720
--- 5450- Meetings	-	-	522	614
--- 5455- Postage	900	3,140	2,461	1,716
--- 5460- Printing	1,848	2,392	904	2,408
--- 5465- Promotional Items/Materials	-	1,200	2,192	3,460
--- 5470- Subscriptions	899	1,279	148	720
--- 5499- Business Promotion Allocation	118,588	50,150	62,604	62,604
TOTAL COMMUNITY RELATIONS E	126,430	68,062	73,597	77,842
--- 5510- Building Maintenance & Repair	6,500	-	44	-
--- 5515- Equipment/Furniture < \$5,000	1,000	2,675	5,317	8,175
--- 5520- Equipment/ Lease	72,900	61,992	48,984	50,388
--- 5525- Equipment/General Maintenance & R	20,654	11,600	10,943	2,400
--- 5530- Landscape Maintenance	-	-	-	-
--- 5540- Electricity	-	-	-	-
--- 5542- Gas	-	-	-	-
--- 5544- Water	-	-	-	-
--- 5546- Waste Removal	-	-	-	-
--- 5548- Telephone	-	12,644	13,411	11,599
--- 5550- Plant Service	1,500	1,800	1,836	2,460
--- 5565- Janitorial Services	-	-	-	-
--- 5598- Internal BOE allocation	188,590	191,181	176,352	176,351
--- 5599- BOE allocation to tenants	-	-	-	-
TOTAL FACILITIES EXPENSES	291,144	281,892	256,887	251,373
--- 5710- Accounting Services	-	-	-	-
--- 5715- Banking Services	-	-	-	-
--- 5720- Election Expense	-	-	-	-
--- 5725- Laundry Services	52,630	57,600	50,112	57,600
--- 5730- Legal Services	-	-	-	-
--- 5740- Outside Services	-	-	150	-
--- 5744- Outside Service-Research	75,000	-	-	-
--- 5746- Outside Services - H&F	-	4,800	1,767	4,800
--- 5747- Outside Services - Property	-	-	-	-
--- 5748- Engineering/Maintenance Services	-	-	-	-
--- 5750- Research Services	-	-	-	-
--- 5755- Service Contracts	5,520	7,886	4,621	7,886
--- 5760- Taxes & Licensing	830	830	150	830
TOTAL PROFESSIONAL SERVICES	133,980	71,116	56,800	71,116
--- 5910- Prospect South Bay	-	-	-	-
--- 5920- Interest Expense	-	-	-	-
--- 5999- Indirect Admin Services	1,060,308	863,172	819,468	819,468
TOTAL OTHER	1,060,308	863,172	819,468	819,468
--- 5930- Grant Expense	226,050	112,476	83,103	131,268
--- 5935- Health Fund	246,336	439,670	396,404	479,670
--- 5940- Holiday Assistance	-	-	-	-
TOTAL FUNDS & GRANTS	472,386	552,146	479,508	610,938
TOTAL OPERATING EXPENSES	3,455,333	3,423,381	3,267,489	3,437,587
NET INCOME (LOSS) BEFORE CAPEX	11	6,157	169,056	(7,111)
--- 6010- Capital Expenditure - Fitness Equip	-	-	-	-
--- 6020- Capital Expenditure - MIS	-	-	-	-
--- 6030- Capital Expenditure - FF&E	-	-	-	-
--- 6040- Capital Expenditure - Parking	-	-	-	-
--- 6050- Capital Expenditure - Building	14,000	-	-	-
TOTAL CAPITAL EXPENDITURE	14,000	-	-	-
NET INCOME (LOSS)	(13,989)	6,157	169,056	(7,111)
				64,583

BCHD FY2012-13 Budget



Adult Services Center for Health & Fitness



Live Well. Health Matters.

Service Accomplishments

Center for Health & Fitness

FY 2012-13 Program Goals:

- Growth and enhancement of the Center for health and Fitness’s integration with the Blue Zones/Vitality City program; to include quarterly program collaborations.
- Create a sense of community at CHF by improving the member onboarding and retention program.
- Continue to offer a variety of classes and programs for adults in the Beach Cities which enhance active aging.
- Continue to provide personal training services by degreed and nationally certified personal trainers.
- Continue to offer the largest number of group exercise classes in the South Bay.
- Develop outcomes measurements to track improvements in member’s health and fitness parameters.
- Continue to improve and refine operations surrounding the new CSI Member Management System to improve administrative efficiencies.
- Create a Member Loyalty Incentive Program.

Prior Year Accomplishments:

- CHF Member Appreciation Week (July 26-29), which included Blue Zone/Vitality City themed member and community events.
- CSI Member management conversion and Implementation Feb 2011-September 2011 “Go-Live”.
- “Return To Wellness” Program: A partnered program for cancer patients with the Cancer Care Community.
- Created and successfully hosted the First Annual Spirit of Wellness Celebration on November 17, 2011, with over 110 members, guests and city officials in attendance.
- Successfully launched the SilverSneakers Fitness Program in October 2011, with more than 100 new participants in the first 3 month.

FY2012-13 Objectives

Performance Measure	Prior Year Actual	Current Year Estimate	Next Year Estimate
	FY2010-2011	FY2011-12	FY2012-13
Membership	2,312	2,472	2,639
Personal Training Sessions	3,144	4,210	4,619
Pilates and Yoga Classes	16,122	15,819	15,819

BUDGET

Department Description

Center for Health and 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 2012-13

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
2-610-611-4020-00 Property Tax Revenue	-	-	-	-	-
TOTAL TAX REVENUE	-	-	-	-	-
2-610-611-4110-00 Lease Revenue	8,400	8,400	8,767	10,800	10,557
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	8,400	8,767	10,800	10,557
2-610-611-4210-00 Revenue - Classes / Group	275,551	307,267	290,340	349,769	285,293
2-610-611-4220-00 Membership Revenue	767,878	758,024	753,881	718,345	765,976
2-610-611-4230-00 Individual/Consult/Single-Day	276,023	347,807	187,990	181,930	259,107
2-610-611-4250-00 Childcare Revenue	8,700	7,500	8,476	3,000	11,493
2-610-611-4260-00 Food/Beverage Revenue	-	-	-	-	-
2-610-611-4270-00 Equipment Sales Revenue	-	-	-	-	-
2-610-611-4280-00 Equipment Rental Revenue	8,400	8,400	8,767	10,800	10,557
2-610-611-4290-00 Retail Revenue	7,200	8,400	7,879	8,400	6,620
TOTAL USER FEES REVENUE	1,343,752	1,437,398	1,257,334	1,272,244	1,339,047
2-610-611-4390-00 Misc Revenue (WorkWell)	780	780	4,397	780	3,027
2-610-611-4310-00 Memorial Donations Revenue	-	-	-	-	-
2-610-611-4320-00 Grants	-	-	-	-	-
2-610-611-4999-00 Transfers in (out)	888,804	687,948	637,668	637,668	687,948
TOTAL OTHER REVENUE	889,584	688,728	642,065	638,448	690,975
	2,241,736	2,134,526	1,908,166	1,921,492	2,040,579
2-610-611-5610-00 COGS - Cost of Goods Sold - non-food	3,200	10,560	4,855	9,720	3,040
2-610-611-5620-00 Cafe Supplies - cost of good sold - food	-	-	-	-	-
TOTAL COST OF GOODS SOLD	3,200	10,560	4,855	9,720	3,040
2-610-611-5010-00 Salaries - Reg FT-Ben	320,292	328,176	301,510	295,476	309,479
2-610-611-5015-00 Salaries - Reg PT - Ben	130,802	207,966	150,350	176,138	110,471
2-610-611-5018-00 Salaries - Reg PT - PERS-only	768	4,986	8,106	9,684	7,873
2-610-611-5020-00 Salaries - Reg PT - no Ben	122,429	76,984	123,921	56,664	164,133
2-610-611-5025-00 Salaries - Temporary PT - No Ben	-	-	-	-	-
2-610-611-5030-00 Salaries - Instructors - no Ben	238,580	259,810	289,769	282,586	254,936
2-610-611-5035-00 Cafeteria Plan Contribution	96,822	88,440	80,781	87,576	77,533
2-610-611-5040-00 Payroll Taxes	54,869	59,252	63,307	55,387	58,545
2-610-611-5050-00 LTD Insurance Premiums	2,436	2,340	2,519	2,088	2,441
2-610-611-5055-00 Pension Benefits	38,668	45,566	37,415	38,094	43,320
2-610-611-5060-00 Unemployment Benefits	-	-	-	-	-
2-610-611-5065-00 Employee Incentive Bonus	-	20,600	735	20,600	1,020
2-610-611-5070-00 Employee Service Awards Expense	-	-	-	-	-
2-610-611-5057-00 Vacation/Sick Leave	-	-	3,697	-	192
TOTAL PAYROLL	1,005,666	1,094,120	1,062,110	1,024,293	1,029,944
payroll % of user fee revenue	75%	81%	81%	74%	77%
2-610-611-5210-00 Consumables (food used as supplies)	450	450	504	450	494
2-610-611-5215-00 Insurance - General	-	-	-	-	-
2-610-611-5220-00 Employee Travel/Parking	1,890	3,240	2,001	240	1,800
2-610-611-5222-00 Client transportation	-	-	-	-	-
2-610-611-5225-00 Office Supplies	1,799	3,000	2,526	2,880	1,713
2-610-611-5227-00 Gym/Locker room Supplies	13,500	13,500	14,132	8,400	13,813
2-610-611-5228-00 Program Supplies	7,518	8,639	3,781	4,200	7,179
2-610-611-5229-00 Janitorial supplies	-	-	-	-	71
2-610-611-5230-00 Other Supplies	-	-	4	-	932
TOTAL GEN & ADMIN EXPENSES	25,157	28,829	22,947	16,170	26,002
2-610-611-5110-00 Employee Retention & Recognition	1,700	1,200	932	1,800	704
2-610-611-5111-00 Employee Wellness	-	-	-	-	-
2-610-611-5112-00 Employee Assistance	-	-	-	-	-
2-610-611-5115-00 ADP Payroll Processing Fees	4,452	8,040	8,711	8,040	7,827
2-610-611-5120-00 Education & Training Seminars	3,900	7,800	2,757	2,200	3,879
2-610-611-5125-00 Insurance - Worker's Comp	13,116	18,624	16,861	10,104	11,925
2-610-611-5130-00 Recruitment	950	-	1,274	1,200	895
2-610-611-5140-00 Tuition Reimbursement	-	-	-	-	39
2-610-611-5145-00 Uniforms	1,200	2,000	2,041	1,200	572
TOTAL HUMAN RESOURCES EXPENSES	25,318	37,664	32,575	24,544	25,840
2-610-611-5311-00 IT Server Equipment	-	-	-	-	-
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	-	-	-	-	-

Beach Cities Health District

CHF - Rollup

Budget 2012-13

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
2-610-611-5320-00 IT Network Expense	-	-	-	-	-
2-610-611-5330-00 IT Software Expense	26,496	26,496	7,476	6,000	20,892
TOTAL MIS EXPENSES	26,496	26,496	7,476	6,000	20,892

2-610-611-5410-00 Advertising	-	-	-	-	-
2-610-611-5415-00 Community Education Materials	-	-	-	-	-
2-610-611-5420-00 Community Outreach	-	800	529	800	-
2-610-611-5425-00 Internet / Intranet / Website	-	-	-	-	-
2-610-611-5430-00 Dues & Memberships	1,200	1,170	585	1,170	1,200
2-610-611-5435-00 Educational Materials	-	-	320	500	-
2-610-611-5440-00 Mailing Services	-	-	-	-	-
2-610-611-5445-00 Management of Volunteers	-	-	-	240	-
2-610-611-5450-00 Meetings	-	-	-	120	-
2-610-611-5455-00 Postage	600	900	906	1,296	592
2-610-611-5460-00 Printing	888	360	904	288	812
2-610-611-5465-00 Promotional Items/Materials	-	1,200	2,192	1,500	2,753
2-610-611-5470-00 Subscriptions	-	360	-	360	-
2-610-611-5499-00 Business Promotion Allocation	118,588	50,150	62,604	62,604	61,000
TOTAL COMMUNITY RELATIONS E.	121,276	54,940	68,039	68,878	66,357

2-610-611-5510-00 Building Maintenance & Repair	6,500	-	44	-	9,668
2-610-611-5515-00 Equipment/Furniture < \$5,000	1,000	2,675	5,322	8,175	876
2-610-611-5520-00 Equipment/ Lease	72,900	61,992	48,984	50,388	56,519
2-610-611-5525-00 Equipment/General Maintenance & R	20,654	11,600	10,943	2,400	11,829
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	7,370	7,200	4,625
2-610-611-5550-00 Plant Service	1,500	1,800	1,836	2,460	1,628
2-610-611-5565-00 Janitorial Services	-	-	-	-	-
2-610-611-5598-00 Internal BOE allocation	180,367	182,845	168,660	168,662	182,844
2-610-611-5599-00 BOE allocation to tenants	-	-	-	-	-
TOTAL FACILITIES EXPENSES	282,921	268,112	243,159	239,285	267,989

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	52,630	57,600	50,112	57,600	50,124
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	1,767	4,800	36
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	5,344	7,880	4,390	7,880	5,241
2-610-611-5760-00 Taxes & Licensing	-	-	-	-	-
TOTAL PROFESSIONAL SERVICES	57,974	70,280	56,269	70,280	55,401

2-610-611-5910-00 Prospect South Bay	-	-	-	-	-
2-610-611-5920-00 Interest Expense	-	-	-	-	-
2-610-611-5999-00 Indirect Admin Services	685,320	535,116	456,720	456,720	535,116
TOTAL OTHER	685,320	535,116	456,720	456,720	535,116

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	2,233,327	2,126,116	1,954,150	1,915,890	2,030,582
NET INCOME (LOSS) BEFORE CAPEX	8,408	8,410	(45,984)	5,602	9,997

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	14,000	-	-	-	-
TOTAL CAPITAL EXPENDITURE	14,000	-	-	-	-

NET INCOME (LOSS)	(5,592)	8,410	(45,984)	5,602	9,997
--------------------------	----------------	--------------	-----------------	--------------	--------------

BCHD FY2012-13 Budget



Older Adult Services



Live Well. Health Matters.

Service Accomplishments

Older Adult Services Department

Program Goals:

- Help older and disabled adults maintain a high quality of life, remain independent and minimize hospitalization
- Support and guide seniors along the continuum of successful aging
- Improve and maintain mental health by providing opportunities for socialization and civic engagement

Prior Year Accomplishments:

- The Care Management program served 17.5% of adults 85 and older and 3% of adults 60 and over living in the Beach Cities
- One hundred fifty volunteers participate in five Community Care Services volunteer programs
- Implemented Healthier Living: Chronic Disease Self-Management, an evidence-based program
- Accepted into the Geriatric Social Work Education Consortium

FY2012-13 Objectives:

Performance Measure	Prior Year Actual	Current Year Estimate	Next Year Estimate
	FY2010-2011	FY2011-12	FY2012-13
Number of Care Management Clients	460	430	430
Care Manager visits with Clients (Home or Office)	998	1,000	1,000
Volunteer visits with clients	4,358	4,500	4,500
Officer of the Day Requests for Information or Service	1,076	1,200	1,200

Department Description
Older Adult Services

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
Older Adult Services Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
--- 4020- Property Tax Revenue	-	-	-	-	-
TOTAL TAX REVENUE	-	-	-	-	-
---	-	-	-	-	-
--- 4110- Lease Revenue	-	-	-	-	-
--- 4120- Revenue - POC	-	-	-	-	-
--- 4130- Revenue - Prospect South Bay	-	-	-	-	-
--- 4140- Interest Revenue	-	-	-	-	-
--- 4150- Limited Partnership Revenue	-	-	-	-	-
TOTAL INVESTMENT REVENUE	-	-	-	-	-
---	-	-	-	-	-
--- 4210 Revenue - Classes / Group	2,200	2,200	-	2,440	3,857
--- 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	-	-	-	-	-
TOTAL USER FEES REVENUE	2,200	2,200	-	2,440	3,857
---	-	-	-	-	-
--- 4390- Revenue (discontinue unless misc)	-	-	-	-	-
--- 4310- Memorial Donations Revenue	8,620	8,620	-	8,620	8,930
--- 4320- Grants	51,955	53,759	53,363	53,865	53,865
--- 4999- Transfers in (out)	1,429,080	1,366,728	1,243,212	1,243,212	1,366,728
TOTAL OTHER REVENUE	1,489,655	1,429,107	1,296,575	1,305,697	1,429,523
---	-	-	-	-	-
TOTAL REVENUE	1,491,855	1,431,307	1,296,575	1,308,137	1,433,380
---	-	-	-	-	-
--- 5610- COGS - Cost of Goods Sold - non-food	-	-	-	-	-
--- 5620- Cafe Supplies - cost of good sold - food	-	-	-	-	-
TOTAL COST OF GOODS SOLD	-	-	-	-	-
---	-	-	-	-	-
--- 5010- Salaries - Reg FT-Ben	428,704	423,670	412,319	412,318	417,839
--- 5015- Salaries - Reg PT - Ben	21,570	21,036	20,605	20,316	61,112
--- 5018- Salaries - Reg PT - PERS-only	41,124	41,124	22,703	22,392	-
--- 5020- Salaries - Reg PT - no Ben	-	-	-	13,257	-
--- 5025- Salaries - Temporary PT - No Ben	-	-	17,652	-	-
--- 5030- Salaries - Instructors - no Ben	3,000	-	-	-	1,936
--- 5035- Cafeteria Plan Contribution	67,752	63,390	64,003	64,518	62,697
--- 5040- Payroll Taxes	33,372	32,790	32,595	31,611	31,329
--- 5050- LTD Insurance Premiums	1,752	2,136	2,152	2,076	1,753
--- 5055- Pension Benefits	43,836	43,338	35,981	36,012	41,111
--- 5060- Unemployment Benefits	-	-	-	-	-
--- 5065- Employee Incentive Bonus	-	-	-	-	-
--- 5070- Employee Service Awards Expense	-	-	-	-	-
--- 5057- Vacation/Sick Leave	-	-	(366)	-	-
TOTAL PAYROLL	641,110	627,484	607,644	602,500	617,777
---	-	-	-	-	-
--- 5210- Consumables (food used as supplies)	1,200	1,200	1,285	1,599	1,200
--- 5215- Insurance - General	-	-	-	-	-
--- 5220- Employee Travel/Parking	6,000	8,000	6,307	8,000	6,000
--- 5222- Client transportation	-	-	-	-	-
--- 5225- Office Supplies	2,600	2,600	2,203	2,160	2,600
--- 5227- Gym/Locker room Supplies	-	-	-	-	-
--- 5228- Program Supplies	600	600	83	600	600
--- 5229- Janitorial supplies	-	-	-	-	-
--- 5230- Other Supplies	-	-	-	-	-
TOTAL GEN & ADMIN EXPENSES	10,400	12,400	9,878	12,359	10,400
---	-	-	-	-	-
--- 5110- Employee Retention & Recognition	-	-	-	-	-
--- 5111- Employee Wellness	-	-	-	-	-
--- 5112- Employee Assistance	-	-	-	-	-
--- 5115- ADP Payroll Processing Fees	1,812	1,812	2,306	1,812	2,328
--- 5120- Education & Training Seminars	3,000	3,504	3,792	3,504	2,850
--- 5125- Insurance - Worker's Comp	4,248	4,164	3,690	5,268	3,859
--- 5130- Recruitment	2,000	3,215	142	500	2,000
--- 5140- Tuition Reimbursement	4,000	-	-	-	-
--- 5145- Uniforms	-	-	-	-	-
TOTAL HUMAN RESOURCES EXPE	15,060	12,695	9,931	11,084	11,037
---	-	-	-	-	-
--- 5311- IT Server Equipment	-	-	-	-	-
--- 5312- IT Workstations	-	-	-	-	-
--- 5313- Presentational Equipment	-	-	-	-	-
--- 5314- Phone Equipment	-	-	-	-	-
--- 5315- IT Repair & Maint Parts	-	-	-	-	-
--- 5316- IT Website / Internet Equipment	-	-	-	-	-
--- 5317- IT Monitors & Printers	-	-	-	-	-

**Beach Cities Health District
Older Adult Services Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
--- 5320- IT Network Expense	-	-	-	-	-
--- 5330- IT Software Expense	14,019	14,019	14,019	14,019	14,019
TOTAL MIS EXPENSES	14,019	14,019	14,019	14,019	14,019
--- 5410- Advertising	-	-	-	-	-
--- 5415- Community Education Materials	-	-	-	-	-
--- 5420- Community Outreach	400	400	381	400	400
--- 5425- Internet / Intranet / Website	1,620	1,620	1,620	1,620	1,620
--- 5430- Dues & Memberships	530	675	675	655	675
--- 5435- Educational Materials	456	456	584	456	456
--- 5440- Mailing Services	-	-	-	-	-
--- 5445- Management of Volunteers	4,900	4,900	-	-	3,600
--- 5450- Meetings	-	-	-	-	-
--- 5455- Postage	1,100	1,100	839	1,570	1,000
--- 5460- Printing	750	750	867	1,200	750
--- 5465- Promotional Items/Materials	-	-	-	-	-
--- 5470- Subscriptions	50	50	-	50	50
--- 5499- Business Promotion Allocation	-	-	-	-	-
TOTAL COMMUNITY RELATIONS E	9,806	9,951	4,966	5,951	8,551
--- 5510- Building Maintenance & Repair	-	-	-	-	-
--- 5515- Equipment/Furniture < \$5,000	500	500	134	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	3,207	3,049	2,028
--- 5550- Plant Service	-	-	-	-	-
--- 5565- Janitorial Services	-	-	-	-	-
--- 5598- Internal BOE allocation	48,468	90,178	45,324	45,323	90,180
--- 5599- BOE allocation to tenants	-	-	-	-	-
TOTAL FACILITIES EXPENSES	48,968	93,998	48,664	48,872	92,708
--- 5710- Accounting Services	-	-	-	-	-
--- 5715- Banking Services	-	-	-	-	-
--- 5720- Election Expense	-	-	-	-	-
--- 5725- Laundry Services	-	-	-	-	-
--- 5730- Legal Services	-	-	-	-	-
--- 5740- Outside Services	16,824	820	720	820	22,820
--- 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	1,500	1,288	1,000	1,500
--- 5760- Taxes & Licensing	-	-	-	-	-
TOTAL PROFESSIONAL SERVICES	18,324	2,320	2,008	1,820	24,320
--- 5910- Prospect South Bay	-	-	-	-	-
--- 5920- Interest Expense	-	-	-	-	-
--- 5999- Indirect Admin Services	457,800	360,240	311,772	311,772	360,240
TOTAL OTHER	457,800	360,240	311,772	311,772	360,240
--- 5930- Grant Expense	97,869	99,697	100,943	100,993	99,701
--- 5935- Health Fund	170,000	190,000	161,546	190,000	170,000
--- 5940- Holiday Assistance	8,500	8,500	5,697	8,500	8,500
TOTAL FUNDS & GRANTS	276,369	298,197	268,186	299,493	278,201
TOTAL OPERATING EXPENSES	1,491,856	1,431,304	1,277,069	1,307,870	1,417,253
NET INCOME (LOSS) BEFORE CAPEX	(1)	3	19,506	267	16,127
--- 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)	(1)	3	19,506	267	16,127

BCHD FY2012-13 Budget

Administrative Departments



Live Well. Health Matters.

Service Accomplishments

Administration - Communications and Marketing

Program Goals:

- Provide marketing and advertising support that help AdventurePlex and the Center for Health & Fitness achieve their revenue goals.
- Improve community awareness, participation and understanding of Beach Cities Health District and it's offerings.
- Make accessing information on the Web easy and intuitive.
- Represent BCHD at community events and build/maintain relationships.

Prior Year Accomplishments:

- Los Angeles Times cover story and hundreds of other print and online news stories
- Nearly tripled BCHD Facebook fans, doubled Center for Health & Fitness fans and increased AdventurePlex Fans by more than 70 percent.
- Launched a series of online "daily deals," with businesses like Groupon and Living Social, that introduced AdventurePlex and the Center for Health & Fitness to new markets.
- Hosted the Center for Health & Fitness's first annual Spirit of Wellness event to recognize member achievements.
- Created all of the collateral for the launch of BCHD's LiveWell Tots program.

FY2012-13 Objectives:

Performance Measure	Prior Year Actual	Current Year Estimate	Next Year Estimate
	FY2010-2011	FY2011-12	FY2012-13
Increase Web traffic by five percent 1. BCHD.org, 2. AdventurePlex.org 3. BeachCitiesGym.com	1. Inaccurate data 2. 81,750 3. 35,242	1. 40,400 2. 88,304 3. 35,609	42,420
Increase BCHD Facebook fans	420	1,160	1,450
Generate online and print media clips	No data	123 print clips	135 print clips
Produce Beach Cities Health Update mailing	NA	Pending distribution	On target

Service Accomplishments

Administration - Finance Department

Accounting, Financial Reporting, Treasury, Budget & Audit

Program Goals:

- Collect receivables promptly
- Process payroll and employee benefits bi-weekly
- Provide program managers, department heads, CEO and Board of Directors monthly budget-to-actual variance reports
- Prepare and recommend for approval the annual budget and annual audited financial statements

Prior Year Accomplishments:

- Produced FY2010-11 Comprehensive Annual Financial Report (CAFR), submitted to California Society of Municipal Finance Officers for review and received
- Produced FY2010-11 annual budget, submitted to California Society of Municipal Finance Officers for review and received 5th consecutive annual award for meritorious budgeting

FY2012-13 Objectives:

Performance Measure	Prior Year Actual	Current Year Estimate	Next Year Estimate
	FY2010-2011	FY2011-12	FY2012-13
Produce CAFR, submit for peer review, receive recognition for meritorious financial reporting	Award received for 2 nd time	Award expected	Award expected
Produce Budget, submit for peer review, receive recognition for meritorious budgeting	Award received for 4 th consecutive year	Award received for 5 th consecutive year	Award expected
Complete independent audit with unqualified opinion	Audit completed, unqualified opinion	Audit completed, unqualified opinion	Unqualified audit opinion expected

Department Description

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.

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.

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.

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.

**Beach Cities Health District
Admin Services Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
--- 4020- Property Tax Revenue	2,462,400	2,450,400	2,453,868	2,450,400	2,450,558
TOTAL TAX REVENUE	2,462,400	2,450,400	2,453,868	2,450,400	2,450,558
--- 4110- Lease Revenue	2,169,616	1,669,866	2,065,828	1,902,175	1,654,112
--- 4120- Revenue - POC	-	-	-	-	-
--- 4130- Revenue - Prospect South Bay	-	-	-	-	-
--- 4140- Interest Revenue	1,319,329	1,921,990	1,783,309	1,954,180	1,943,965
--- 4150- Limited Partnership Revenue	1,333,000	1,443,567	1,214,941	1,191,651	1,180,583
TOTAL INVESTMENT REVENUE	4,821,945	5,035,423	5,064,079	5,048,006	4,778,660
--- 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	-	-	50	-	488
TOTAL USER FEES REVENUE	-	-	50	-	488
--- 4390- Revenue (discontinue unless misc)	113,496	-	7,547	-	9,527
--- 4310- Memorial Donations Revenue	-	-	-	-	-
--- 4320- Grants	-	-	-	-	-
--- 4999- Transfers in (out)	(6,188,748)	(5,529,216)	(5,586,084)	(5,586,084)	(5,529,216)
TOTAL OTHER REVENUE	(6,075,252)	(5,529,216)	(5,578,537)	(5,586,084)	(5,519,689)
	1,209,093	1,956,607	1,939,460	1,912,322	1,710,017
--- 5610- COGS - Cost of Goods Sold - non-food	-	-	-	-	-
--- 5620- Cafe Supplies - cost of good sold - food	-	-	-	-	-
TOTAL COST OF GOODS SOLD	-	-	-	-	-
--- 5010- Salaries - Reg FT-Ben	1,460,635	1,369,636	1,254,025	1,200,384	1,384,009
--- 5015- Salaries - Reg PT - Ben	-	-	-	-	-
--- 5018- Salaries - Reg PT - PERS-only	24,732	24,696	-	17,916	24,549
--- 5020- Salaries - Reg PT - no Ben	-	-	23,479	-	-
--- 5025- Salaries - Temporary PT - No Ben	-	-	-	-	-
--- 5030- Salaries - Instructors - no Ben	6,000	-	-	-	1,000
--- 5035- Cafeteria Plan Contribution	144,900	147,222	124,984	130,440	127,001
--- 5040- Payroll Taxes	91,970	83,872	82,941	74,880	87,257
--- 5050- LTD Insurance Premiums	8,856	12,576	32,085	7,764	9,213
--- 5055- Pension Benefits	217,541	175,698	154,005	134,106	169,265
--- 5060- Unemployment Benefits	30,000	50,000	30,350	45,000	31,811
--- 5065- Employee Incentive Bonus	-	-	-	-	-
--- 5070- Employee Service Awards Expense	1,550	1,300	-	1,500	-
--- 5057- Vacation/Sick Leave	-	-	38,613	-	-
TOTAL PAYROLL	1,986,184	1,865,000	1,740,481	1,611,990	1,834,107
--- 5210- Consumables (food used as supplies)	7,700	9,800	8,719	9,156	8,273
--- 5215- Insurance - General	207,483	185,699	137,328	144,528	191,582
--- 5220- Employee Travel/Parking	12,600	13,160	11,122	9,214	5,649
--- 5222- Client transportation	-	-	-	2,000	-
--- 5225- Office Supplies	13,577	17,757	16,544	11,080	13,457
--- 5227- Gym/Locker room Supplies	-	-	-	-	-
--- 5228- Program Supplies	-	-	-	-	-
--- 5229- Janitorial supplies	14,880	7,152	10,195	5,556	15,081
--- 5230- Other Supplies	690	890	470	890	1,473
TOTAL GEN & ADMIN EXPENSES	256,930	234,458	184,380	182,424	235,516
--- 5110- Employee Retention & Recognition	3,860	6,360	9,485	6,360	10,717
--- 5111- Employee Wellness	23,600	3,000	501	3,000	-
--- 5112- Employee Assistance	-	3,600	3,159	3,000	2,563
--- 5115- ADP Payroll Processing Fees	6,888	5,700	6,129	5,952	6,612
--- 5120- Education & Training Seminars	20,420	18,195	15,585	20,690	16,430
--- 5125- Insurance - Worker's Comp	8,676	11,196	9,809	11,004	7,892
--- 5130- Recruitment	6,240	2,240	4,582	5,240	4,332
--- 5140- Tuition Reimbursement	40,000	1,200	4,119	5,700	34,903
--- 5145- Uniforms	1,800	3,100	1,904	800	875
TOTAL HUMAN RESOURCES EXPE	111,484	54,591	55,273	61,746	84,324
--- 5311- IT Server Equipment	3,800	11,300	7,272	2,000	2,256
--- 5312- IT Workstations	8,100	18,350	20,070	6,000	17,869
--- 5313- Presentational Equipment	1,600	1,600	-	861	1,600
--- 5314- Phone Equipment	1,440	2,200	1,008	-	6,216
--- 5315- IT Repair & Maint Parts	697	1,373	770	672	823
--- 5316- IT Website / Internet Equipment	1,500	1,500	-	1,200	1,220
--- 5317- IT Monitors & Printers	2,160	2,700	872	2,280	4,181

**Beach Cities Health District
Admin Services Rollup
Budget 2012-13**

	Budget FY13	Budget FY12	Actual FY11	Budget FY11	Proj'd FY12
--- 5320- IT Network Expense	2,200	2,200	2,083	2,200	1,600
--- 5330- IT Software Expense	37,792	35,892	29,164	15,570	33,856
TOTAL MIS EXPENSES	59,289	77,115	61,238	30,783	69,622
--- 5410- Advertising	90,000	47,700	43,634	44,678	44,500
--- 5415- Community Education Materials	-	-	561	-	108
--- 5420- Community Outreach	15,400	11,000	11,645	14,996	12,864
--- 5425- Internet / Intranet / Website	6,720	3,000	3,084	3,000	2,067
--- 5430- Dues & Memberships	17,961	5,119	13,104	9,233	15,150
--- 5435- Educational Materials	2,300	2,150	-	2,950	1,196
--- 5440- Mailing Services	11,055	9,600	14,714	13,000	1,817
--- 5445- Management of Volunteers	3,280	4,580	3,456	4,248	656
--- 5450- Meetings	5,700	6,200	5,871	3,700	6,865
--- 5455- Postage	38,174	23,972	59,869	74,450	59,156
--- 5460- Printing	64,671	41,575	61,847	79,735	74,861
--- 5465- Promotional Items/Materials	40,225	6,300	5,391	3,785	14,383
--- 5470- Subscriptions	504	744	630	894	691
--- 5499- Business Promotion Allocation	(178,063)	(108,750)	(139,020)	(139,008)	(108,000)
TOTAL COMMUNITY RELATIONS E.	117,927	53,190	84,787	115,661	126,314
--- 5510- Building Maintenance & Repair	100,300	99,600	86,363	83,600	155,164
--- 5515- Equipment/Furniture < \$5,000	3,000	4,300	1,955	4,300	4,472
--- 5520- Equipment/ Lease	19,440	19,440	3,701	9,720	18,629
--- 5525- Equipment/General Maintenance & R	20,000	4,800	2,212	4,800	4,244
--- 5530- Landscape Maintenance	58,264	50,064	51,311	50,064	58,120
--- 5540- Electricity	388,284	407,638	349,164	342,163	352,255
--- 5542- Gas	132,902	133,488	150,944	124,209	144,657
--- 5544- Water	81,600	80,000	73,972	60,000	75,644
--- 5546- Waste Removal	11,000	12,500	9,184	12,500	10,413
--- 5548- Telephone	43,250	17,306	18,177	12,596	26,641
--- 5550- Plant Service	4,815	6,420	9,107	6,000	5,300
--- 5565- Janitorial Services	107,700	103,500	134,088	132,900	111,197
--- 5598- Internal BOE allocation	(249,767)	(294,242)	(233,568)	(233,558)	(294,252)
--- 5599- BOE allocation to tenants	(821,004)	(703,450)	(485,597)	(505,094)	(649,156)
TOTAL FACILITIES EXPENSES	(100,216)	(58,636)	171,013	104,200	23,329
--- 5710- Accounting Services	17,964	17,964	8,015	17,568	14,166
--- 5715- Banking Services	87,000	80,000	80,781	75,804	87,157
--- 5720- Election Expense	48,000	48,000	299	48,000	48,000
--- 5725- Laundry Services	-	-	-	-	-
--- 5730- Legal Services	58,000	92,000	151,676	61,200	132,269
--- 5740- Outside Services	843,526	841,710	671,305	241,000	849,921
--- 5744- Outside Service-Research	-	-	-	-	-
--- 5746- Outside Services - H&F	-	-	-	-	-
--- 5747- Outside Services - Property	45,000	-	86,696	-	8,140
--- 5748- Engineering/Maintenance Services	-	-	-	-	3,133
--- 5750- Research Services	-	1,280	-	775	-
--- 5755- Service Contracts	147,891	134,502	130,052	120,195	132,418
--- 5760- Taxes & Licensing	8,687	8,687	15,433	8,687	14,496
TOTAL PROFESSIONAL SERVICES	1,256,068	1,224,143	1,144,257	573,229	1,289,702
--- 5910- Prospect South Bay	55,200	52,800	48,050	52,800	59,999
--- 5920- Interest Expense	442,305	463,435	482,956	482,956	465,989
--- 5999- Indirect Admin Services	(2,718,492)	(2,081,112)	(1,930,920)	(1,930,920)	(2,081,124)
TOTAL OTHER	(2,220,987)	(1,564,877)	(1,399,914)	(1,395,164)	(1,555,136)
--- 5930- Grant Expense	40,000	25,000	37,185	30,000	27,440
--- 5935- Health Fund	2,500	5,000	552	-	-
--- 5940- Holiday Assistance	-	-	-	-	-
TOTAL FUNDS & GRANTS	42,500	30,000	37,737	30,000	27,440
TOTAL OPERATING EXPENSES	1,509,180	1,914,984	2,079,252	1,314,870	2,135,217
NET INCOME (LOSS) BEFORE CAPEX	(300,086)	41,623	(139,792)	597,453	(425,200)
--- 6010- Capital Expenditure - Fitness Equip	-	-	-	-	-
--- 6020- Capital Expenditure - MIS	6,000	19,400	109,577	-	24,947
--- 6030- Capital Expenditure - FF&E	-	-	-	-	-
--- 6040- Capital Expenditure - Parking	44,500	59,500	30,093	33,000	59,500
--- 6050- Capital Expenditure - Building	228,400	153,100	221,881	100,000	148,100
TOTAL CAPITAL EXPENDITURE	278,900	232,000	361,551	133,000	232,547
NET INCOME (LOSS)	(578,986)	(190,377)	(501,343)	464,453	(657,747)

BCHD FY2012-13 Budget

Budget Timeline And Accounting Basis



Live Well. Health Matters.

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 FY2012-13 Budget

Description of Funds



Live Well. Health Matters.

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 FY2012-13 Budget

Fund Summary



Live Well. Health Matters.

**Beach Cities Health District
Budget 2012-2013
Fund Summary**

	Budget FY11	Budget FY12	Proj'd FY12	Budget FY13	Increase (Decrease)
Tax Revenue	2,450,400	2,450,400	2,450,558	2,462,400	11,842
Lease Revenue	1,912,975	1,678,266	1,736,041	2,233,997	497,956
Interest Revenue	1,954,180	1,921,990	1,943,965	1,319,330	(624,635)
Partnership Revenue	1,191,651	1,443,567	1,180,583	1,333,000	152,417
User Fee Revenue	2,390,146	2,591,282	2,470,375	2,502,854	32,479
Other Revenue	113,265	139,799	143,527	216,496	72,969
TOTAL REVENUES	10,012,617	10,225,304	9,925,049	10,068,077	143,028
OPERATING EXPENSES					
Cost of Goods Sold	141,370	144,590	121,824	137,226	15,402
Payroll & Benefits	4,961,813	5,171,564	5,033,948	5,173,060	139,112
General & Administrative	367,772	463,842	416,995	485,273	68,278
Human Resources	152,272	160,710	157,279	202,437	45,158
Info Systems	83,562	157,472	136,295	133,645	(2,650)
Community Relations	295,665	225,755	277,541	338,467	60,926
Facilities	511,807	425,730	522,128	360,537	(161,591)
Professional Services	728,493	1,384,438	1,463,863	1,507,940	44,077
Interest & Other	535,756	516,235	525,988	497,505	(28,483)
Funds & Grants	1,636,412	1,527,154	1,424,928	1,532,087	107,159
TOTAL OPERATING EXPENSES	9,414,922	10,177,490	10,080,789	10,368,177	287,388
OPERATING SURPLUS (DEFICIT)	597,695	47,814	(155,740)	(300,100)	(144,360)
Capital Expenditures	141,693	247,815	255,018	299,900	44,882
Designated Energy Recovery	456,000	400,000	400,000	0	(400,000)
NET INCOME (LOSS)	2	(600,001)	(810,757)	(600,000)	210,757
FUND BALANCE as of July 1			40,309,289	39,498,532	
FUND BALANCE as of June 30			39,498,532	38,898,532	

Beach Cities Health District

Budget 2012-2013		Budget	Budget	Proj'd	Budget	Increase
General	Fund	FY11	FY12	FY12	FY13	(Decrease)
	Tax Revenue	2,450,400	2,450,400	2,450,558	2,462,400	11,842
	Lease Revenue	1,912,975	1,678,266	1,736,041	2,233,997	497,956
	Interest Revenue	1,148,515	1,147,715	1,943,965	1,319,330	(624,635)
	Partnership Revenue	1,191,651	1,443,567	1,180,583	1,333,000	152,417
	User Fee Revenue	2,390,146	2,591,282	2,470,375	2,502,854	32,479
	Other Revenue	432,885	447,551	451,279	213,412	(237,867)
TOTAL REVENUES		9,526,572	9,758,781	10,232,801	10,064,993	(167,808)
OPERATING EXPENSES						
	Cost of Goods Sold	141,370	144,590	121,824	137,226	15,402
	Payroll & Benefits	4,961,813	5,171,564	5,033,948	5,173,060	139,112
	General & Administrative	367,772	463,842	416,995	485,273	68,278
	Human Resources	152,272	160,710	157,279	202,437	45,158
	Info Systems	83,562	157,472	136,295	133,645	(2,650)
	Community Relations	295,665	225,755	277,541	338,467	60,926
	Facilities	511,807	425,730	522,128	360,537	(161,591)
	Professional Services	725,406	1,381,351	1,463,810	1,504,853	41,043
	Interest & Other	52,800	52,800	525,988	497,505	(28,483)
	Funds & Grants	1,636,412	1,527,154	1,424,928	1,532,087	107,159
TOTAL OPERATING EXPENSES		8,928,879	9,710,968	10,080,736	10,365,090	284,354
OPERATING SURPLUS (DEFICIT)		597,693	47,813	152,065	(300,097)	(452,162)
	Capital Expenditures	141,693	247,815	255,018	299,900	44,882
	Designated Energy Recovery	456,000	400,000	400,000	0	(400,000)
NET INCOME (LOSS)		0	(600,001)	(502,952)	(599,996)	(97,044)
FUND BALANCE as of July 1				39,133,350	38,630,398	
FUND BALANCE as of June 30				38,630,398	38,030,402	

**Beach Cities Health District
Budget 2012-2013
Prospect One Fund**

	Budget FY11	Budget FY12	Proj'd FY12	Budget FY13	Increase (Decrease)
Tax Revenue					-
Lease Revenue					-
Interest Revenue	805,665	774,275	0	0	-
Partnership Revenue					-
User Fee Revenue					-
Other Revenue	(319,620)	(307,752)	(307,752)	3,084	310,836
TOTAL REVENUES	486,045	466,523	(307,752)	3,084	310,836
OPERATING EXPENSES					
Cost of Goods Sold					-
Payroll & Benefits					-
General & Administrative					-
Human Resources					-
Info Systems					-
Community Relations					-
Facilities					-
Professional Services	3,087	3,087	53	3,087	3,034
Interest & Other	482,956	463,435	0	0	-
Funds & Grants					-
TOTAL OPERATING EXPENSES	486,043	466,522	53	3,087	3,034
OPERATING SURPLUS (DEFICIT)	2	1	(307,805)	(3)	307,802
Capital Expenditures	0	0	0	0	-
Designated Energy Recovery	0	0	0	0	-
NET INCOME (LOSS)	2	1	(307,805)	(3)	307,802
FUND BALANCE as of July 1			1,175,939	868,134	
FUND BALANCE as of June 30			868,134	868,131	

BCHD FY2012-13 Budget

Glossary of Budget Terms



Live Well. Health Matters.

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 FY2012-13 Budget

Acronyms



Live Well. Health Matters.

Glossary of Acronyms

The Operating Budget of the Beach Cities Health District is available to the public; the related terminology below is provided to 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