

# FISCAL YEAR FY2022-23 BUDGET

**Meeting the Evolving Health Needs of the Beach Cities**

Adopted June 22, 2022

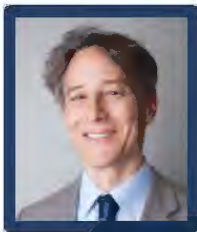


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## DISTRICT OFFICIALS

### Board of Directors



**Noel Lee Chun**  
M.D., Q.M.E.

**President**

Appointed in Lieu of  
Election 11/10  
Elected: 11/06,  
11/14, 11/18

Term Expires: 12/22



**Vanessa I. Poster**

**President pro tem**

Appointed in Lieu of  
Election 11/12  
Elected: 11/96, 11/00,  
11/04, 11/08, 11/16,  
11/20

Term Expires: 12/24



**Michelle Anne Bholat**  
M.D. MPH

**Board Member**

Elected: 11/14, 11/18

Term Expires: 12/22



**Martha B. Koo**  
M.D.

**Treasurer / Secretary**

Elected: 11/20

Term Expires: 12/24



**Jane Ann Diehl**

**Board Member**

Appointed in Lieu of  
Election 11/14  
Elected: 11/16, 11/20

Term Expires: 12/24

### District Executive Leadership



**Tom Bakaly, Chief Executive Officer**



**William Kim, M.D., Chief Medical Advisor**



**Cristan Higa, Chief Health Operations & Communications Officer**



**Kerianne Lawson, Chief Programs Officer**



**Ali Steward, Chief Partnership Development Officer**



**Monica Suua, Chief Financial Officer**



**Megan Vixie, Chief Engagement Officer**

### Finance Department

Yuliya Pigrish, Controller  
Cindy Sheu, Senior Accountant  
Jamie Fresques, Staff Accountant  
Jessica Rodriguez, Finance Technician  
DeeAnn Davis, Accounting Assistant



## Profile, Demographics and Statistics

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### **Established**

Beach Cities Health District is a public government agency, one of 76 Health Districts in California, and in operation since 1960. In 1993, the District changed its name from South Bay Hospital District to Beach Cities Health District.



### **Governing Body**

Board of Five Directors.

### **Cities Served**

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

### **Location**

The Beach Cities Health District's administrative office is located in Redondo Beach, CA, approximately 18 miles southwest of Los Angeles, and 5 miles south of Los Angeles Airport (LAX). Services are distributed throughout the District.

### **Vision**

*A healthy beach community.*

### **Mission**

*To enhance community health through partnerships, programs and services for people who live and work in Hermosa Beach, Manhattan Beach, and Redondo Beach.*

Beach Cities Health District (BCHD) is a healthcare district focused on preventative health and serves the communities of Hermosa Beach, Manhattan Beach and Redondo Beach. Established in 1955 as a public agency, it offers an extensive range of dynamic health and wellness programs, with innovative services and facilities to promote health and prevent diseases across the lifespan. BCHD also operates AdventurePlex, a health and fitness facility where kids play their way to good health, and the Center for Health & Fitness, a comprehensive fitness center that is the only Medical Fitness Association-certified facility in California.



## Profile, Demographics and Statistical Analysis

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**There are 76 Health Districts in California; most are hospitals. BCHD is one of 16 Community-based Health Districts.**



- Palos Verdes Health District
- Eden Township Healthcare District
- Sequoia Healthcare District
- Los Medanos Healthcare District
- Peninsula Healthcare District
- Redbud Healthcare District
- Grossmont Healthcare District
- Fallbrook Healthcare District
- Camarillo Healthcare District
- Desert Healthcare District
- Petaluma Healthcare District
- Del Norte Healthcare District
- Marin Healthcare District
- Corning Healthcare District
- Mount Diablo Healthcare District
- Beach Cities Health District

Beach Cities Health District is a public government agency in Southern California and part of the greater South Bay area.



Source: <https://www.achd.org/achd-message>

## Profile, Demographics and Statistics - Continued

### POPULATION SERVED IN THE BEACH CITIES:

<b>City</b>	<b>Population</b>	<b>%</b>
Hermosa Beach	19,314	16%
Manhattan Beach	34,668	28%
Redondo Beach	69,781	56%
	<b>123,763</b>	<b>100%</b>

<b>Age Category</b>	<b>Population</b>	<b>%</b>
Youth (Under 18)	35,552	55%
Adult (18-64)	71,000	29%
Senior (65+)	17,211	16%
	<b>123,763</b>	<b>100%</b>

**Source: US Census Bureau, 2016-2020 American Community Survey**

[U.S. Census Bureau QuickFacts: United States](#)



<b>CITY</b>	<b>AGE YOUTH (UNDER 18)</b>	<b>AGE ADULT (18-64)</b>	<b>AGE SENIOR (65+)</b>	<b>TOTAL</b>
Hermosa Beach	4,462	12,226	2,627	19,314
Manhattan Beach	10,366	18,859	5,443	34,668
Redondo Beach	20,725	39,915	9,141	69,781
<b>TOTAL</b>	<b>35,552</b>	<b>71,000</b>	<b>17,211</b>	<b>123,763</b>
	<b>29%</b>	<b>57%</b>	<b>14%</b>	<b>100%</b>

**Source: US Census Bureau, 2016-2020 American Community Survey**

[U.S. Census Bureau QuickFacts: Redondo Beach city, California; Manhattan Beach city, California; Hermosa Beach city, California; United States](#)

**Other Principal Employers in  
Beach Cities District Vicinity 2022-2023**

	<b><u>Total Employment</u></b>	<b><u>% of Total Employment</u></b>
Hermosa Beach	11,710	17.59%
Manhattan Beach	17,267	25.94%
Redondo Beach	<u>37,596</u>	<u>56.47%</u>
	66,573	100.00%
<hr/>		
Northrop Grumman	9,561	14.36%
Redondo Beach Unified School District	986	1.48%
Skechers USA, Inc.	727	1.09%
Skechers Retail Store	148	0.22%
Manhattan Beach Unified School District	405	0.61%
Target Corporation	241	0.36%
Kinecta Federal Credit Union	550	0.83%
City of Redondo	423	0.64%
City of Manhattan Beach	309	0.46%
City of Hermosa	189	0.28%
Cheesecake Factory	261	0.39%
United States Postal Service	98	0.15%
Marriott Manhattan Beach	233	0.35%
Macy's	242	0.36%
Silverado Beach Cities	140	0.21%
Civic Financial Services	133	0.20%
24 Hour Fitness	24	0.04%
Ralph's Grocery	167	0.25%
Hermosa Beach City School District	58	0.09%
Albertsons Companies, Inc. (Vons retail store)	31	0.05%
Other Employers	<u>51,647</u>	<u>77.58%</u>
<hr/>		
Total Employees	66,573	100.00%



**Direct and Overlapping Property Tax Rates  
Current and Prior Ten Years**

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
<b>City of Hermosa Beach Residents - Total</b>	1.037488%	1.040540%	1.038968%	1.035651%	1.036693%	1.04137%	1.06494%	1.05167%	1.06475%	1.06624%
City of Hermosa Beach *	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Overlapping - Hermosa Beach Residents										
Los Angeles County *	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000
Hermosa Beach Unified School District	0.016904	0.018550	0.017970	0.014729	0.015746	0.014928	0.040245	0.025942	0.039696	0.039111
El Camino Community College District	0.016884	0.018490	0.017498	0.017422	0.017447	0.022942	0.021199	0.022229	0.021555	0.023624
Metro Water District	0.003700	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500
<b>City of Redondo Beach Residents - Total</b>	1.1067%	1.1036%	1.1134%	1.1178%	1.1127%	1.1172%	1.1110%	1.1066%	1.1093%	1.1114%
City of Redondo Beach *	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City of Redondo Direct Rate	0.1858%	0.1875%	0.1578%	0.1580%	0.1581%	0.1583%	0.15871%	0.15883%	0.16317%	0.16331%
Redevelopment Agency	1.003700	-	-	-	-	-	-	-	-	-
Overlapping - Redondo Beach Residents										
Los Angeles County *	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000
Flood Control	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000
Metropolitan Water District	0.003700	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500	0.003500
El Camino Community College District	0.016880	0.018490	0.017500	0.017420	0.017450	0.022940	0.021200	0.022230	0.021550	0.023620
Redondo Beach Unified School District	0.086100	0.081620	0.092420	0.096890	0.091740	0.090790	0.086300	0.080860	0.084280	0.084300
<b>City of Manhattan Beach Residents - Total</b>	1.11970%	1.15891%	1.16402%	1.09278%	1.08753%	1.09412%	1.11931%	1.11857%	1.11721%	1.11560%
City of Manhattan Beach *	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City of Manhattan Beach Direct Rate	0.1593%	0.1595%	0.1601%	0.1606%	0.1613%	0.1619%	0.1625%	0.1629%	0.1633%	0.1456%
Overlapping - Manhattan Beach Residents										
Los Angeles County *	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000
Colleges & School Districts	0.116000	0.155410	0.1605200	0.0892800	0.0840300	0.0906200	0.1158100	0.1150700	0.1137100	0.1121000
Metro Water District	0.003700	0.003500	0.0035000	0.0035000	0.0035000	0.0035000	0.0035000	0.0035000	0.0035000	0.0035000
Flood Control District	0.000000	0.000000	0.0000000	0.0000000	0.0000000	0.0000000	0.0000000	0.0000000	0.0000000	0.0000000

\* Property Tax Assessment for Beach Cities Health District is included in Los Angeles County Property Tax since 2008 rolled into the 1% General Levy

Source: Comprehensive Annual Financial Reports of City of Hermosa Beach, City of Manhattan Beach, City of Redondo Beach

**Demographic Statistics  
Last Ten Years**

Calendar Year	Population			Population Beach Cities Total (1)	Per Capita Personal Income			Per Capita Beach Cities Personal Income Average	Total Beach Cities Income (in thousands) (1) * (2)	Unemployment Rate			Beach Cities Unemployment Rate Average
	City of Redondo Beach (1)	City of Hermosa Beach (1)	City of Manhattan Beach* (1)		City of Redondo Beach (2)	City of Hermosa Beach (2)	City of Manhattan Beach (2)			City of Redondo Beach (3)	City of Hermosa Beach (3)	City of Manhattan Beach (3)	
2012	67,007	19,574	35,423	122,004	44,474	42,564	80,467	55,835	6,812,093	11.2%	4.9%	3.2%	6.4%
2013	67,396	19,653	35,619	122,668	46,530	42,564	82,687	57,260	7,024,011	9.6%	4.5%	2.6%	5.6%
2014	67,717	19,750	35,633	123,100	49,400	46,530	80,386	58,772	7,234,833	8.7%	3.6%	3.4%	5.2%
2015	68,095	19,772	35,297	123,164	53,521	49,400	82,335	61,752	7,605,623	7.4%	3.1%	2.7%	4.4%
2016	68,844	19,801	35,488	124,133	57,160	53,521	83,689	64,790	8,042,577	5.6%	2.2%	2.1%	3.3%
2017	68,907	19,616	35,991	124,514	60,087	55,624	86,192	67,301	8,379,917	5.0%	1.9%	2.6%	3.2%
2018	68,677	19,673	35,922	124,272	63,913	58,419	89,306	70,546	8,766,893	3.9%	2.2%	3.4%	3.2%
2019	68,473	19,847	35,991	124,311	60,087	62,224	94,473	72,261	8,982,879	4.0%	2.2%	2.6%	2.9%
2020	66,994	19,614	35,058	122,462	62,528	65,094	97,557	85,235	10,438,008	13.6%	10.2%	7.3%	10.4%
2021	66,484	19,451	35,058	120,993	66,484	68,272	97,557	77,438	9,369,416	7.4%	7.0%	7.3%	7.2%

\* City of Manhattan Beach Report did not have 2021 data available. 2020 data was utilized.

Source: Comprehensive Annual Financial Reports of City of Hermosa Beach, City of Manhattan Beach, City of Redondo Beach

## BCHD FY2022-23 BUDGET



## AWARDS





Press Release Reference: [GFOA Honors BCHD Press Release Sept2022 Final](#)

The panel of judges included this comment: **“This budget is absolutely outstanding; it is easy for a non-financial person to grasp what this district has gone through and where it is going. Great job team!”**

\*\*

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.

Beach Cities Health District has been awarded the Operating Budget Meritorious Award for 13 consecutive years, 2007-2008 through 2020-2021.

\*\*

Beach Cities Health District has received the Operating Budget Excellence Award for Fiscal Year 2021-2022 for the fourth consecutive year.

\*\*

The effort to seek and attain the Excellence Award reflects the District's commitment to meet the highest standards of governmental budgeting and reporting.

### Government Finance Officers Association

Government Finance Officers Association of the United States and Canada presented a Distinguished Budget Presentation Award to Beach Cities Health District, California for the Annual Budget of the fiscal year beginning July 1, 2021. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the Government Finance Officers Association to determine eligibility for another award.

Beach Cities Health District aspires to continually provide the highest quality document while exhibiting full transparency budgeting that are reflected by the guidelines established from the National Advisory Council on State and Local Budgeting, and the Government Finance Officers Association's best practices on budgeting.



Beach Cities Health District is honored to have been awarded the Distinguished Budget Presentation Award for our FY 21-22 Budget.

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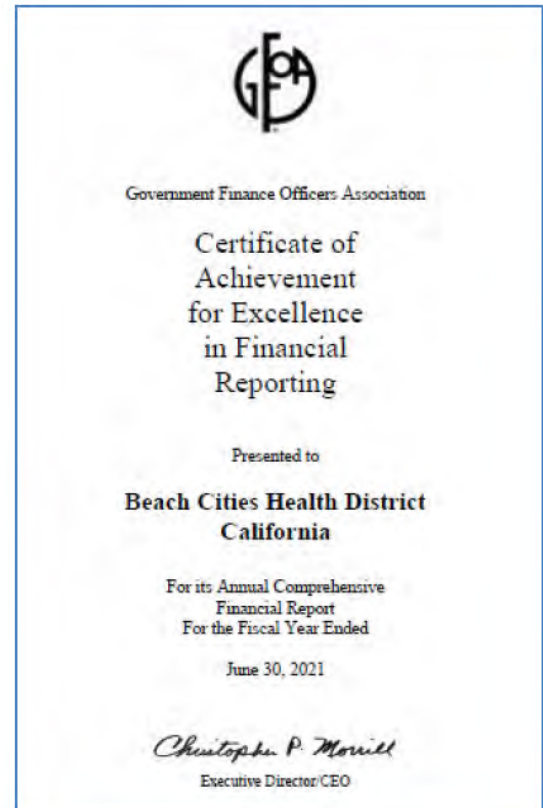
The effort to seek and attain the Distinguished Budget Presentation Award reflects the District's commitment to meet the highest standards of government budgeting and reporting.

## **Government Finance Officers Association Annual Comprehensive Financial Report (ACFR)**

Beach Cities Health District is honored to have been awarded the Annual Comprehensive Financial Report (ACFR), for comprehensive annual financial reporting for the fiscal year ended June 30, 2021.

Government Finance Officers Association established the ACFR program in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles. Preparation of this comprehensive annual report, and in the spirit of full transparency and disclosure, Government Finance Officers Association has awarded BCHD on achievement of this highest form of recognition in governmental accounting and financial reporting.

Beach Cities Health District aspires to continually provide the highest quality document while exhibiting full transparency budgeting that are reflected by the guidelines established from the National Advisory Council on State and Local Budgeting, and the Government Finance Officers Association's best practices on budgeting.



\*\*

The effort to seek and attain the ACFR Award reflects the District's commitment to meet the highest standards of government budgeting and reporting.



# Beach Cities Health District Awards & Successes



Recognized for the 10th time, BCHD is ranked 6th in the Provider/Insurer category.



## HEALTHCARE DISTRICT OF THE YEAR 2021

The District of the Year Award honors healthcare districts that implemented one or more initiatives to improve the health and well-being of their community.



**CERTIFICATE OF  
ACHIEVEMENT  
FOR EXCELLENCE IN  
FINANCIAL REPORTING**  
For its Comprehensive Annual  
Financial Report For the Fiscal  
Year Ended June 30, 2021



Special District Leadership Foundation (SDLF) presented BCHD a Transparency Certificate of Excellence in recognition of its outstanding efforts to promote transparency and good governance in 2021.



**ADVENTUREPLEX**  
voted "Best Kids Entertainment"  
and "Best Kids Camp" in 2021



Monica Suua, BCHD CFO  
named Public Service CFO  
Finalist in 2021



The Beach Cities have been a nationally certified Blue Zones Community® since 2016, and has been published in BMJ Open on the impacts of the District's efforts in the community.



B-Well Together, presented in partnership with BCHD and BeachLife Festival: A three-month program offering mental health tools to increase happiness during the COVID-19 Pandemic and that featured celebrity and local luminary appearances for community engagement.



BCHD is the only certified medical fitness facility in the State of California.

# BCHD FY2022-23 BUDGET



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Beach Cities Health District  
California**

For the Fiscal Year Beginning

**July 01, 2021**

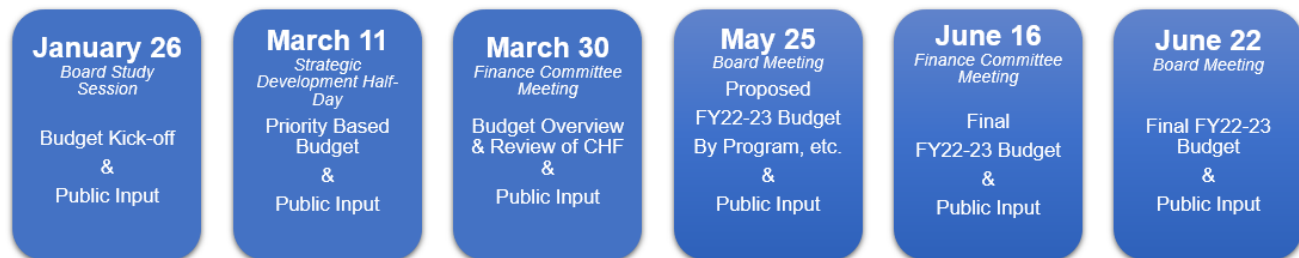
*Christopher P. Morrell*  
Executive Director

## BUDGET MESSAGE

## **BUDGET MESSAGE** **FY 2022 - 2023**

### **Executive Summary**

To ensure a robust and transparent budget process, the District expanded the number of public meetings, increasing the opportunities for public input and engagement in developing the District Budget. The Board approved a balanced budget June 22, 2022.



Like many organizations, the District had to make adjustments to recover from the COVID-19 pandemic. While the District has been successful in receiving COVID-19 assistance and reimbursement for much of its direct disaster expenditures and some lost revenues both from the State of California and FEMA, the aftermaths, like increasing demand for health services, the accelerated increase in inflation, changes in service delivery and a tightening job market resulting from the Pandemic remain challenging.

Some expenditures the District intended to include in the FY22-23 Budget but had to forego were a \$500,000 compensation increase to staff to pay at 50% of market paygrade. Instead, the District average compensation remains around 48% of the market paygrade of similar industries. Another was cutting \$138,000 by postponing the bi-annual Gallup Health Survey to be executed in 2024 when the next District Health Priorities will be updated. These were trade-offs made to maintain current programs and services and continue supporting the District cities, schools, and partners with direct funding of more than \$1 million.











In addition, the District continues to see diminished income from leases at the main Campus from the former hospital building built in 1959 and redeveloped in the 80's to Medical Office Space, where increased maintenance costs and lost tenants is resulting in less lease income.

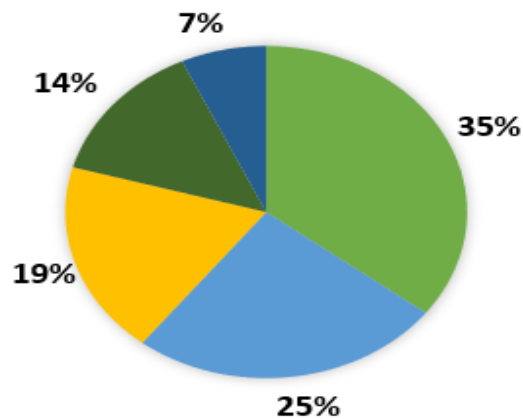
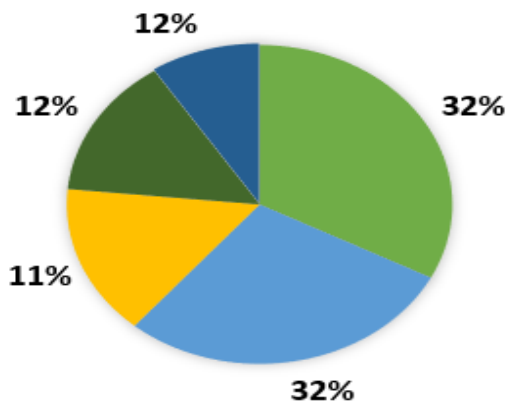
In anticipation of this shift in funding sources, the District is relying more on grant funding. In the FY22-23 Budget, grant funding has increased to 9% from 1% in FY18-19 due to the \$2 million, four-year allcove Beach Cities Youth Wellness Center grant from the California Mental Health Services Oversight and Accountability Commission in June 2021.

A further shift in funding comes from the slow recovery of income from Joint Ventures and District Health and Fitness Operations user fees, both affected by the COVID-19 Pandemic. While recovery is happening, funding from property taxes is becoming a larger portion and in FY22-23 Budget increased to 32% from 25% of the District's total funding sources when compared to FY18-19 funding sources. Due to this shift in funding sources, the return (Operating Expenditures divided by Property Taxes) on each \$1 of property tax collected is now \$3.12, a decrease of \$0.55 from the FY18-19 return of \$3.67.



### INCOMING FUNDING TREND

<b>2022-2023</b>				<b>2018-2019 A</b>			
Leases	4,765,000	32%		Leases	5,326,000	35%	
Property Tax	4,751,000	32%		Property Tax	3,793,000	25%	
User Fees	1,701,000	11%		User Fees	2,826,000	19%	
Partnership	1,825,000	12%		Partnership	2,071,000	14%	
Other (Grants, etc.)	1,809,000	12%		Other (Grants, etc.)	1,036,066	7%	
<b>Total Revenue</b>	<b>\$ 14,851,000</b>	<b>100%</b>		<b>Total Revenue</b>	<b>\$ 15,052,066</b>	<b>100%</b>	



With anticipated remaining COVID-19 recovery reimbursements, the District maintains a balanced budget for the FY22-23 budget. The District uses only one Fund, the General Fund, for all its operations.

<b>TOTAL BCHD - CONSOLIDATED</b>	<b>FY22-23 BUDGET</b>	<b>FY21-22 BUDGET</b>	<b>VARIANCE To FY21-22 Budget</b>	<b>FY21-22 Pre-audited</b>	<b>FY20-21 ACTUALS</b>
TOTAL REVENUES	14,533,000	13,324,000	1,209,000 9%	12,676,000	12,716,000
TOTAL EXPENSES	14,851,000	13,534,000	(1,317,000) -10%	13,411,000	13,823,000
<b>CASH OPERATING INCOME</b>	<b>(318,000)</b>	<b>(210,000)</b>	<b>(108,000) -51%</b>	<b>(735,000)</b>	<b>(1,107,000)</b>
<b>COVID-19 Reimbursement and Estimates</b>					
FY22-23	18,000		18,000		
FY21-22	300,000	210,000	90,000		
FY20-21	-	-	-	1,724,000	
FY19-20	-	-	-	519,000	
<b>CASH OPERATING BUDGET</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,508,000</b>	<b>(1,107,000)</b>

\*) Excludes non-cash Unrealized Gains & Losses, and Notes Receivable Amortization impacts.

The District has many reasons to celebrate the accomplishments of FY21-22, such as concluding the major COVID-19 emergency measures, like the Vaccinations and Testing Operations ([COVID-19 Update](#)), completing the Community Health Report ([District Health Priorities](#)) that establishes Health Priorities for the next 3-Years (2022-2025), and applying for Capital Expenditure funding of the allcove

Beach Cities youth wellness center ([allcove YWC](#)) and being awarded \$1 million from the \$1.5 trillion omnibus spending package approved by President Biden in March 2021, supported by local Congressman Ted Lieu of California's 33<sup>rd</sup> Congressional District.

*"I am pleased that the Community Project Funding that I fought for has passed and has become law," Rep. Lieu said. "Millions of dollars will go directly to projects in Los Angeles County, and I am proud to have worked alongside so many local leaders, like Tom Bakaly at BCHD, to help ensure our community has the resources it needs for a healthier, safer, and more resilient future."*

Also, in FY21-22, the District reached three major milestones in its redevelopment plans toward creating the Healthy Living Campus (HLC) and replacing the 60-year-old hospital building with two acres of open space, a Residential Care Facility for the Elderly (RCFE), a Program of All-Inclusive Care for the Elderly (PACE) and the allcove Beach Cities youth wellness center (Phase I):

1. The District Board, in a unanimous, 5-0 vote, voted to certify the Final Environmental Impact Report (EIR) for the District's Healthy Living Campus Master Plan, verifying the document complies with the California Environmental Quality Act (CEQA).
2. The Board approved the plans for Phase I of the Healthy Living Campus Master Plan ([Healthy Living Campus](#)), also by a unanimous vote of 5-0.
3. The District completed a Request for Proposal (RFP) process to select a developer, operator, and design/build team for the Healthy Living Campus project. Assisted by Cain Brothers, a financial advising firm, and an Advisory Working Group consisting of two community members, one board member and staff, the Board voted 5-0 to select PMB/Watermark and its design/construction team: PMB has developed more than 100 health care projects; Watermark, the ninth largest senior living operator in the U.S.; Callison RTKL, a multinational design-build architecture firm has worked on more than 100 projects in and around Los Angeles; and Suffolk Construction, with 39 years of general contracting experience across the U.S., including the design of more than 800 senior living units in California.

The FY22-23 Operating and Capital budget, which provides funding for all District programs and services ([Beach Cities Health District](#)), includes Capital funds for investment in information technology infrastructure and business development software, like Priority Based Budget software and the continued investment in the Healthy Living Campus.

The FY22-23 major programs and services supporting BCHD's vision of "A Healthy Beach Community" include:

- Opening of "allcove Beach Cities"
- Health & Fitness Operations Recovery
- Mental Health Focus Workshops and First Aid Training
- Promote COVID-19 Public Health Information and Reengage in Community Events
- Provide Meaningful Volunteer and Engagement Opportunities

## **FY22-23 Budget Overview**

The District budget serves BCHD's vision of "A healthy beach community" and mission "To enhance community health through partnerships, programs and services for people who live and work in Hermosa Beach, Manhattan Beach and Redondo Beach," by focusing on board-approved health priorities identified and updated every three years, based on a data-driven strategic planning process that critically analyzes the community needs assessment and various health data sources like the California Healthy Kids Survey, Gallup-Sharecare Well-Being Index (WBI), Los Angeles County Health Survey, U.S. Census Bureau, etc., to establish the [District's Health Priorities](#). In February 2022, the Board approved the updated Health Priorities shown below.



**Physical and  
Brain Health**



**Mental Health**



**Public Health  
and Safety**



**Substance Use**

The purpose of this message is to summarize the District's FY22-23 revenues and expenditures and the resulting fund financial position, including ongoing capital investments that provide for the District's long-term ability to deliver services and programs, highlighting major challenges, trends, and changes in this year's budget.

It reviews the District's FY22-23 priority programs and services, identifying shifts, funding sources and expenditures supporting those priorities. Further, this message highlights the economic and legislative matters affecting the District. Finally, a summary of the long-term financial outlook and strategies about how those are tied to the District's health goals and community impact is included.

This message also presents the District's commitment and achievements to transparency and excellence throughout the organization, from financial reporting, programs, and service deliveries to worksite culture.

The District developed the FY22-23 budget collaboratively with involvement from the Board, Community and BCHD Staff, holding six public meetings between January and June 2022. The Priority Based Budget (PBB) was updated by all departments, budgeting costs for each program and service. Each program and service will be scored in Q1 of 2023 based on collected performance outcomes and agreed-upon attributes to drive future trade-off discussions for budgeting and strategic development of the District.

With a collaborative budget process, the District can maximize synergies among departments to ensure staff collectively stay on course with the BCHD strategic plan. The District's Strategic Plan is developed around four strategies:

**A. PROGRAMS & SERVICES**

Provide all residents with enhanced health services of demonstrated effectiveness ranging from prevention and education to intervention

**B. PEOPLE & PARTNERSHIPS**

Improve the capacity of the district and its partners to assess and respond to individual and environmental factors that affect community health

**C. TRANSPARENCY**

Further the District's standing as a trusted and valued community resource

**D. PHYSICAL ASSETS, INFRASTRUCTURE & FINANCIALS**

Develop and manage District assets to increase value and maximize efficiencies

*The annual budget executes the strategic plan with its programs, services, and capital investments, that are tied to the Health Priorities to achieve the District's vision of "a healthy beach community."*

More detailed information and data about the District, its health priorities, and priority programs and services are contained throughout the budget report. Refer to the **Table of Contents** to read about specific topics. District-wide and department financial statements, capital investments and Healthy Living Campus development, performance measures, accomplishments and the long-term financial outlook with a risk-assessment presentation and District 2022-2023 full Strategic Plan and supplementary information provide more detailed information supporting the message.

The District's Annual Budget presented herein is the guide for the execution of programs and services and financial investments for the year July 1, 2022, through June 30, 2023.



## **FY22-23 Budget Financial Summary**

The FY22-23 budget provides for programs and services in the current year and invests in the necessary infrastructure of capital assets to provide security to maintain and improve the District's ability to deliver and pay for future programs and services.

This year's budgeted revenue increased 10% to \$14.8 million compared to the prior year's \$13.5 million, including conservatively estimating the anticipated funding for existing or modified COVID-19 programs and services within a balanced budget. The District's budget this year projects programs, services and building operations for a total delivery cost of \$14.8 million on a property

Beach Cities Health District will leverage \$4.7 million from Property Taxes to provide \$14.8 million in programs, services and investments to the community in 2022-23

tax base of \$4.7 million. The return on each \$1.00 in property tax of \$3.12 is made possible by the diversified portfolio of the District's other funding sources of leases, user fees, public-private partnerships, and investment income. As noted, the reliance on property taxes has been increasing due to shifts in revenues caused by the COVID-19 pandemic and District's old infrastructure.

Beach Cities Health District	FY22-23 FINAL BUDGET			FY21-22 FINAL BUDGET		VARIANCE	
REVENUE							
Health and Fitness	1,701,000	11%	1,332,000	10%	369,000	28%	
Property Tax	4,751,000	32%	4,500,000	33%	251,000	6%	
Lease	4,765,000	32%	4,626,000	34%	139,000	3%	
Interest	497,000	3%	677,000	5%	(180,000)	-27%	
Limited Partnership	1,825,000	12%	1,899,000	14%	(74,000)	-4%	
Donations & Other	994,000	7%	290,000	2%	704,000	243%	
COVID-19 Funding	318,000	2%	210,000	2%	108,000	51%	
TOTAL REVENUES	\$ 14,851,000	100%	\$ 13,534,000	100%	1,317,000	10%	
EXPENSES							
Health & Fitness	2,191,000	15%	2,141,000	16%	(50,000)	-2%	
Payroll	5,555,000	37%	5,125,000	38%	(430,000)	-8%	
Operations	2,714,000	18%	2,139,000	16%	(575,000)	-27%	
Building Operations	2,872,000	19%	2,681,000	20%	(191,000)	-7%	
Health Funds and Grants	1,519,000	10%	1,448,000	11%	(71,000)	-5%	
TOTAL EXPENDITURES	\$ 14,851,000	100%	\$ 13,534,000	100%	(1,317,000)	-10%	
Cash Operating Income	\$ -		\$ -		\$ -		
Capital Investments	5,825,000		7,500,000		1,675,000	22%	
Non-Cash	619,000		544,000		(75,000)	-14%	
Cash Operating Income	\$ (6,444,000)		\$ (8,044,000)		\$ 1,600,000	-25%	

Having a well-diversified portfolio of revenues allows the District to leverage property tax dollars to provide residents more services, be resilient during difficult economic times and invest in and develop partners in the community to inspire collaboration and future growth. The FY22-23 District Capital Investment budget reflects the investment of the remaining Healthy Living Campus pre-development

budget, which we believe will conclude in FY22-23. When the Developer/Operator comes onboard, most of the financial obligations will shift to them. Investing in the long-term income-producing assets will ensure lasting preservation of the District's principal or net position, reduced from \$61M to \$57M and fund balance, reduced from \$40M to \$35M, for FY19-20 and FY20-21, respectively, and as shown on pages 23 and 24 in the Audited Financial Statements [FY20-21 BCHD Audited Financial Reports](#).

### **Capital Investment Expenditures**

The District is continuing its investment in Information Technology infrastructure, moving from onsite physical servers to cloud-based technology, investing in cyber security measures and business development tools, including Priority Based Budgeting software to prepare, manage and communicate programs and services offered, cost of those programs, outcome metrics, trade-offs, and benefits to the Community more efficiently and effectively. The approved FY22-23 Information Technology funding, including prior years' carry-over as of March 2022, are:

• Network Refresh, Firewalls, etc.	\$ 52,000
• Cloud Based Project	50,000
• Workstations (Desktops, Laptops) Refresh	35,000
• Priority Based Budget (PBB) Software	45,000
• Priority Based Budget (PBB) Financial Reporting	<u>10,000</u>
<b>Total District Information Technology Budget</b>	<b>\$192,000</b>

The District's Capital budget further includes investments in Community real estate assets:

• Reserve for relocation of Center for Health & Fitness Operations	\$1,000,000
• allcove Beach Cities – temporary space	500,000
• District Campus and other owned building contingency	225,000
• Community Senior and Scout House share	<u>150,000</u>
<b>Total District Investment in Building Budget</b>	<b>\$1,875,000</b>

The District's investment in community real estate assets, plus the continued investment in the Healthy Living Campus (HLC), will preserve the principle (net position) of the District and continue supporting the District's Health Priorities, create new shared space at the Senior Community and Scout House and will ensure funding of critical preventive health programs and services in the District for years to come.

With the approaching finalization of the preferred Development Partners, who will be taking over most of the remaining pre-development costs, the District was able to reduce the Healthy Living Campus budget by \$2.6 million from \$16,050,000 to \$13,400,000. Since FY16-17, the inception of the project, the District has invested \$9,500,000 and expects to spend the remaining \$3,900,000 in FY22-23. The major obligations remaining are to pay the financial advisors and legal fees to conclude the negotiations with the Developer/Operator.

### **Fund Balance, Net Position and Cash Projections and Future Outlook Summary**

In the FY22-23 budget, the District Fund balance, is projected to decrease by \$6.4 million due to its investments in long-term real community property assets, like the allcove Beach Cities youth center, the Scout House and development of the Healthy Living Campus.

TOTAL BCHD	FY22-23	FY21-22	FY21-22	FY20-21	FY19-20
	BUDGET	BUDGET	ACTUAL (Pre-audited)	ACTUAL	ACTUAL
TOTAL REVENUES	\$14,851,000	\$13,534,000	\$14,919,000	\$12,716,000	\$14,027,000
TOTAL EXPENSES	\$14,851,000	\$13,534,000	\$13,411,000	\$13,823,000	\$13,818,000
FY19-20 COVID-19 Assigned Fund Balance	0	0	0	0	300,000
OPERATING CASH	\$0	\$0	\$1,508,000	(\$1,107,000)	\$509,000
Non-Cash	(619,000)	(543,566)	(2,022,000)	(445,000)	590,000
Capital Investments	(5,825,000)	(7,500,000)	(3,091,000)	(3,340,000)	(2,528,000)
FUND BALANCE CHANGE	(\$6,444,000)	(\$8,043,566)	(\$3,605,000)	(\$4,892,000)	(\$1,429,000)
FUND BALANCE	\$25,207,000		\$31,651,000	\$35,256,000	\$40,148,000
NET POSITION - EQUITY	\$56,000,000		\$57,000,000	\$57,981,000	\$60,901,000
CASH BALANCE	\$15,722,000		\$21,547,000	\$24,638,000	\$28,056,000

The District is estimating a continued decline in fund balance in the next three to five years if it does not do anything or ignores the aging property at 514 N. Prospect Avenue in Redondo Beach. Operating surplus will start to decline due to the expiring of the notes receivable (NR) income, loss of major tenant income and high building maintenance costs. In addition, the District will have to start tending to currently deferred major building infrastructure matters to keep the building occupied, but with diminished return on the required infrastructure investments (ROI) that will lessen the District's ability to deliver its programs and services.

In summary, the year 2024-2025 will be a year when higher losses will begin unless the District is able to replace the approximately \$440,000 of NR net cash income and anticipated loss in lease income from tenant non-renewals of leases.

The following table illustrates the continued decline in fund balance, assuming current program and service levels, and the investment in the Healthy Living Campus is stopped, which will also cause a major reduction in the District's \$60 million net position, as the capital investments completed will have to be written off and deferred major building infrastructure must be addressed.

<b>Fund Balance</b> (Incl. restricted cash)	<b>Budget *</b>	<b>Projected without Healthy Living Campus Phase I</b>			
	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
<b>Beginning Balance</b>	<b>\$ 31,650,992</b>	<b>\$ 30,382,464</b>	<b>\$ 28,664,801</b>	<b>\$ 26,848,588</b>	<b>\$ 24,839,588</b>
Operations	-	(263,000)	(679,000)	(1,127,000)	(1,200,000)
Non-Cash NR Amort	(618,528)	(699,663)	(321,213)	0	0
Capital Spend	(650,000)	(755,000)	(816,000)	(882,000)	(800,000)
<b>Ending Balance</b>	<b>\$ 30,382,464</b>	<b>\$ 28,664,801</b>	<b>\$ 26,848,588</b>	<b>\$ 24,839,588</b>	<b>\$ 22,839,588</b>

*\* Beginning Fund Balance is based on actual FY21-22 pre-audited financials.*

Therefore, the District is continuing to plan on investing in the Healthy Living Campus ([Healthy Living Campus](#)). With the Environmental Impact Report (EIR) certified, the Phase I project of the Master Plan approved, including facilities for Residential Care for the Elderly (RCFE), Program of All-inclusive Care for the Elderly (PACE), the allcove Beach Cities and the District Community Services programs, selection of the preferred developer/operator, the District is negotiating final contractual obligations for a ground lease and design/build construction agreement. As the District cannot independently fund the construction and operate the programs, the intent is to enter into a long-term ground lease, which will replace the 514 N. Prospect Avenue rental income. Based on the current proposed ground lease terms, the District will receive an annual ground lease payment of \$1.5 million (escalated every 5 years) and be reimbursed \$8.5 million of pre-development costs but will have to incur tenant improvement costs and anticipated lost tenant lease revenues in the last year before the old hospital building is vacated and demolished.

<b>Fund Balance</b> (Incl. restricted cash)	<b>Budget *</b>	<b>Projected Healthy Living Campus Phase I</b>			
	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
<b>Beginning Balance</b>	<b>\$ 31,650,992</b>	<b>\$ 25,207,279</b>	<b>\$ 24,894,616</b>	<b>\$ 31,494,403</b>	<b>\$ 27,423,403</b>
Operations	-	(263,000)	(679,000)	(1,127,000)	0
Non-Cash NR Amort	(618,528)	(699,663)	(321,213)	0	0
Capital Spend	(5,825,184)	650,000	7,600,000	(2,944,000)	(150,000)
<b>Ending Balance</b>	<b>\$ 25,207,279</b>	<b>\$ 24,894,616</b>	<b>\$ 31,494,403</b>	<b>\$ 27,423,403</b>	<b>\$ 27,273,403</b>

*\* Beginning Fund Balance is based on actual FY21-22 pre-audited financials.*

Based on the current capital inflow and outflow assumptions and maintaining current programs and service levels, Phase I is planned to be completed in fiscal year 2026-27 and the fund balance is anticipated to improve by around \$5 million if the District moves forward with the preferred developer/operator.

The District Principal Preservation Policy #6130 demonstrates the Board's commitment to ensure sufficient funds are in reserve for maintaining the District's Programs and Services by requiring unrestricted reserve to equal a minimum of six (6) months of operating expenditures. Further, the District's remaining available fund balance shall be designated "Committed Fund Balance" to be used for prudent long-term protection of District assets and ensure continued return on investments.

Please see the District's long-term financial outlook and Healthy Living Campus and other capital investments and expenditures sections for more information.



### **Major Changes and Impacts in the Annual Budget Funding Sources and Expenditures**

The District has four major sources of funding: Property Lease Income; User Fees from Health and Fitness Operations; Property Taxes and Limited Partnerships; plus, interest income and more recently growing funding from grants. All are accounted for in the General Fund.

To be able to improve its message and demonstrate how the District's programs and services are funded, the summary operating statements below are broken up into two parts: District Health Programming and Other Revenue Sources. The District Health Programming section illustrates the costs of the District's primary activities, net of direct revenues associated with those activities, followed by the second section illustrating Other Revenues Sources required to maintain the current level of programs and services.

	<b>FY22-23 Budget</b>	<b>FY21-22 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>
<b>District Health Programming</b>				
<b>Revenues</b>				
Allcove, JDP, DFC - Grants	938,000	228,000	711,000	76%
Community Services	47,000	47,000	0	%
<b>Life Span Revenue - Total</b>	<b>985,000</b>	<b>275,000</b>	<b>711,000</b>	<b>72%</b>
<b>Expenses</b>				
Community Services (incl. Testing Exp.)	1,647,000	1,345,000	(302,000)	(18%)
Allcove, JDP, DFC - Expenditures	1,072,000	175,000	(897,000)	(84%)
Health Grants, Well Being, Youth, etc.	2,602,000	2,954,000	352,000	14%
<b>Direct Life Span Expenses</b>	<b>5,321,000</b>	<b>4,474,000</b>	<b>(847,000)</b>	<b>(16%)</b>
<b>Other Programs &amp; Services</b>				
Com, IT, Volunteer	2,041,000	2,035,000	(6,000)	(%)
Support Services	2,424,000	2,203,000	(221,000)	(9%)
<b>Net Program Costs</b>	<b>(8,801,000)</b>	<b>(8,437,000)</b>	<b>(227,000)</b>	<b>3%</b>
Revenues - CHF	1,077,000	926,000	151,000	14%
Revenues - APLEX	623,000	405,000	218,000	35%
<b>Health &amp; Fitness Operations Revenues</b>	<b>1,700,000</b>	<b>1,331,000</b>	<b>369,000</b>	<b>22%</b>
Expenses - CHF	1,206,000	1,277,000	70,000	6%
Expenses - APLEX	806,000	683,000	(123,000)	(15%)
<b>Health &amp; Fitness Operations Expenses</b>	<b>2,012,000</b>	<b>1,960,000</b>	<b>(53,000)</b>	<b>(3%)</b>
Expenses - Fitness Administration	179,000	181,000	3,000	2%
<b>Net Health &amp; Fitness Operations</b>	<b>(491,000)</b>	<b>(810,000)</b>	<b>419,000</b>	<b>85%</b>
<b>Total Net District Programming</b>	<b>(9,292,000)</b>	<b>(9,247,000)</b>	<b>(45,000)</b>	<b>-0.5%</b>

The second section, Other Revenue Sources, illustrates the sources of District funds to operate its programs and services.

<b>Other Revenue Sources</b>				
Property Tax	4,751,000	4,500,000	251,000	5%
Interest	498,000	677,000	(180,000)	(36%)
Limited Partnership	1,825,000	1,899,000	(74,000)	(4%)
Donations and Other	327,000	225,000	102,000	31%
<b>Total Other Fund Income</b>	<b>7,401,000</b>	<b>7,301,000</b>	<b>99,000</b>	<b>1%</b>
<b>Real Property Operations</b>				
Campus Revenues	4,026,000	3,907,000	119,000	3%
Campus Expenses	2,645,000	2,461,000	(184,000)	(7%)
<b>Net Income - Campus</b>	<b>1,381,000</b>	<b>1,446,000</b>	<b>(65,000)</b>	<b>(5%)</b>
Off-Campus Revenues	739,000	720,000	19,000	3%
Off-Campus Expenses	229,000	220,000	(9,000)	(4%)
<b>Net Income - Off-Campus Properties</b>	<b>510,000</b>	<b>500,000</b>	<b>10,000</b>	<b>2%</b>
<b>Property Net Funds</b>	<b>1,891,000</b>	<b>1,946,000</b>	<b>(55,000)</b>	<b>(3%)</b>
<b>TOTAL REVENUES</b>	<b>14,851,000</b>	<b>13,534,000</b>	<b>1,317,000</b>	<b>9%</b>
<b>TOTAL EXPENSES</b>	<b>14,851,000</b>	<b>13,534,000</b>	<b>(1,317,000)</b>	<b>(9%)</b>
<b>OPERATING INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>%</b>

The major changes are the funding shifts in FY19-20 and the COVID-19 Pandemic causing multi-year diminished revenues in Health and Fitness Operations, limited partnerships, and tenant lease revenues, illustrated in the comparison of revenue source from FY18-19 to FY21-22. Compounded by the effects of losing a major tenant before the pandemic due to the District's outdated 60-year-old building.

In the FY22-23 Budget year, two of the four sources of funding are still experiencing effects from the COVID-19 Pandemic. As recovery is still happening in Health & Fitness Operations User Fees and Joint Venture Income, the FY22-23 budget shows improvements to the prior year but are still lagging in revenues compared to FY18-19. The joint venture income from both Sunrise Assisted Living (80% JV) and the Surgery Center (5% JV) that also experienced health and operational hardship due to COVID-19 have just recently achieved 80% to 90% occupancy levels, still slightly below "normal" occupancy averages in the mid-to-high 90% range for Sunrise Assisted Living and come-back in elective surgeries while also not completely back to normal levels.

Therefore, property taxes have increased as a component of total revenues and remain strong in the District. In addition, the District was successful in being awarded two major grants and the focus on obtaining grant income continues to grow. The District has recently been awarded two major operating grants for funding of youth health and wellness programming. (1) A five-year, \$125,000 annual grant for Drug-Free (DFC) Communities support program by the Department of Health and Human Services (HHS) awarded in 2019; and (2) A four-year \$2 million (\$30,000 and \$704,000 in the FY21-22 and FY22-23 Budget, respectively) for the allcove Beach Cities youth wellness center from the California Mental Health Services Oversight and Accountability Commission awarded in 2020, which started funding in January 2022. This shift towards operating programs that are grant supported is creating the need for organizational infrastructure to ensure sustainability of such programs. Thus, the District is revising its Chief Operations & Innovation Officer position to Chief of Partnerships Development, who will explore and drive grant opportunities more purposely and focused.

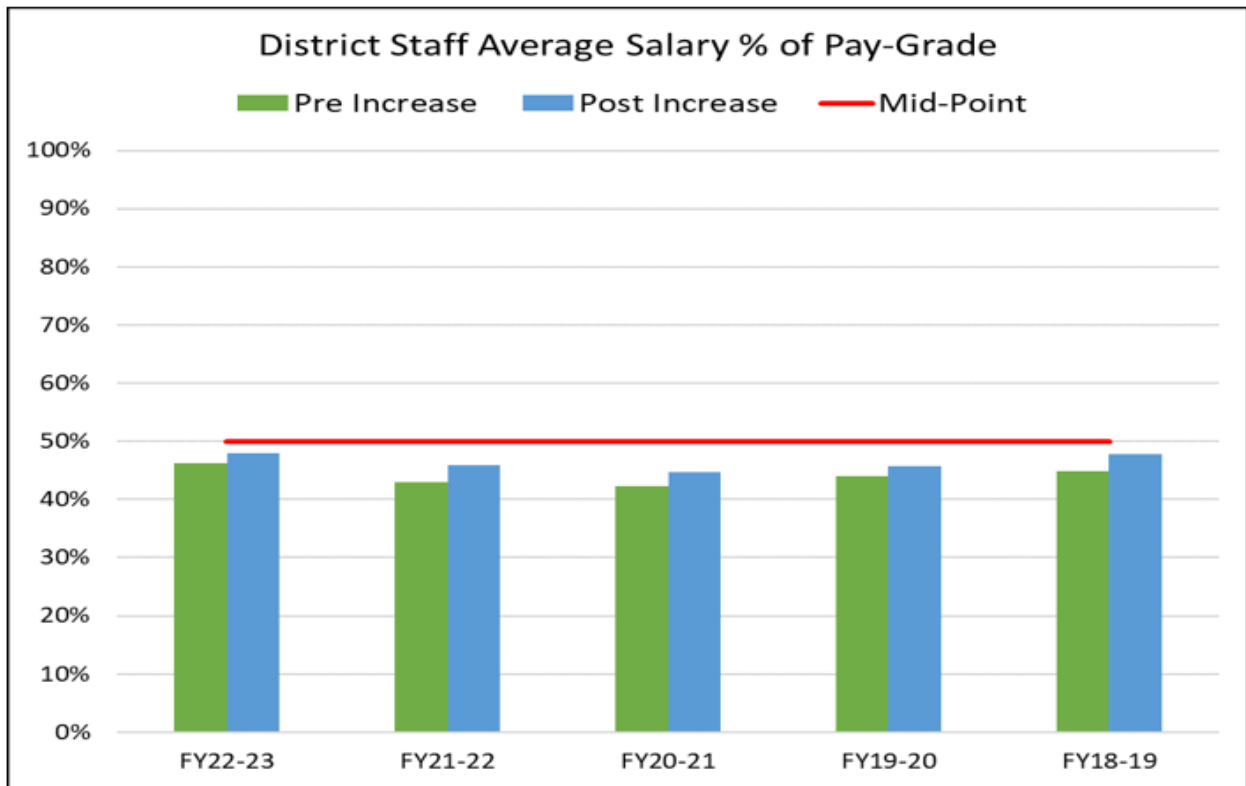
Total revenue fund sources are increasing by \$1,300,000, or 10 %, mainly due to: the opening of the allcove Beach Cities Youth Wellness Center (\$704,000) and its ability to draw funds for grant-eligible expenditures; Health and Fitness Operations' user fees improved revenues of \$369,000; and a property tax increase of \$251,000 (6% year-over-year). Also, conservatively accounting for a \$318,000 reimbursement from FEMA for COVID-19 eligible expenses and a minor increase of lease income from remaining tenants via annual contractual rent increases.

These revenue increases are offset by a reduction in the budget from Sunrise Assisted Living and the Surgery Center joint ventures, due to FY21-22 budget being too high from anticipating a faster recovery than what has occurred. The major reduction is in interest income from the District's Investment portfolio that have been reduced by about \$4,500,000 year over year, or \$8,000,000 from FY19-20 contributed to the investment in the Healthy Living Campus.

<b>BCHD Investment Portfolio Performance</b>				
<b>Fiscal Year - Actual</b>	<b>FY19-20</b>	<b>FY20-21</b>	<b>FY21-22</b>	<b>Portfolio Change</b>
Portfolio - @ Cost	\$ 22,426,035	\$ 19,543,183	\$ 16,007,371	\$ (3,535,811)
Cost to Market Valuation	840,901	207,889	(847,250)	(1,055,139)
Portfolio - @ Market *	23,266,936	19,751,072	15,160,121	(4,590,950)
US Bank Money Market	73,617	111,541	163,264	51,723
<b>Managed Portfolio - @ Market</b>	<b>\$ 23,340,553</b>	<b>\$ 19,862,613</b>	<b>\$ 15,323,385 *</b>	<b>\$ (4,539,227)</b>
CAMP & LAIF *	2,584,990	236,640	1,615,466	1,378,826
<b>Total Value - @ Market</b>	<b>\$ 25,925,543</b>	<b>\$ 20,099,252</b>	<b>\$ 16,938,851</b>	<b>\$ (3,160,401)</b>

Before the FY22-23 Budget was finalized, the District staff made adjustments to its proposed budget of \$1,165,000; \$255,500 in revenue additions, \$497,400 in staff deductions for payroll mid-point adjustments, and \$412,100 in other expenditures to arrive at the balanced budget. This first draft included staff pay adjustments to average market rates, a Well-Being Index measurement, increases in the Health Fund, etc. all removed from the Budget. After the adjustments, the resulting total expenditures increased by 10%, or \$1,300,000.

To maintain progress in keeping up with market wage rates and maintain competitive and not to lose staff due to pay, the District was able to include and provide a 3% merit increase for all employees and move the group exercise instructor staffing to mid-point (average of its market wage rates), ensuring that the Health & Fitness hourly staff maintain market rates. The Budget also includes the last major enacted minimum wage rate requirement in Los Angeles County, effective January 2022. Even with an 8% increase in Payroll and related wages, the District continues to trail average rate of pay in its industry and like organizations.



***FY22-23 = 48% (Exempt Staff 46.2% / Hourly & Part-Time Staff 48.9%)***

In addition, due to the Healthy Living Campus project's continued community collaboration, transparency and to be able to respond to continued questions and requests for Public Records, the District is including \$30,000 for a part-time staffer, offset with additional lease revenue projected from temporary leasing out the empty lot at the corner of Beryl and Flagler during the year.

Other major expense increases include the biennial Board election expense of \$313,000, outside services for Clinical and Mental Health providers at the new allcove Beach Cities center of \$300,000, and \$204,000 in property expenditures, mainly due to increased utility costs from rate increases and hot summer months, engineering services and janitorial services.

Even with these constraints, the District was able to get back to more normal levels of direct funding for partnership and the District's schools and cities and added some new, important initiatives, like \$50,000 for the City of Redondo Beach Homelessness Services, \$20,000 for Critical Incident Response work and support for the local South Bay Bicycle Coalition of \$12,000.



The District Service Partnership Agreements	FY22-23 Proposed	FY21-22 Awarded	FY20-21 Awarded	FY19-20 Awarded	FY18-19 Awarded
City of Manhattan Beach Fire Services	29,400	29,400	29,400	29,400	29,400
City of Redondo Beach Fire Services	58,000	58,000	58,000	58,000	48,000
City of Redondo Beach Domestic Violence Advocacy	39,800	39,800	39,800	39,800	39,800
City of Redondo Beach Homelessness Services (NEW)	50,000	-	-	-	-
Critical Incident Response Team (NEW)	20,000	-	-	-	-
Hermosa Beach City School District	109,900	109,900	109,900	100,100	100,100
Manhattan Beach Unified School District	210,500	210,500	210,500	210,500	210,500
South Bay Bicycle Coalition + (NEW)	12,000	-	-	-	-
Redondo Beach Rotary Vision to Learn	4,000	4,000	4,000	4,000	-
Redondo Beach Unified School District	412,000	412,000	412,000	412,000	412,000
	<b>945,600</b>	<b>863,600</b>	<b>863,600</b>	<b>853,800</b>	<b>839,800</b>

Annually, in compliance with AB 2019, BCHD completed a competitive grant award process for the fiscal year 2022-2023 budget. Eleven non-profit organizations submitted applications for a combined total of \$275,900. The District established a six-member ad hoc staff committee to review and score the applications, according to a rubric establishing specific grant guidelines as well as a process for accepting and reviewing grant applications.

<i>If Applied</i>			FY21-22 Awarded	FY20-21 Awarded	FY19-20 Awarded	FY18-19 Awarded
The District Grant Partners	FY22-23 Proposed	FY22-23 Requested				
The Salvation Army - Meals on Wheels	55,000	55,000	45,000	50,000	55,500	58,000
Manhattan Beach Community Counseling Center	14,700	14,700	10,000	8,200	8,200	-
South Bay Children's Health Center - Summer Programs	27,500	27,500	25,000	25,000	20,200	-
Our Village	11,100	11,100	11,000	11,100	-	-
Manhattan Beach CERT	5,000	6,500	5,000	5,500	11,100	-
Jimmy Miller Foundation	10,000	10,000	-	-	-	-
South Bay Parkland Conservancy	10,000	10,000	-	-	-	-
Micro Enrichment Grants	20,000	45,000	12,000	26,400	45,000	45,000
Cancer Support - Wellness Community	-	25,000	-	20,000	26,200	45,400
Caring House	-	20,000	-	-	-	-
Indivisible Arts	-	31,100	-	-	-	-
Providence Trinity Care Hospice	-	20,000	-	-	-	-
	<b>153,300</b>	<b>275,900</b>	<b>108,000</b>	<b>146,200</b>	<b>166,200</b>	<b>148,400</b>

In summary, with the 10% increase in revenue over last year's budget, the FY22-23 expenditure budget includes support for reduced homelessness initiatives, allcove Beach cities, a 3% CPI increase in staff wages, election expenditures, increased building maintenance and utilities, plus a new Chief of Partnerships Development position to support the District's reliance on continued grant funding and philanthropic initiatives.

### Economic Conditions, Issues and Trends Facing the District

The District is affected by global, national, and state economic trends like any other organization, but due to its diversified funding sources and resilient Southern California local economy, the District has been able to minimize deficits and maintain a balanced budget. However, the COVID-19 Pandemic has caused more long-term diminished income from its revenue sources than anticipated. Recovery at both its Health & Fitness Operations and joint ventures is slower, not only because the Pandemic is lasting longer, but also due to a shift in the behavior of customers. Many members of the Health & Fitness facility are choosing virtual events and are hesitant to be close to others -- especially indoors -- thus memberships have been slow to recover. Senior living facilities have had to make many adjustments and accommodations at their facilities to ensure proper safety measures for their fragile populations and filling facilities is taking longer.

With the assistance of its investment portfolio advisors, the District is closely monitoring and adjusting to unprecedented current global, national, and state economic trends and how those will affect the long-term economic conditions of the District.

We wrote last year; *“Barring any more disasters in the next few years, economic trends are looking cautiously optimistic. With a **growing economy**, property values and consumer purchasing powers should remain stable and hopefully grow. The positive economic trends are simultaneously putting pressure on demand for products and services, resulting in increasing costs and a more expensive labor force. If interest rates can remain low that will benefit the District’s future redevelopment plans, but also means interest income will remain low as the District’s investment portfolio is 40% in the US Treasury sector and 14% in Federal Agency sector.”*

U.S. GDP - Historical Data			
Year	GDP	Per Capita	Growth
2021	\$22,996.10B	\$69,288	5.67%
2020	\$20,893.74B	\$63,028	-3.40%

Source: [macrotrends.net](https://www.macrotrends.net)

The numbers in this chart are from a year ago, but today’s news are different. Per OECD Economic Outlook, Interim Report September 2022 *“Despite a boost in activity as COVID-19 infections drop worldwide, global growth is projected to remain subdued in the second half of 2022, before slowing further in 2023 to an annual growth of just 2.2%.”*

With a shrinking economy and accelerated cost increases, the District is especially concerned about the effect on costs for the Healthy Living Campus, as construction and labor costs are increasing and interest rates in the capital market to finance large projects are on the rise too.

However, the District's local property market is anticipated to be holding strong, per HdL Coren & Cone:

*"The Proposition 8 value reviews continue to be a major challenge as we forecast property tax revenues, because most of the county assessors do not provide information to assist in this forecasting relative to their workload and potential restoration increases. In the 45 counties where we purchase and have analyzed the Proposition 8 recovery over the past 10 years, the average restoration statewide is at 90%. Only a handful of counties have seen less than 80% of those previously reduced values recaptured. **In the Beach Cities Health District, 96% of the number of homes initially reduced have been fully restored.**"*

HdL Coren & Cone provides the following Five-Year Priority Net Taxable Value:

Dist Wide Value Change	2022-23	2023-24	2024-25	2025-26	2026-27	5 Year
District Net Taxable Value	\$50,286,127,257	\$53,074,870,061	\$55,704,094,394	\$58,430,483,194	\$61,302,001,065	22%
	4%	6%	5%	5%	5%	5%

While the current national and world economic, social, and political trends are still unpredictable and somber, the District is planning for the long-term and will continue its focus on ensuring funding for the District's programs and services for the next 60 years.

### **Legislative Matters Facing the District**

In FY2021-22, The District invested successfully on focusing on the following legislative issues:

- BCHD was awarded \$1,130,937 in COVID-19 relief funding under the \$100 million COVID-19 Fiscal Relief Program for Special Districts through the California Department of Finance. This effort was sponsored by the California Special District Association, where BCHD supported advocacy efforts to have the \$100 million included in the state's 2021-22 budget.
- Under President Joe Biden's \$1.5 trillion omnibus spending package in March 2022, BCHD received \$1 million for the allcove Beach Cities youth wellness center. Funding for the integrated youth mental health center was one of ten community projects that were requested and championed by Congressman Ted Lieu. In addition to outreach to Ted Lieu, BCHD also made requests through the offices of Senator Feinstein and Senator Padilla.
- In June 2022, BCHD worked closely with the Association of California Healthcare Districts in attempts to secure funding for seismic improvements for California Healthcare Districts. Assemblymember Eduardo Garcia made a \$1 billion request to the State Budget Committee for a one-time expenditure for district hospitals to fund infrastructure necessary to meet 2030 hospital seismic compliance requirements. Though this request was not successful, the District will continue to work with the Association of California Healthcare Districts and the legislature on future efforts to find funds for seismic improvements for healthcare districts.

In FY22-23, the District will continue to invest in legislative matters that support the development of Mental Health in the community and monitor funding opportunities for our programming and other policy priorities that impact the District related to community health, local government, finance, and taxation.

### **Commitment to Excellence and Transparency**

The District is committed not only to excellence and transparency in our financial audit and budget reporting but throughout the District, including staff conduct and responsibilities, Board action and accountability, offering transparency to our residents and taxpayers in the way we steward public funds.

Beach Cities Health District has received the Meritorious and the Excellence in Operating Budgeting Award for 13 consecutive years from the California Society of Municipal Finance Officers, California's premier statewide association for public sector finance professionals, that promotes excellence in financial management. BCHD is the only health district to meet the CSMFO standards of excellence.

Since FY19-20, the District has also been awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA), nationally recognized for public financial officials throughout the United States and Canada. ([BCHD Budget Reports.](#))

The District's Annual Comprehensive Financial Report ([Audited Financial Reports](#)) also was honored for Excellence in Financial Reporting by the Government Finance Officers Association of the U.S. and Canada for the year ended June 30, 2021. This was BCHD's third year in a row to achieve this award.

The award programs are designed to recognize those agencies whose budget and financial reports meet certain statewide and national standards considered to be of the highest quality. The effort to seek and attain these awards reflects the District's commitment to meet the highest standards of governmental budgeting and reporting.

As each award is annual and valid for the fiscal year, the District renews its applications annually, and each year makes updates and improvements based on feedback received from all stakeholders.

In addition, the District maintains its Transparency of Excellence Certificate with the California Special Districts Association (CSDA) and in August 2022, the District was re-certified as a "Certified Healthcare District" by the Association of California Healthcare Districts (ACHD). The ACHD promotes governance, requiring demonstrated compliance to a core set of accountability and transparency standards, like Brown Act/ethics training, annual audit requirements, etc. This core set of ACHD standards are considered Best Practices in Governance for California Healthcare Districts [Transparency Web-Page](#).

### **Award-winning Work Culture**

BCHD strives to provide the same culture at work that the District promotes in the community, which includes competitive compensations and benefits plus a healthy workplace. We are dedicated to creating a diverse, equitable, inclusive, and healthy workforce by building an organization of talented, dedicated, and professional employees who take innovative approaches to fulfilling our mission according to our team leadership philosophy:

*Our mission-driven team focuses on collaboration and continued learning to build  
a culture of wellness, compassion, and fun.*



Every three to five years, the District completes a compensation study to ensure the District offers compensation at or around mid-point (average of the market pay-rates) for tenured staff and employees performing according to the District's expectations and core values:

*Accountability, Compassion, Integrity, and Excellence.*

To allow management and staff to measure, evaluate and plan the wellness of the workforce, the District applies for different work culture awards ranging from the healthcare industry nationwide to local workplace awards in Los Angeles.

- Awarded the #3 Ranking on *Modern Healthcare's Best Places to Work in Healthcare* for 2022 (improvement from #5 in 2021), recognizing outstanding employers in the healthcare industry on a national level. [RANK 3 - Beach Cities Health District](#)

In July 2020, the District convened an internal task force to review and address historical, systematic, and institutional racism in response to the social unrest experienced in this country. The task force developed a Diversity, Equity, and Inclusion (DEI) advocacy statement that was adopted by the Board at their June 23, 2021, meeting.

*At Beach Cities Health District (BCHD), our mission is to enhance community health, which can only be accomplished through our commitment to antiracism and social justice.*

*We promote equitable health and well-being in our community by providing an inclusive work and volunteer environment, by providing equitable health programming, and by regularly examining how our programs can be designed to break down systemic barriers.*

*We believe that our focus on programs that address preventive health where people live, work, and play enables our community members to live their lives in their fullest truth regardless of their demographics, pronouns, age, or socioeconomic status.*

### **Commitment to Programs & Services to Improve Health in the Beach Cities**

The Beach Cities Health District is one of the largest preventive health agencies in the nation, serving the communities of Hermosa Beach, Manhattan Beach, and Redondo Beach. Its legal mandate is *"To Promote Public Health & General Welfare."*


Why is preventive health care so important?

- Preventive health and early intervention can drastically increase your lifespan. For example, children who have obesity are more likely to become adults with obesity.
- Adult obesity is associated with increased risk of serious health conditions including heart disease, type 2 diabetes, and cancer.
- Children who have obesity are more likely to have high blood pressure and high cholesterol, increased risk of type 2 diabetes, asthma, sleep apnea, joint problems, fatty liver disease and more.

- Childhood obesity is also related to psychological problems (e.g., anxiety and depression), low self-esteem and lower self-reported quality of life and social problems such as bullying and stigma.

In accordance with its legal mandate to promote public health and general welfare through preventive health programs, the District staff operates more than 40 programs and services in the schools and throughout the community.

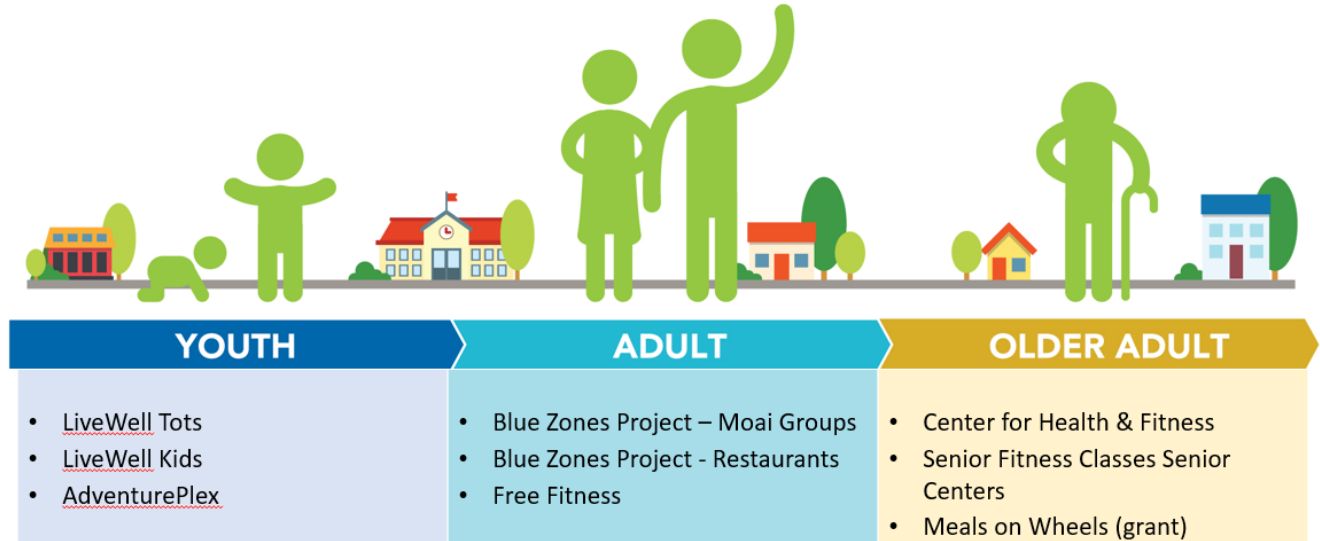
As physical health is not the only determinant of health and general welfare, the District also incorporates many programs that touch on Social Determinants of Health. Social determinants of health are conditions in the places where people live, learn, work, and play that affect a wide range of health risks and outcomes illustrated below.

				
Health Care Access & Quality	Education Access & Quality	Social & Community Context	Neighborhood & Built Environment	Economic Stability
<ul style="list-style-type: none"> <li>• Access to Health Care</li> <li>• Access to Primary Care</li> <li>• Health Literacy</li> </ul>	<ul style="list-style-type: none"> <li>• High School Graduation</li> <li>• Enrollment in Higher Education</li> <li>• Language and Literacy</li> <li>• Early Childhood Education &amp; Development</li> </ul>	<ul style="list-style-type: none"> <li>• Social Cohesion</li> <li>• Civic Participation</li> <li>• Discrimination</li> <li>• Incarceration</li> </ul>	<ul style="list-style-type: none"> <li>• Access to Foods that Support Healthy Eating Patterns</li> <li>• Quality of Housing</li> <li>• Crime &amp; Violence</li> <li>• Environmental Conditions</li> </ul>	<ul style="list-style-type: none"> <li>• Poverty</li> <li>• Employment</li> <li>• Food Insecurity</li> <li>• Housing Instability</li> </ul>
<ul style="list-style-type: none"> <li>• Certified enrollment agency for <a href="#">CoveredCA</a></li> <li>• Care Management</li> <li>• Health Promotion</li> </ul>	<ul style="list-style-type: none"> <li>• Youth Services Programs (e.g. <a href="#">LiveWell</a> Tots &amp; Kids, <a href="#">MindUp</a>)</li> </ul>	<ul style="list-style-type: none"> <li>• Blue Zones Project</li> <li>• <a href="#">WorkWell</a></li> <li>• Volunteer Programs</li> </ul>	<ul style="list-style-type: none"> <li>• Blue Zones Project</li> <li>• Tobacco Control Policies</li> </ul>	

The District's programs and services integrate both physical and social determinants of health with the Health Priorities identified in the Community as the strategic guideposts. Many of the programs and services touch the community in all lifespans with some examples shown below.

## Health across the Lifespan

Different programs addressing same priorities depending on phase of life



The District employs around 150 employees, full-time and part-time, and generally engages more than 1,000 individual volunteers to operate, manage and support all its programs and services.

Volunteers at the District take on many roles, from volunteering at the Health and Fitness Centers to student internships, errand volunteers, older adult brain buddies, etc. Annual service hours on average total around 28,000 hours from roughly 1,000 volunteers. The District values its volunteers highly and tries to provide special recognitions, like an annual Volunteer Recognition Brunch.

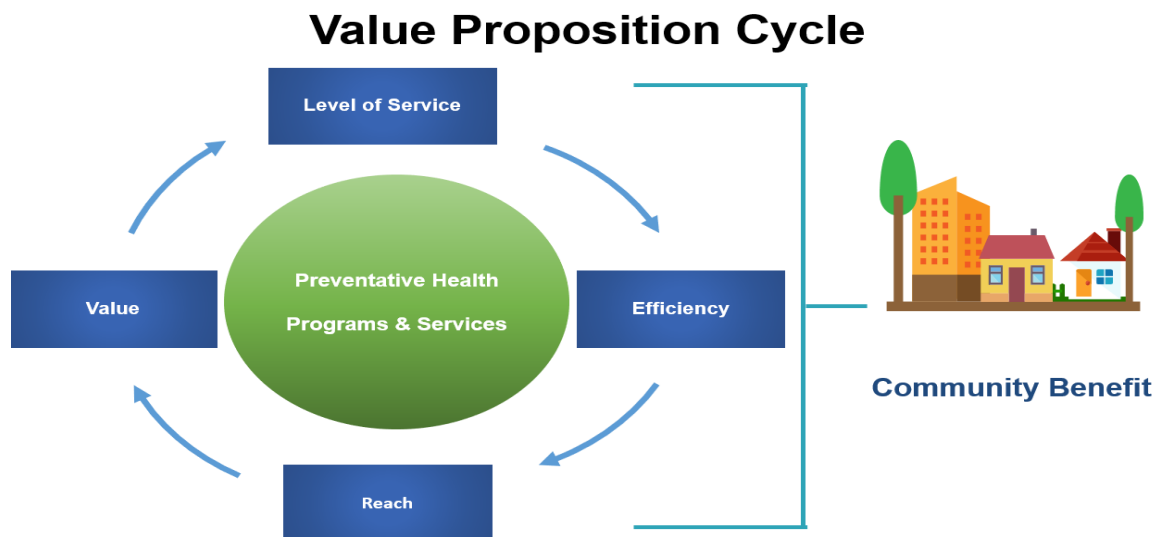
The District also recognizes that the act of volunteering provides many health benefits, like greater life satisfaction and lower rates of depression, longer life expectancy, etc.

The District manages all its departments, operations, support, and administration via the General Fund. All operations are in three main departments as shown below in the General Fund.



## **Beach Cities Community Public Health Impacts by Priority Based Budgeting**

Ultimately what matters is the impact Beach Cities Health District has on those in the community it serves and the greater impact on public community health creating a Healthy Beach Community. This value proposition is illustrated as follows showing the Priority Based Budgeting (PBB) attributes identified around the circle to be measured and evaluated against performance standards of each program.



### **Philosophy**

- The underlying philosophy: how a government entity should invest resources to meet its stated objectives
- Resources should be allocated according to how effectively a program or service achieves the goals and objectives that are of most significant value to the community
- Helps us to better articulate why the services we offer exist, what price we pay for them, and, consequently, what value they offer residents
- Creates a more transparent budget – about what we do
- Clarifies trade-offs between different spending options, service delivery and what residents pay

**District PBB** is a process to apply solutions to “health” problems and causes of those problems identified in the District’s Health Priorities and further allows for measuring the difference the programs are making in the District Community, like improved BMI, etc.



The District uses several evaluation tools to measure its Community impact and changes in health indicators in the community at large and its schools, including the California Healthy Kids Survey, Gallup-Sharecare Well-Being Index (WBI), Los Angeles County Health Survey and more.





Since the fiscal 2018-19 budget year, the District has been working on implementing the budgeting by program methodology, also incorporating costs by the District's Health Priorities. The initial process included identifying clear and distinct programs, creating a budget cost allocation process, and defining attributes that inform the basis for the success of the program. Visit [BCHD FY21-22 Priority Based Budget](#) for the District's Priority Based Budget describing philosophy, evolution, community input, etc.

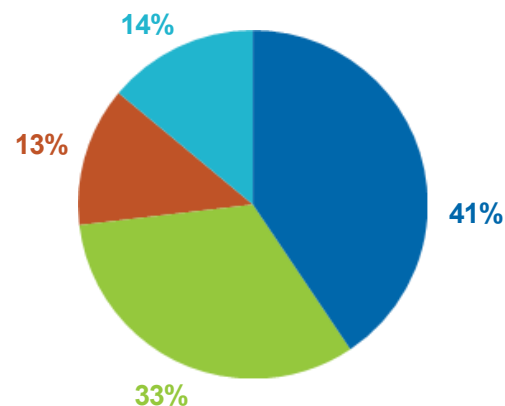
After three years of setting up the program, the District is looking for efficiencies and making the process as flexible and usable for District staff as possible, as well as communicating results to the Board and Community.

Therefore, the District is including costs in the FY22-23 Capital budget for investing in a software that will assist in storing, tracking, compiling, and reporting, in addition to providing interactive review and evaluation of new programs.

Getting an efficient system in place will allow the District to review Costs by Health Priority and make better policy decisions that impact public health.

## FY22-23 Priority Based Budgeting (PBB) – Cost By Health Priority

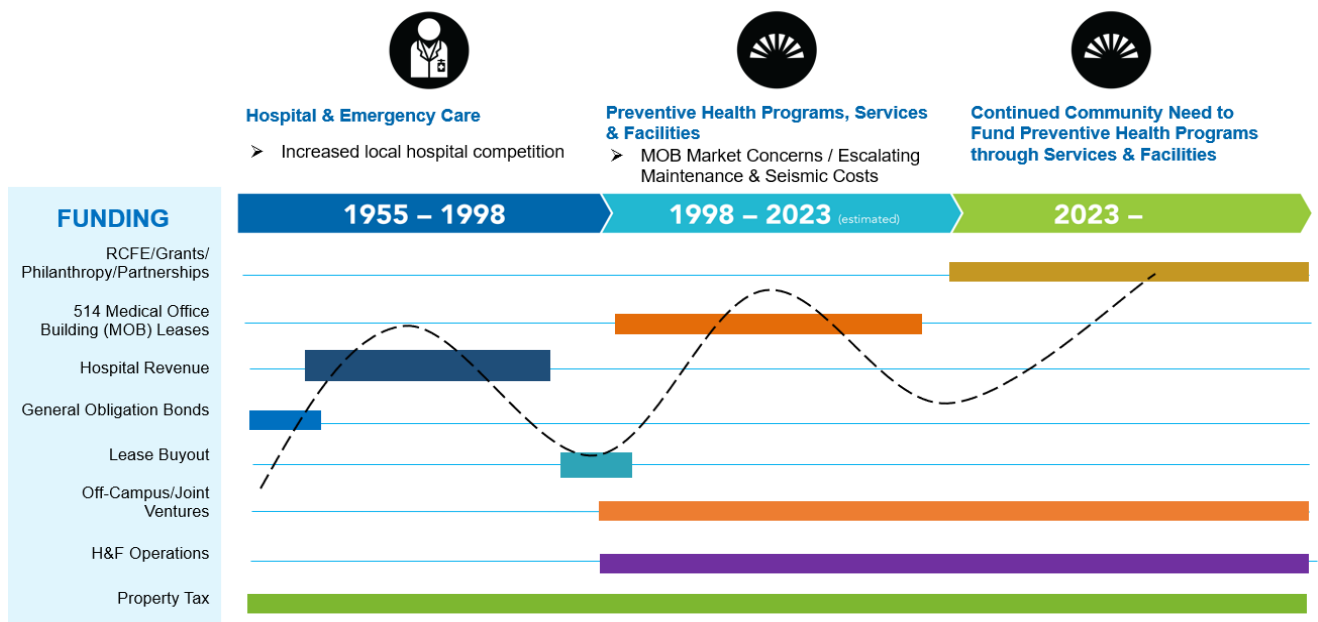
	Physical & Brain Health	4,850,000	41%
	Mental Health	3,900,000	33%
	Substance Use	1,530,000	13%
	Public Health & Safety	1,670,000	14%
		<b>11,950,000</b>	<b>100%</b>
Property		<b>2,901,000</b>	
Total Expenditures		<b>\$14,851,000</b>	



## Looking Forward and Conclusion

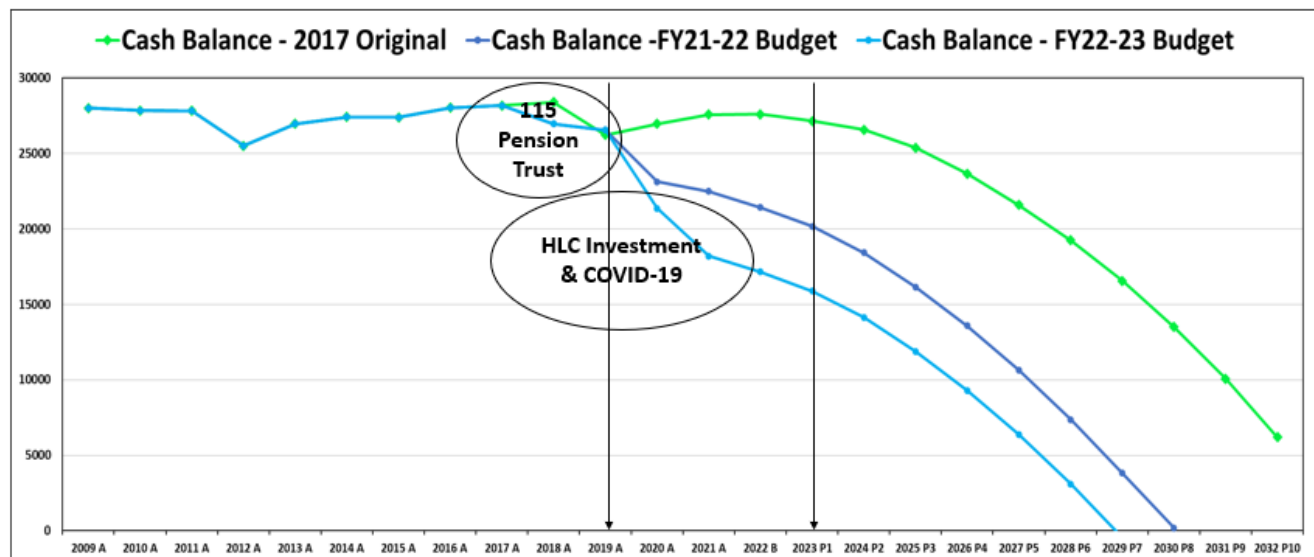
The District continues to plan for the long-term financial outlook, knowing that the 514 N. Prospect Avenue medical office building is over 60 years old and has reached the end of its useful and economic life, tenants are leaving and maintaining the building is more and more expensive, and thus, it is becoming harder and harder for the District to maintain all its programs and services. The evolution of the District is like many other organizations' Business Cycle when it reaches its decline or contraction stage it has to innovate.

## BCHD Funding Evolution – Based on Community Need



Since 2017, the District has been projecting diminishing Cash Balance:

*In Thousands*



Therefore, to renew its largest income-producing asset, the old Hospital building, which funds about 15-20% of the District programs and services, is a main focus in FY22-23 together with the successful opening of the allcove Beach Cities youth wellness center.

The District's FY22-23 Budget continues to provide critical health information, programs and services that improve physical and mental health. It is aligned with the District's mission to achieve its vision:

**Mission:**

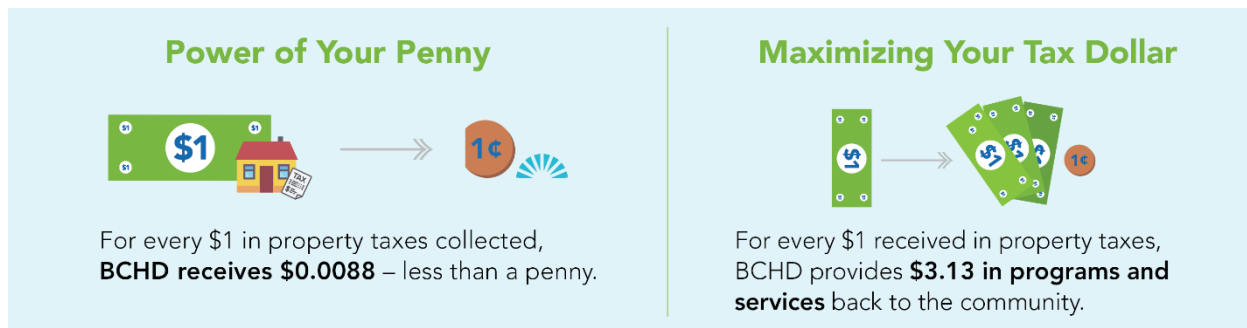
*"To enhance community health through partnerships, programs and services for people who live and work in Hermosa, Manhattan and Redondo Beach"*

**Vision:**

*"A Healthy Beach Community".*

The Board and staff are honored to serve the cities of Hermosa Beach, Manhattan Beach, and Redondo Beach, and believe the FY22-23 budget and plans for the Healthy Living Campus will continue to preserve and enhance the value of each property tax dollar spent.

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



**For example:** For a household that has a \$1.2 million home and pays \$12,000 in Property Taxes, \$105.60 goes to BCHD annually.

**Live well, health matters.**

Tom Bakaly  
CEO

Monica Suua  
CFO

# BCHD FY2022-23 BUDGET



## BUDGET ADOPTION RESOLUTION



**RESOLUTION NO.579**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE BEACH CITIES HEALTH DISTRICT  
ADOPTING THE FINAL OPERATING AND CAPITAL BUDGET FOR THE FISCAL YEAR 2022 – 2023**

WHEREAS, a preliminary budget for Fiscal Year 2022-23, July 1, 2022 to June 30, 2023, 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 Board of Directors of the Beach Cities Health District has examined the preliminary budget for Fiscal Year 2022-23.

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 2022-23.

2. That the amounts designated in the final FY 2022-23 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 expenditures, 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 increase in the overall budget 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.

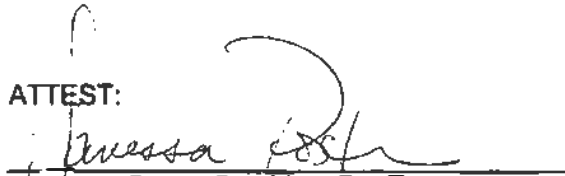
(d) Except as provided by Section 3(b) herein, the Board must authorize any increase in the overall operating budget and capital budget.

4. That this resolution shall become effective on the date of adoption date.

PASSED, APPROVED, AND ADOPTED THIS 22<sup>nd</sup> DAY OF JUNE 2022.

  
Noel Lee Chung, M.D., President  
Board of Directors  
Beach Cities Health District

ATTEST:

  
Vanessa Poster President Pro Tem  
Board of Directors  
Beach Cities Health District

**EXHIBIT A**

**Beach Cities Health District  
District Total Rollup  
Budget 2022-23**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>\$ Variance</b>	<b>%</b>	<i>Adjusted</i> <b>Budget FY20-21</b>	<b>Budget FY19-20</b>
Property Tax Revenue	4,750,560	4,499,541	251,019	6%	4,179,531	3,930,505
Lease Revenue	3,881,416	3,838,806	42,610	1%	4,176,829	3,822,207
Tenant BOE Reimbursements	883,605	787,805	95,800	12%	962,374	990,432
Interest Revenue	497,561	677,328	(179,767)	-27%	838,751	965,860
Limited Partnership Revenue	1,825,000	1,898,874	(73,874)	-4%	1,670,562	2,162,000
User Fees Revenue	1,700,680	1,331,778	368,902	28%	182,885	2,994,398
Grant revenue	985,412	274,815	710,597	259%	172,315	172,315
Other Revenue	326,500	225,000	101,500	45%	25,000	5,000
<b>TOTAL REVENUE</b>	<b>14,850,734</b>	<b>13,533,947</b>	<b>1,316,787</b>	<b>10%</b>	<b>12,208,247</b>	<b>15,042,717</b>
Payroll	7,274,256	6,837,703	(436,553)	-6%	6,462,429	6,966,561
Program Costs	137,499	144,468	6,969	5%	188,279	260,098
Human Resources Related	202,389	186,192	(16,197)	-9%	214,984	283,586
Information Systems	305,568	325,091	19,523	6%	225,298	205,495
Community Relations	489,928	483,839	(6,089)	-1%	503,678	567,578
Facilities Expenses	1,593,999	1,440,139	(153,860)	-11%	1,354,918	1,518,196
Professional Services	2,156,780	1,568,394	(588,386)	-38%	2,029,542	2,009,195
Interest and Other	1,171,249	1,100,564	(70,685)	-6%	1,141,438	1,019,036
Funds & Grants	1,519,066	1,447,558	(71,508)	-5%	1,555,009	1,494,558
<b>TOTAL OPERATING EXPENSES</b>	<b>14,850,734</b>	<b>13,533,947</b>	<b>(1,316,787)</b>	<b>-9.7%</b>	<b>13,675,575</b>	<b>14,324,305</b>
<b>BCHD OPERATING SURPLUS / (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>(1,467,328)</b>	<b>718,412</b>
Capital Investment Expenditures	(5,100,000)	(7,500,000)	2,400,000	-32%		
<b>FUND CASH BALANCE CHANGE</b>	<b>(5,100,000)</b>	<b>(7,500,000)</b>	<b>2,400,000</b>	<b>32%</b>		
Non-Cash NR Amortization	(618,530)	(543,566)	(74,964)	14%		
<b>FUND BALANCE CHANGE</b>	<b>(5,718,530)</b>	<b>(8,043,566)</b>	<b>2,325,036</b>	<b>29%</b>		
New - Capital Expenditures	1,537,000	200,000				
New - Healthy Living Campus	3,173,000	8,500,000				
<b>TOTAL CAPITAL INVESTMENT BUDGET</b>	<b>4,710,000</b>	<b>8,700,000</b>				







## 2022-2025 Health Priorities & Objectives

The BCHD Health Priorities for the strategic planning period 2022-2025 are:



### Mental Health

- Decrease anxiety, depression and suicidal ideation across the lifespan
- Decrease bullying across the lifespan
- Decrease isolation and loneliness across the lifespan
- Increase access to early intervention mental health services for youth
- Increase stress management across the lifespan to decrease stress



### Physical and Brain Health

- Increase exercise participation across the lifespan
- Increase fruit and vegetable consumption across the lifespan
- Promote brain health across the lifespan
- Promote healthy sleep across the lifespan
- Reduce percentage of children and adults who are obese or overweight



### Public Health and Safety

- Improve emergency preparedness
- Increase community access to and education about preventive health programs and services
- Increase community awareness and education, for the public and partner organizations, regarding social determinants of health and health equity
- Increase community capacity to respond to public health crises (e.g. COVID-19)
- Improve biking and walking infrastructure
- Increase equitable and inclusive delivery of BCHD programs and services
- Reduce homelessness



### Substance Use

- Continue to reduce the percentage of adult smokers
- Reduce alcohol use, drug consumption and vaping in youth
- Reduce the number of victims of accidents involving alcohol/substance use
- Reduce substance abuse among adults

*Objectives are included as examples of planning goals and are not meant to be an exhaustive list.*



## BCHD FY2022-23 BUDGET



### Priority Based Budget by Programs and Health Priorities

# Beach Cities Health District Programs & Services

Every three years, Beach Cities Health District assesses the overall health of the Beach Cities using a variety of data sources to prepare a Community Health Report. This report guides our strategic planning process with the indication of health priorities and provides an opportunity to evaluate current programming. It focuses on evidence-based public health practices, which the Centers for Disease Control and Prevention defines as the integration of science-based interventions with community preferences for improving population health.

## The 2022-2025 Health Priorities are:



### Mental Health

#### Objectives

- Decrease anxiety, depression and suicidal ideation across the lifespan
- Decrease bullying across the lifespan
- Decrease isolation and loneliness across the lifespan
- Increase access to early intervention mental health services for youth
- Increase stress management across the lifespan to decrease stress

#### Programs

- LiveWell Kids Program
- Beach Cities Partnership for Youth Coalition
- Youth Advisory Council
- Juvenile Diversion Project
- Youth Well-Being Line
- School Wellness Councils
- allcove Beach Cities
- Worksite Wellness
- Moais
- Mindfulness Drop-In
- Mental Health & Happiness
- Built Environment
- Care Management
- Assistance, Information & Referrals
- Covered California
- Volunteer Programs
- Holiday Gift Bag Project
- Beach Cities Volunteer Day
- Non-Profit Grants
- Micro Enrichment Grants
- Center for Health & Fitness
- AdventurePlex



### Physical and Brain Health

#### Objectives

- Increase exercise participation across the lifespan
- Increase fruit and vegetable consumption across the lifespan
- Promote brain health across the lifespan
- Promote healthy sleep across the lifespan
- Reduce percentage of children and adults who are obese or overweight

#### Programs

- LiveWell Kids Program
- School Wellness Councils
- School Gardens
- allcove Beach Cities
- Worksite Wellness
- Blue Zones Project Restaurants and Grocery Stores
- Moais
- Built Environment
- Care Management
- Assistance, Information & Referrals
- Covered California
- Volunteer Programs
- Holiday Gift Bag Project
- Beach Cities Volunteer Day
- Non-Profit Grants
- Center for Health & Fitness
- AdventurePlex



## Public Health and Safety

### Objectives

- Improve emergency preparedness
- Increase community access to and education about preventive health programs and services
- Increase community awareness and education, for the public and partner organizations, regarding social determinants of health and health equity
- Increase community capacity to respond to public health crises (e.g. COVID-19)
- Improve biking and walking infrastructure
- Increase equitable and inclusive delivery of BCHD programs and services
- Reduce homelessness

### Programs

- Juvenile Diversion Project
- Youth Well-Being Line
- School Wellness Councils
- allcove Beach Cities
- Built Environment
- Care Management
- Assistance, Information & Referrals
- Covered California
- Volunteer Programs
- Drug-Free Communities Grant
- Non-Profit Grants
- Micro Enrichment Grants



## Substance Use

### Objectives

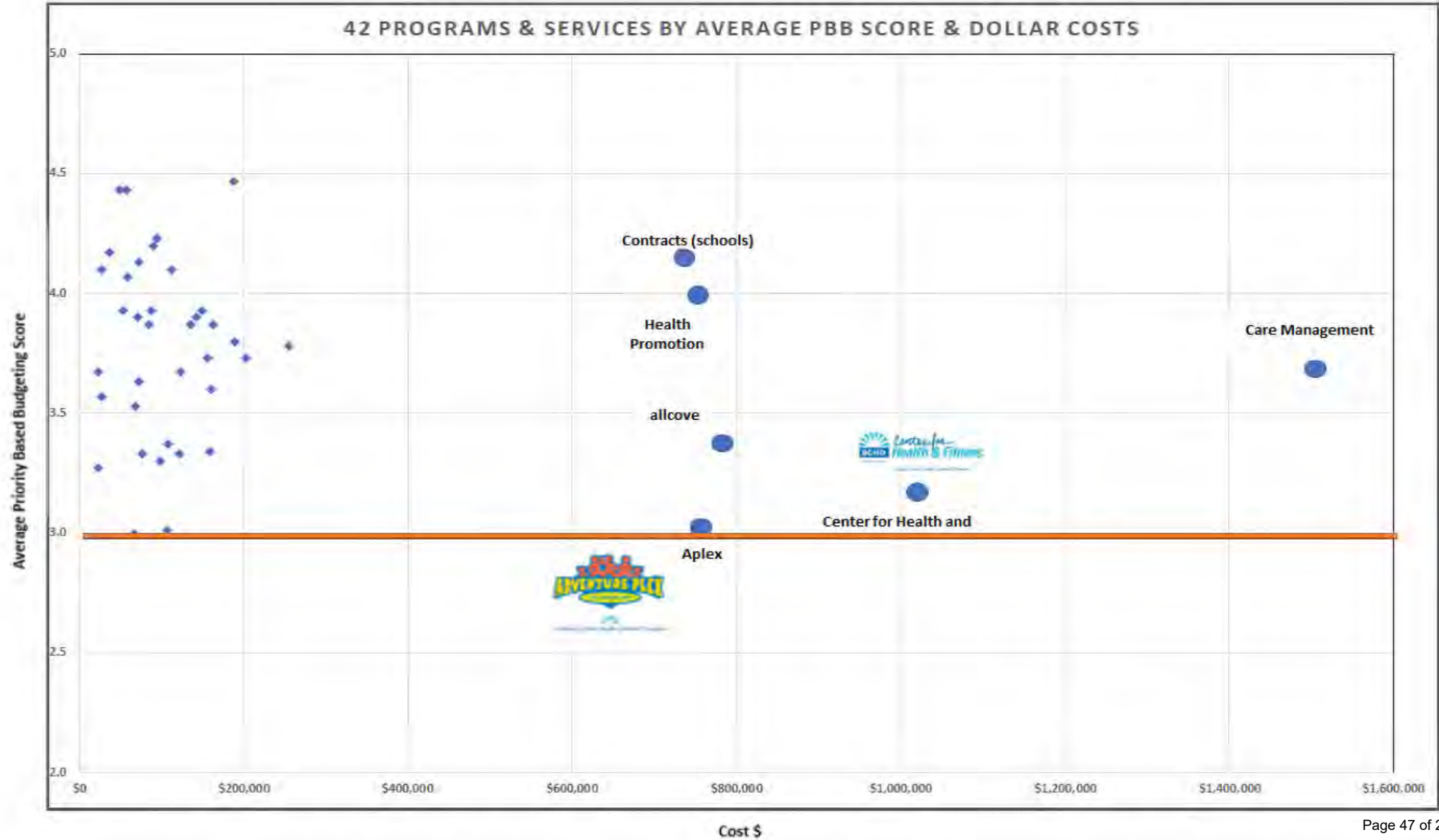
- Continue to reduce the percentage of adult smokers
- Reduce alcohol use, drug consumption and vaping in youth
- Reduce the number of victims of accidents involving alcohol/substance use
- Reduce substance abuse among adults

### Programs

- Beach Cities Partnership for Youth Coalition
- Drug-Free Communities Grant
- Youth Advisory Council
- Juvenile Diversion Project
- Youth Well-Being Line
- School Wellness Councils
- allcove Beach Cities
- Worksite Wellness
- Tobacco Control Policy
- Care Management
- Assistance, Information & Referrals
- Covered California
- Volunteer Programs
- Non-Profit Grants
- AdventurePlex

To learn more about the health priorities and to view the full Community Health Report, visit [bchd.org/healthreport](https://bchd.org/healthreport)

# FY22-23 Budget





## Priority Based Budgeting: Overview

### What is Priority Based Budgeting (PBB)?

Priority Based Budgeting (PBB) is a process used to understand community values and budget accordingly, while providing flexibility to meet the changing needs of the community. PBB's underlying philosophy is that resources should be invested to meet the stated objectives of the program. This means resources are allocated according to how effectively a program/ service achieves the goals of the most significant value to the community.



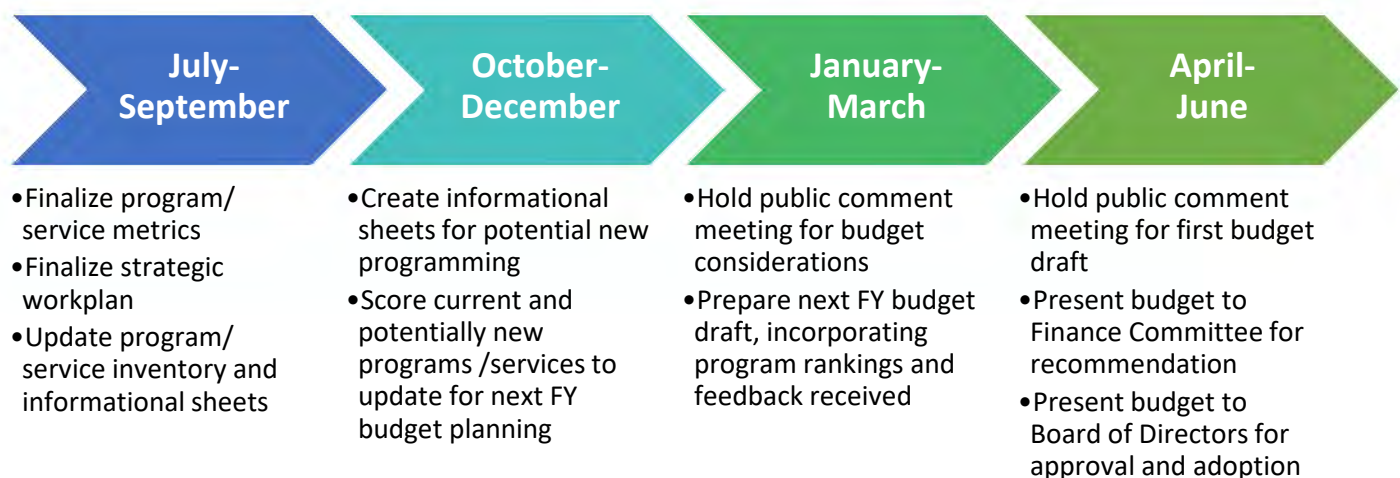
### What PBB is Used For

Implementing Priority Based Budgeting provides BCHD the following advantages:

- **Creates a more transparent budget** reflecting what it costs to deliver a program/service
- **Better articulates programs/services** as to why they exist, what price we pay for them, and, consequently, what value they offer citizens
- **Understands fully loaded costs** for each program/service
- **Determines reductions or eliminations for programs and services** if we had to cut budget
- **Responds strategically to community requests**, the need to expand current programs/services or the funding of new programs/services
- **Pivots to a change in or refocus of BCHD's health priorities** (e.g., new health priority added, increase in funding towards one priority based on need)
- **Reassesses program/service performance** to ensure it is still meeting intended outcomes

### CPBB Budgeting Process

Below illustrates the timeline for incorporating PBB into the annual budgeting process:



### Attribute Definitions & Questions for Further Analysis

Part of the PBB process is to review each program or service and score it based on a set of attributes that demonstrate the District's return on investment. Through the strategic planning process, the following attributes below are what each program or service is measured against:

Attribute	Definition	Questions for Further Analysis
<b>Health Priority Alignment</b>	Program components are aligned with a health priority which was identified as a 'need' based on the Community Health Report	<ul style="list-style-type: none"> <li>• Are there other opportunities BCHD can explore where this program/ service can be more in line with BCHD's health priorities?</li> </ul>
<b>Gap in Service</b>	BCHD provides a program/ service that other organizations may or may not also provide	<ul style="list-style-type: none"> <li>• Are there organizations that offer a similar program/service that is accessible to BCHD residents?</li> <li>• Is there a niche gap BCHD fills by offering this program/ service?</li> <li>• What would need to take place if this program/service was reduced or eliminated?</li> </ul>
<b>Level of Service</b>	High touch/low touch - Intensity of resources needed	<ul style="list-style-type: none"> <li>• Are there any recommendations for changing level of service (staff, volunteers, contractors) where this program/service would benefit?</li> <li>• Are there any adverse impacts in changing the staffing levels?</li> </ul>
<b>Reach</b>	Measurable; quantify who/how many are reached and/or benefit from the program & from which of the Beach Cities	<ul style="list-style-type: none"> <li>• Can this program/service increase its target reach <u>or</u> further its reach in the community?</li> </ul>
<b>Value</b>	Measurable outcomes; evidence-based impact/success	<ul style="list-style-type: none"> <li>• Are the outcomes clearly conveying the goals of the program/ service?</li> <li>• Do the outcomes demonstrate we are achieving the goals?</li> <li>• What would it take (e.g., resources, tools) to track these outcomes?</li> </ul>
<b>Efficiency</b>	Total cost per reach	<ul style="list-style-type: none"> <li>• Are there any opportunities to decrease cost per person?</li> </ul>

# Priority Based Budget

## FY22-23 Budget & FY22-25 Health Priorities



### Physical and Brain Health

- Includes cognitive health, nutrition and exercise

**41% - \$4.8M**



### Mental Health

- Formerly Social Emotional Health

**33% - \$3.9M**



### Public Health and Safety

- Emerging health issues like COVID-19
- Homelessness
- Police and Fire contracts

**14% - 1.7M**



### Substance Use

**13% - \$1.6M**

# Priority Based Budget

## FY22-23 Program Budget By Health Priorities

	Physical and Brain Health	Mental Health	Public Health and Safety	Substance Use	Total \$
1. Youth Wellness Services	20%	43%	12%	25%	3,740,000
2. Community Services (Older Adults)	21%	41%	32%	6%	2,150,000
3. Center for Health & Fitness (Adults)	95%	5%	0%	0%	2,093,000
4. Adventure Plex (Youth)	62%	32%	0%	6%	1,381,000
5. Well Being Services (Adult)	25%	33%	29%	13%	1,144,000
6. Public Health Promotions (All)	25%	25%	25%	25%	748,000
7. Volunteers (All)	46%	45%	3%	6%	460,000
8. Work Well (Adult)	45%	45%	0%	10%	231,000
<b>Total %</b>	<b>41%</b>	<b>32%</b>	<b>14%</b>	<b>13%</b>	<b>11,950,000</b>
<i>Total \$</i>	<i>4,850,000</i>	<i>3,900,000</i>	<i>1,670,000</i>	<i>1,530,000</i>	<i>\$ 11,950,000</i>



# FY22-23 Highlights Delivery of Programs

Program Unit	Program Highlights ( <a href="https://www.bchd.org/impact">https://www.bchd.org/impact</a> )
Youth Wellness	Opening of “allcove Beach Cities,” Drug Free Community Grant, etc.
Community Services	Increased In-Home Services (Clients and Services) and Support Line Calls after COVID-19, Cognitive Health Programming
Center for Health & Fitness	Recovery after COVID-19; memberships, personal training, MFA classes, etc.
Adventure Plex	Recovery after COVID-19; focus on Camps and Drop-In Play
Well Being Services	Mental Health & Happiness Workshops and Mental Health First Aid Training
Health Promotions & Comm	COVID-19 Public Health information; Reengage at Community Events, promote Programs
Volunteers	Provide Meaningful Volunteer and Engagement Opportunities; FY21-22 May - 789 Volunteers, 20,743 hours, \$737,640
Work Well	Internal BCHD programs and Pilot Programs with RBUSD and MBUSD
Innovation	Grant and philanthropy; new position - Partnership Development Officer
L-T Capital Investments	IT Infrastructure, District Facility Upgrades and Healthy Living Campus (Phase I RCFE/PACE)













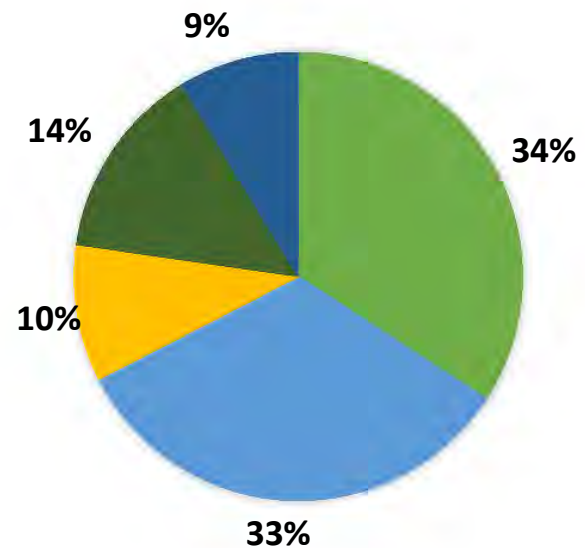
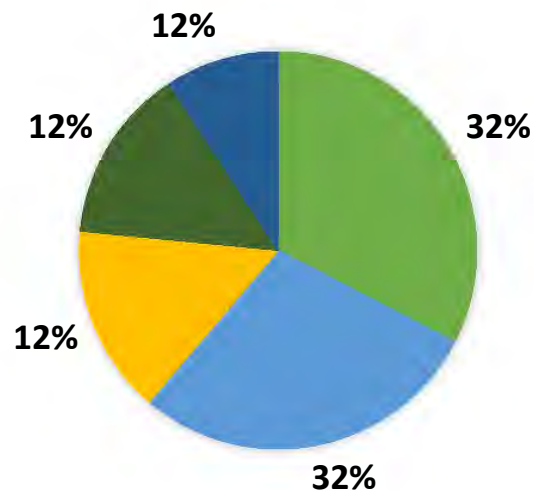
# BCHD FY2022-23 BUDGET



## SUMMARY FINANCIAL CHARTS & TRENDS

## REVENUES





<u>2022-2023</u>				<u>2021-2022</u>			
Leases	4,765,020	32%		Leases	4,626,611	34%	
Property Tax	4,750,560	32%		Property Tax	4,499,541	33%	
User Fees	1,700,679	12%		User Fees	1,331,778	10%	
Partnership	1,825,000	12%		Partnership	1,898,874	14%	
Other (Interest, Grants, etc.)	1,809,475	12%		Other (Interest, Grants, etc.)	1,177,143	9%	
Total Revenue	<u>\$ 14,850,734</u>	100%		Total Revenue	<u>\$ 13,533,947</u>	100%	

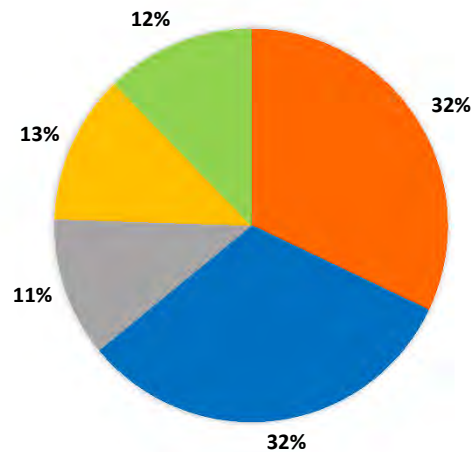


- User Fee Revenue increased in FY 22-23 due to the Operations reopening.
- Property tax income is projected to increase in FY 22-23.






**2022-2023**

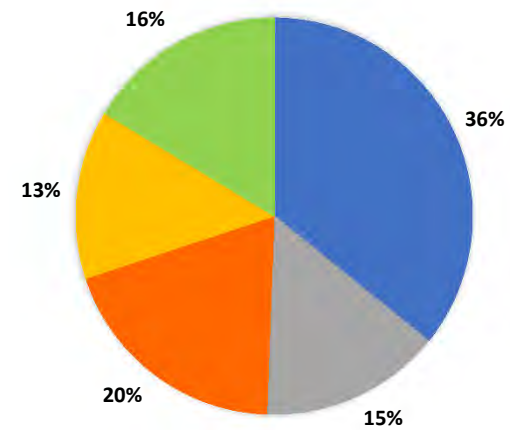
**REVENUES**

Leases	4,765,020	32%	
Property Tax	4,750,560	32%	
User Fees	1,700,679	11%	
Partnership	1,825,000	13%	
Other (Interest, Grants, etc.)	1,809,332	12%	
<b>Total Revenue</b>	<b>\$ 14,850,733</b>	<b>100%</b>	



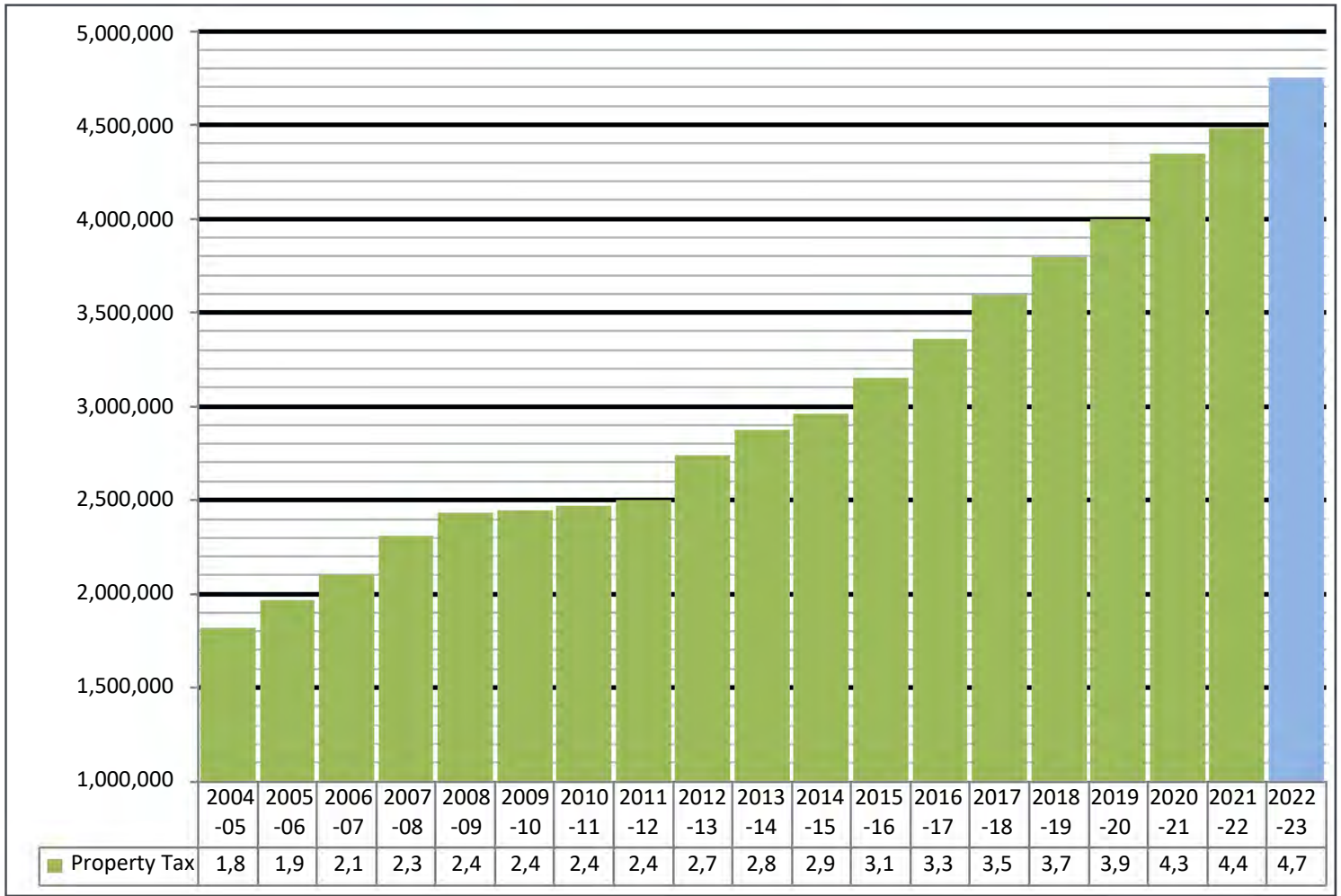
**EXPENSES**

Life Spans Services (CCS, YS, WBS, WW)	5,321,000	36%	
Health and Fitness (CHF & APLEX)	2,191,000	15%	
Property Operations	2,873,000	20%	
Support Services (G&A)	2,041,000	13%	
Other Programs (IT, Volunteer, Health Prom, Int)	2,424,000	16%	
<b>Total Expenses</b>	<b>\$ 14,850,733</b>	<b>100%</b>	





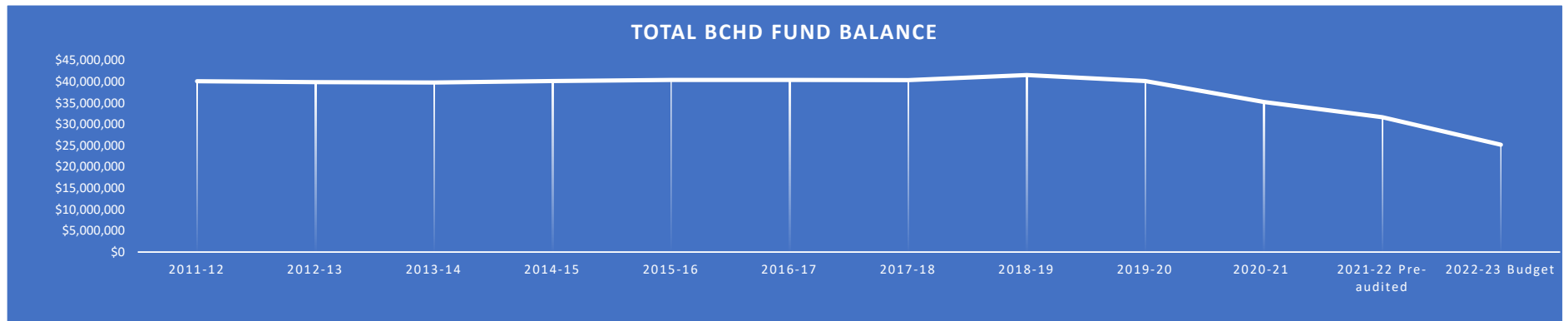
### PROPERTY TAX TREND



Fiscal Year		Amount	\$ Increase	% Increase
2007-08	Actual	2,310,000	209,000	9.9%
2008-09	Actual	2,431,000	121,000	5.2%
2009-10	Actual	2,442,000	11,000	0.5%
2010-11	Actual	2,465,000	23,000	0.9%
2011-12	Actual	2,499,000	34,000	1.4%
2012-13	Actual	2,735,000	236,000	9.4%
2013-14	Actual	2,874,000	139,000	5.1%
2014-15	Actual	2,960,000	86,000	3.0%
2015-16	Actual	3,146,000	186,000	6.3%
2016-17	Actual	3,355,000	209,000	6.6%
2017-18	Actual	3,592,000	237,000	7.1%
2018-19	Actual	3,793,000	201,000	6.0%
2019-20	Actual	3,995,000	202,000	5.6%
2020-21	Actual	4,346,000	351,000	8.8%
2021-22	Actual	4,478,000	132,000	3.0%
2022-23	Budget	4,750,560	272,560	5.7%

**Fund Financial Statements  
Change in Fund Balance  
Current and Prior Ten Years**

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22 Pre-audited	2022-23 Budget
<b>Beginning BCHD Fund Balance</b>	<b>40,375,994</b>	<b>40,114,387</b>	<b>39,899,441</b>	<b>39,836,815</b>	<b>40,164,540</b>	<b>40,412,439</b>	<b>40,419,628</b>	<b>40,406,443</b>	<b>41,577,023</b>	<b>40,148,185</b>	<b>35,256,078</b>	<b>31,650,992</b>
<b>Change in Fund Balance</b>												
Operating Income	11,099	126,077	901,773	901,641	1,592,576	844,506	1,427,753	1,543,294	1,099,240	(1,552,466)	(514,199)	(618,530)
Capital Outlay	(371,137)	(278,386)	(964,399)	(573,916)	(1,344,677)	(837,317)	(1,440,938)	(1,820,366)	(2,528,078)	(3,339,642)	(3,090,887)	(5,825,184)
	(360,038)	(152,309)	(62,626)	327,725	247,899	7,189	(13,185)	(277,072)	(1,428,838)	(4,892,108)	(3,605,086)	(6,443,715)
Proceeds from Capital Lease	98,431	-	-	-	-	-	-	-	-	-	-	-
Restatements per audit	-	(62,637)	-	-	-	-	-	1,447,652	-	-	-	-
	(261,607)	(214,946)	(62,626)	327,725	247,899	7,189	(13,185)	1,170,580	(1,428,838)	(4,892,108)	(3,605,086)	(6,443,715)
<b>General Fund</b>												
Reserved	-	-	-	-	-	-	-	-	-	-	-	-
Unreserved	-	-	-	-	-	-	-	-	-	-	-	-
Non-spendable	15,364,615	13,984,428	13,657,807	13,362,216	13,096,740	12,702,714	12,693,207	13,535,083	13,651,412	13,143,921	13,028,423	12,452,274
Committed	-	-	-	-	-	20,813,451	20,701,868	17,758,194	16,187,729	11,125,415	8,932,122	3,106,937
Unassigned	23,558,417	24,708,247	24,972,242	25,595,563	26,108,938	5,746,755	5,854,660	6,604,145	6,545,223	6,551,504	5,694,330	5,212,822
	38,923,032	38,692,675	38,630,049	38,957,779	39,205,678	39,262,920	39,249,735	37,897,422	36,384,364	30,820,839	27,654,875	20,772,033
<b>Special Revenue Funds</b>												
Restricted for medical building purposes	1,191,355	1,206,766	1,206,766	1,206,761	1,206,761	1,156,708	1,156,708	1,156,708	1,156,708	1,156,703	1,156,703	1,156,708
Restricted for 115 Trust - Pension	-	-	-	-	-	-	-	2,522,893	2,607,113	3,278,536	2,839,414	3,278,536
<b>Ending BCHD Fund Balance</b>	<b>40,114,387</b>	<b>39,899,441</b>	<b>39,836,815</b>	<b>40,164,540</b>	<b>40,412,439</b>	<b>40,419,628</b>	<b>40,406,443</b>	<b>41,577,023</b>	<b>40,148,185</b>	<b>35,256,078</b>	<b>31,650,992</b>	<b>25,207,277</b>



- 1) Categories of Fund Balance were revised in compliance with GASB Statement No. 54 beginning in Fiscal Year 2010-11
- 2) Beach Cities Health District Board of Directors enacted Resolution No. 541 to establishing a "Committed Fund Balance" dedicated to capital investments for 2016-17.
- 3) During the year ended June 30, 2019, the District corrected an error associated with the prior amortization of the Ducot notes receivable discount.

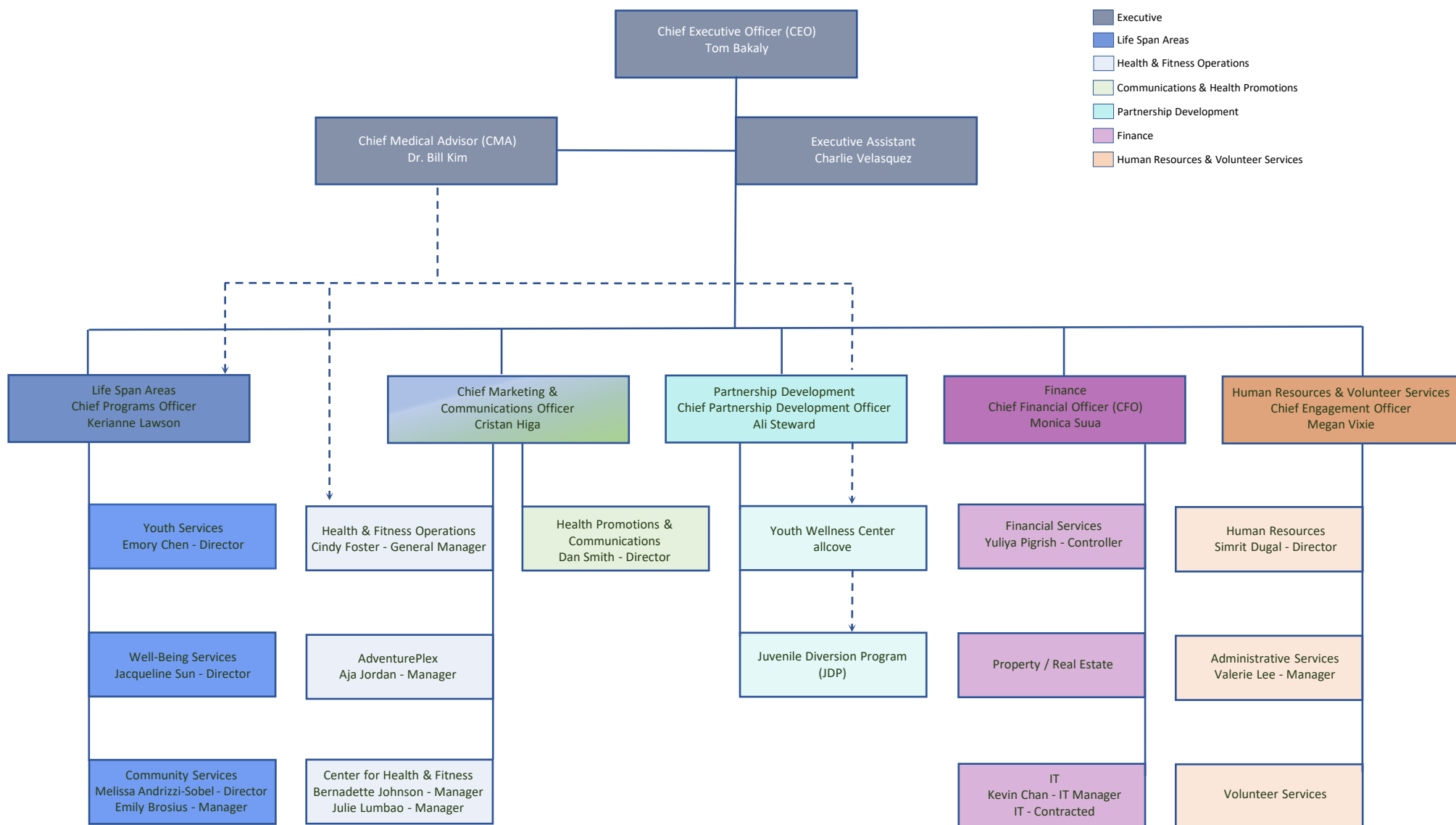


# BCHD FY2022-23 BUDGET



## ORGANIZATION CHART & PERSONNEL

## Organization Chart



**FY22-23 Payroll Wage Budget**  
**Department Expense & Average FTEs**

*Live Well. Health Matters.*

	Salaries FY23	FTE FY23	Salaries FY22	FTE FY22	FTE FY21	Budget FY20	Budget FY19	Budget FY18	Budget FY17	FTE Var. FY23/FY22	
<b><u>Administrative Support Services</u></b>											
Executive/Administration	\$ 458,000	3.40	\$ 447,000	3.45	3.45	3.35	4.45	4.18	3.60	-1%	Part Time assistant has retired (-0.05 FTE). Position will not be replaced.
HR	\$ 322,000	3.50	\$ 308,000	3.50	3.15	3.15	2.70	2.50	1.50	0%	
Finance	\$ 387,000	4.60	\$ 361,000	4.60	4.75	5.25	5.05	4.68	4.50	0%	
	<b>\$ 1,167,000</b>	<b>11.50</b>	<b>\$ 1,116,000</b>	<b>11.55</b>	<b>11.35</b>	<b>11.75</b>	<b>12.20</b>	<b>11.36</b>	<b>9.60</b>		
<b><u>Direct Operating Support</u></b>											
IT	\$ 96,000	1.05	\$ 114,000	1.20	1.40	0.20	0.70	0.20	0.20	-13%	Decreased hours of CFO (-0.15 FTE) to transfer to Real Estate-Capital to replace the retired Real Estate Director.
Volunteer Department	\$ 179,000	2.38	\$ 164,000	2.35	2.35	2.45	2.50	2.69	2.50	1%	A rounding derived from transferring a FT position to two PT positions (0.03 FTE)
Health Promotion	\$ 516,000	6.17	\$ 452,000	5.86	5.56	5.86	6.09	6.28	5.63	5%	Added new PT Admin position (0.47 FTE) to support Public Records Requests and provide admin support to Communications Department. Reduced hours for Group Fitness instructors (-0.16 FTE) due to the changes in the District's programming needs.
	<b>\$ 791,000</b>	<b>9.60</b>	<b>\$ 730,000</b>	<b>9.41</b>	<b>9.31</b>	<b>8.51</b>	<b>9.29</b>	<b>9.18</b>	<b>8.33</b>		
<b><u>LifeSpan Services</u></b>											
LifeSpan Admin	\$ 209,000	1.40	\$ 202,000	2.00	2.00	1.00	2.00	2.00	3.00	-30%	Research Associate/Coordinator position was eliminated (-1.0 FTE). Grant administration position (0.4 FTE) was added (transferred from Center for Health & Fitness).
Youth Services	\$ 434,000	5.30	\$ 443,000	6.27	6.13	7.00	5.60	4.80	4.75	-15%	Re-allocated resources for DFC Grant work (0.2 FTE) and new allcove Grant work based on the current needs (-1.17 FTE)
Youth Services - DFC Grant Match	\$ 82,000	1.00	\$ 64,000	0.80	0.85					25%	Increased DFC Grant Match work (0.2 FTE) based on current needs for the Grant.
Youth Services - DFC Grant	\$ 92,000	0.80	\$ 87,000	1.08	1.18					-26%	Reduced resources for DFC Grant work (-0.28 FTE) based on current needs for the Grant
Well-Being Services	\$ 275,000	3.46	\$ 423,000	4.95	4.95	5.50	4.60	4.00	4.00	-30%	FT Policy Manager position was replaced with FT Policy Analyst and will be hired in mid FY reducing the FTE in half (-0.49 FTE). One FT Position was moved (1.0 FTE) to new allcove Grant work based on the current needs
Community Services	\$ 717,000	9.54	\$ 678,000	9.73	9.66	10.45	10.35	9.85	10.17	-2%	Reduced hours for Group Fitness instructors (-0.19 FTE) due to the programming needs.
***Youth Wellness Center-allcove Grant	\$ 359,000	5.00	\$ -	-	-						Created positions required for the new allcove Beach Cities Youth Services program (5.0 FTE);
	<b>\$ 2,168,000</b>	<b>26.50</b>	<b>\$ 1,897,000</b>	<b>24.83</b>	<b>24.77</b>	<b>23.95</b>	<b>22.55</b>	<b>20.65</b>	<b>21.92</b>		
<b><u>Fitness Centers</u></b>											
AdventurePlex	\$ 424,000	9.74	\$ 389,500	7.64	18.53	20.23	20.96	21.20	23.48	27%	Increase in Seasonal and PT positions (2.09 FTE) after COVID-19 restrictions have been lifted.
Center for Health & Fitness	\$ 825,000	12.94	\$ 936,500	14.45	16.97	18.27	17.34	16.80	17.88	-10%	Reduction in FT and PT positions (-1.52 FTE) due to lower numbers in membership enrollments in the Center for Health and Fitness due to the consequences of the pandemic.
Medical Fitness Exercise	\$ -	-	\$ -	-	0.62	0.62	0.00	0.00	0.00		Medica Fitness Exercise was merged with the Center of Health and Fitness (-0.62 FTE)
	<b>\$ 1,249,000</b>	<b>22.67</b>	<b>\$ 1,326,000</b>	<b>22.09</b>	<b>36.12</b>	<b>39.12</b>	<b>38.30</b>	<b>38.00</b>	<b>41.36</b>		
Business Development and Innovations	\$ -	-	\$ -	-	0.30	0.30					Business Development and Innovations was split up amongst all departments in the District to pursue the District's mission and vision.
Real Estate - Property Operations	\$ 65,000	0.40	\$ 59,000	0.40	0.55	0.55	0.55	0.45	1.10	0%	
	<b>\$ 4,273,000</b>	<b>59.17</b>	<b>\$ 4,012,000</b>	<b>56.73</b>	<b>71.05</b>	<b>72.43</b>	<b>70.69</b>	<b>68.27</b>	<b>72.70</b>		
<b><u>District Total Operations Salaries</u></b>											
	<b>\$ 5,440,000</b>	<b>70.67</b>	<b>\$ 5,128,000</b>	<b>68.28</b>	<b>82.40</b>	<b>84.18</b>	<b>82.89</b>	<b>79.64</b>	<b>82.30</b>		
Real Estate - Capital	\$ 160,000	0.85	\$ 166,000	0.90	1.90	1.00	1.00	1.50	0.80	-6%	Real Estate Director retired (-0.20 FTE), replaced by CFO (0.15 FTE) based on the current work load for HLC project.
<b>District Total</b>	<b>\$ 5,600,000</b>	<b>71.52</b>	<b>\$ 5,294,000</b>	<b>69.18</b>	<b>84.30</b>	<b>85.18</b>	<b>83.89</b>	<b>81.14</b>	<b>83.10</b>		

\*\*\*Partnership Development



## Personnel - FTE Summary Budget FY 2022-2023

	<u>Jul-22</u>	<u>Aug-22</u>	<u>Sep-22</u>	<u>Oct-22</u>	<u>Nov-22</u>	<u>Dec-22</u>	<u>Jan-23</u>	<u>Feb-23</u>	<u>Mar-23</u>	<u>Apr-23</u>	<u>May-23</u>	<u>Jun-23</u>	<u>Total</u>	<u>Avg.</u>
<b>Executive Administration</b>														
Chief Executive Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
Executive Assistant to CEO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>24.00</b>	<b>2.00</b>
<b>Administration</b>														
Chief Engagement Officer	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.60	0.05
Director of Human Resources	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
Administrative Services Manager	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	7.20	0.60
Administrative Assistant I	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	7.20	0.60
	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>16.80</b>	<b>1.40</b>
<b>Human Resources</b>														
Chief Engagement Officer	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	7.20	0.60
Director of Human Resources	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	8.40	0.70
Administrative Services Manager	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
HR Generalist	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
HR & Volunteer Services Coordinator	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	10.80	0.90
Administrative Assistant I	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
	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>42.00</b>	<b>3.50</b>
<b>Finance</b>														
Chief Financial Officer	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
Controller	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	10.80	0.90
Senior Accountant	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
Staff Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
Finance Technician	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
Finance Assistant	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
	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>4.65</b>	<b>55.80</b>	<b>4.65 *</b>
<b>Information Technology</b>														
Chief Financial and Assets Officer	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.60	0.05
IT 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	12.00	1.00
	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>1.05</b>	<b>12.60</b>	<b>1.05</b>

**Personnel - FTE Summary**  
**Budget FY 2022-2023**

	<u>Jul-22</u>	<u>Aug-22</u>	<u>Sep-22</u>	<u>Oct-22</u>	<u>Nov-22</u>	<u>Dec-22</u>	<u>Jan-23</u>	<u>Feb-23</u>	<u>Mar-23</u>	<u>Apr-23</u>	<u>May-23</u>	<u>Jun-23</u>	<u>Total</u>	<u>Avg.</u>
<b>Volunteer Services</b>														
Chief Engagement Officer	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	4.20	0.35
Director of Human Resources	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
HR & Volunteer Services Coordinator	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
Purpose & Engagement 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	12.00	1.00
Volunteer Services Assistant	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	7.56	0.63
Administrative Assistant I	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
	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>2.38</b>	<b>28.56</b>	<b>2.38</b>
<b>Health Promotion and Communications</b>														
Chief Communications and Planning Officer	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
Director of Communications	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
Creative Marketing Project 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	12.00	1.00
Health Promotions 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	12.00	1.00
Communications 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	12.00	1.00
Media Production Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
Communications Associate	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
Admin - PRR	0.13	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	5.63	0.47
	<b>5.83</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>74.03</b>	<b>6.17</b>
<b>Lifespan Services - Admin</b>														
Chief Programs Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
General Manager - Grant Admin.	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
	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>16.80</b>	<b>1.40</b>
<b>Lifespan Services- Youth Services</b>														
Chief Partnership Development Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
Director of Youth Services	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
School Health Programs Coordinator - SUP	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
School Health Programs Supervisor	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
School Health Programs 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	12.00	1.00
Garden 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	12.00	1.00
Youth Services Associate	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
	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>74.40</b>	<b>6.20</b> **



**Personnel - FTE Summary  
Budget FY 2022-2023**

	<u>Jul-22</u>	<u>Aug-22</u>	<u>Sep-22</u>	<u>Oct-22</u>	<u>Nov-22</u>	<u>Dec-22</u>	<u>Jan-23</u>	<u>Feb-23</u>	<u>Mar-23</u>	<u>Apr-23</u>	<u>May-23</u>	<u>Jun-23</u>	<u>Total</u>	<u>Avg.</u>
<b>Lifespans Services - Youth Services - allcove Grant</b>														
AdventurePlex/allcove Grant Manager	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
Clinical 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	12.00	1.00
Employment Supervisor	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	9.60	0.80
allcove Clinical 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	12.00	1.00
Policy 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	12.00	1.00
Peer Specialist 1	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70	8.40	0.70
	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>60.00</b>	<b>5.00</b>
<b>Lifespans Services - Youth Services - DFC Grant</b>														
Director of Youth Services	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	9.60	0.80
	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>	<b>9.60</b>	<b>0.80</b>
<b>Lifespans Services - Well-Being Services</b>														
Director of Well-Being Services	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
Well-Being Programs Supervisor	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
Policy Analyst	-	-	-	-	-	0.33	1.00	1.00	1.00	1.00	1.00	0.80	6.13	0.51
Well Being Programs Associate	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
WorkWell Assistant	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
	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.33</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>3.80</b>	<b>42.13</b>	<b>3.51 ***</b>
<b>Lifespans Services - Community Services</b>														
Director of Community Services	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
Community Services 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	12.00	1.00
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	12.00	1.00
Care Manager I	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24.00	2.00
Care Manager II	2.35	2.35	2.35	2.35	2.35	2.35	2.35	2.35	2.35	2.35	2.35	2.35	28.20	2.35
Care Manager I - Temp	1.00	1.00	1.00	-	-	-	-	-	-	-	-	-	3.00	0.25
Care Management Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00	1.00
Administrative Assistant II	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	7.56	0.63
Instructor I	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	1.62	0.14
Instructor II	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	0.14	1.68	0.14
Instructor- Specialty	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.30	0.03
	<b>10.28</b>	<b>10.28</b>	<b>10.28</b>	<b>9.28</b>	<b>9.28</b>	<b>9.28</b>	<b>9.28</b>	<b>9.28</b>	<b>9.28</b>	<b>9.28</b>	<b>9.28</b>	<b>9.28</b>	<b>114.36</b>	<b>9.54</b>

**Personnel - FTE Summary**  
**Budget FY 2022-2023**

	<u>Jul-22</u>	<u>Aug-22</u>	<u>Sep-22</u>	<u>Oct-22</u>	<u>Nov-22</u>	<u>Dec-22</u>	<u>Jan-23</u>	<u>Feb-23</u>	<u>Mar-23</u>	<u>Apr-23</u>	<u>May-23</u>	<u>Jun-23</u>	<u>Total</u>	<u>Avg.</u>
<b>Fitness Centers - Admin</b>														
Chief Communications and Planning Officer	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
	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>5.40</b>	<b>0.45</b>
<b>Fitness Centers - AdventurePlex</b>														
AdventurePlex Manager	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
AdventurePlex Supervisor (Ops & Events)	0.96	1.30	1.10	1.05	0.85	0.67	1.10	1.00	1.15	1.00	1.15	0.88	12.21	1.02
Member Services Representative- APlex	0.82	1.11	0.90	0.99	0.95	0.70	0.99	0.92	0.95	1.08	0.95	0.85	11.21	0.94
Program Specialist 1	1.57	1.15	0.41	0.08	0.62	0.59	0.81	0.51	0.41	0.68	0.41	0.95	8.18	0.68
Program Specialist 2	1.57	1.15	0.08	0.41	0.62	0.59	0.81	0.51	0.41	0.68	0.41	0.95	8.18	0.68
Adventure Staff	15.03	13.85	2.05	2.10	3.08	3.39	2.34	2.58	1.84	3.91	1.84	10.43	62.43	5.21
Camp Staff Seasonal	1.67	1.48	-	-	0.21	0.64	-	-	-	0.54	-	1.26	5.80	0.48
	<b>22.11</b>	<b>20.54</b>	<b>5.04</b>	<b>5.13</b>	<b>6.83</b>	<b>7.08</b>	<b>6.55</b>	<b>6.02</b>	<b>5.25</b>	<b>8.38</b>	<b>5.25</b>	<b>15.83</b>	<b>113.99</b>	<b>9.51</b>
<b>Fitness Centers - Center for Health &amp; Fitness</b>														
General Manager - Apex & CHF	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	7.20	0.60
CHF Programs 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	12.00	1.00
Membership Services 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	12.00	1.00
CHF Member Services Specialist	2.63	2.86	2.83	2.79	2.83	2.55	2.83	2.75	2.86	2.75	2.86	2.66	33.19	2.77
Member Services Representative- CHF	0.40	0.50	0.50	0.50	0.50	0.33	0.50	0.50	0.50	0.50	0.50	0.40	5.63	0.47
Personal Trainer ML1	1.59	2.17	1.97	2.12	1.96	1.35	2.11	1.98	2.08	1.99	2.13	1.58	23.03	1.92
Personal Trainer ML2	1.83	2.53	2.39	2.34	2.36	1.57	2.43	2.27	2.48	2.29	2.54	1.89	26.91	2.26
Personal Trainer ML3	0.77	1.01	0.92	0.93	0.89	0.61	0.96	0.87	0.97	0.87	0.97	0.75	10.52	0.88
Instructor I	0.46	0.63	0.58	0.61	0.59	0.39	0.63	0.55	0.60	0.57	0.62	0.47	6.69	0.55
Instructor II	0.76	1.06	0.95	0.98	1.00	0.64	1.04	0.94	1.02	0.98	1.06	0.78	11.20	0.96
Instructor- Specialty	0.25	0.36	0.33	0.30	0.32	0.20	0.33	0.30	0.33	0.30	0.33	0.26	3.60	0.30
	<b>11.29</b>	<b>13.72</b>	<b>13.06</b>	<b>13.17</b>	<b>13.03</b>	<b>10.25</b>	<b>13.42</b>	<b>12.76</b>	<b>13.44</b>	<b>12.84</b>	<b>13.62</b>	<b>11.39</b>	<b>151.98</b>	<b>12.71</b>
<b>Real Estate - 514 Property Operations</b>														
Chief Financial Officer	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
Controller	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
	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>3.00</b>	<b>0.25</b>

**Personnel - FTE Summary**  
**Budget FY 2022-2023**

	<u>Jul-22</u>	<u>Aug-22</u>	<u>Sep-22</u>	<u>Oct-22</u>	<u>Nov-22</u>	<u>Dec-22</u>	<u>Jan-23</u>	<u>Feb-23</u>	<u>Mar-23</u>	<u>Apr-23</u>	<u>May-23</u>	<u>Jun-23</u>	<u>Total</u>	<u>Avg.</u>
<b>Real Estate - Del Amo Building</b>														
Chief Financial Officer	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.60	0.05
Administrative Services Manager	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
	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	<b>1.80</b>	<b>0.15</b>
<b>Real Estate - Healthy Living Campus (HLC) - Capital</b>														
Chief Financial Officer	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
Chief Communications and Planning Officer	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
Director of Communications	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
	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>	<b>10.20</b>	<b>0.85</b>
<b>DISTRICT'S TOTAL</b>	<b>82.58</b>	<b>83.81</b>	<b>67.65</b>	<b>66.86</b>	<b>68.42</b>	<b>66.22</b>	<b>69.54</b>	<b>68.34</b>	<b>68.25</b>	<b>70.78</b>	<b>68.43</b>	<b>76.57</b>	<b>857.45</b>	<b>71.52</b>

\* 0.05 FTE applied to Grant Match

\*\* 0.90 FTE applied to Grant Match

\*\*\* 0.05 FTE applied to Grant Match

# BCHD FY2022-23 BUDGET



## EMPLOYEE BENEFITS & OFFERINGS





# DISTRICT EMPLOYEE BENEFIT OFFERINGS

Basic Life, Group and Voluntary Life Insurance

Community Service Benefit

Dependent Care Reimbursement Plan

Education Assistance

Employee Assistance Program (EAP)

Employee Discounts

- AdventurePlex
- Employee Savings Tickets (est.us.com)
- Health & Fitness Free Memberships for Employees and Discounts for the Additional Amenities

Flexible Spending Accounts

Health Benefits

- Group Health, Dental, and Vision

Cafeteria Plan (Café' Dollars)

Long-term Disability

Medical Leave of Absence

Paid Parental Leave

Time Off

- Holiday Pay
- Floating Holiday
- Paid Time Off (PTO)
- Sick Time

Retirement Plans - Public Employee's Retirement System (CalPERS)

0457 Deferred Compensation Program (Voluntary in addition to PERS)

Pet Insurance





## BCHD FY2022-23 BUDGET



## COMMUNITY FUNDED SERVICES

**Community Services - Funded by the District**  
**Budget FY 2022-2023**

<u>Account / Description</u>	<u>FY 22-23</u> <u>BUDGET</u>	<u>FY 21-22</u> <u>BUDGET</u>	<u>FY 20-21</u> <u>BUDGET</u>	<u>FY 19-20</u> <u>BUDGET</u>	<u>FY 18-19</u> <u>BUDGET</u>	<u>FY 17-18</u> <u>BUDGET</u>	<u>FY 16-17</u> <u>BUDGET</u>
<b>Contract Services - Senior</b>							
City of RB Senior/Adult Disabled Health Fair	-	-	-	-	-	-	4,483
South Bay Adult Care Center	-	-	-	-	9,324	9,324	9,324
The Center for the Partially Sighted	-	-	-	-	-	-	4,372
The Salvation Army Meals on Wheels	45,000	45,000	50,000	55,524	58,032	58,032	58,032
YMCA - Senior Nutrition	-	-	-	-	25,000	25,000	25,000
RB Sr. Aid Program	-	-	-	-	-	-	-
<b>Senior Subtotal</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$50,000</b>	<b>\$55,524</b>	<b>\$92,356</b>	<b>\$92,356</b>	<b>\$101,211</b>
<b>Contract Services-Youth</b>							
HBCSD - Healthy Schools	94,091	94,091	94,091	94,091	94,091	94,091	94,091
HBCSD - School Based	6,000	6,000	6,000	6,000	6,000	6,000	6,000
MBUSD - Healthy Schools	189,520	189,520	189,520	189,520	189,520	189,520	189,520
MBUSD - School Based	21,000	21,000	21,000	21,000	21,000	21,000	21,000
RBUSD - Healthy Schools	361,091	361,091	361,091	361,091	361,091	361,091	361,091
RBUSD - School Based	36,000	36,000	36,000	36,000	36,000	36,000	36,000
RBUSD - SARB 16	14,892	14,892	14,892	14,892	14,892	14,892	14,892
<b>Youth Subtotal</b>	<b>\$722,594</b>	<b>\$722,594</b>	<b>\$722,594</b>	<b>\$722,594</b>	<b>\$722,594</b>	<b>\$722,594</b>	<b>\$722,594</b>
<b>Contract Services-Community Support</b>							
South Bay Families Connected	-	30,000	40,000	40,000	40,000	40,000	30,000
City of HB Paramedic Services	-	-	-	-	-	21,840	21,840
City of MB Paramedic Services	29,364	29,364	29,364	29,364	29,364	29,364	29,364
City of RB Paramedic Services	58,000	58,000	58,000	58,000	48,000	48,000	48,000
City of RB Police Dept. DV Program	39,816	39,816	39,816	39,816	39,816	39,816	39,816
<b>Community Support Subtotal</b>	<b>127,180</b>	<b>157,180</b>	<b>167,180</b>	<b>167,180</b>	<b>157,180</b>	<b>179,020</b>	<b>169,020</b>
<b>CONTRACT SERVICES TOTAL</b>	<b>\$894,774</b>	<b>\$924,774</b>	<b>\$939,774</b>	<b>\$945,298</b>	<b>\$972,130</b>	<b>\$993,970</b>	<b>\$992,825</b>
<b>Grant Contract Services - Sr/CHC</b>							
Jimmy Miller	10,000	-	-	-	-	-	-
South land Park Conservatory	10,000	-	-	-	-	-	-
St. Andrew's Church Homeless/Needy	-	-	-	-	2,616	2,616	2,618
Hospice Foundation/ The Gathering Place	-	-	-	-	40,800	40,800	40,800
Wellness Community/Cancer Support	-	-	20,000	26,204	45,408	45,408	45,396
MB Community Counseling Center	10,000	10,000	8,200	8,200	-	-	-
St. Paul UMC-Food Safety Net	-	-	-	8,453	-	-	-
Manhattan Beach Cert	5,000	5,000	5,500	11,100	-	-	-
SB Children's Health Center - Summer Programs	27,500	25,000	25,000	20,150	-	-	-
RB Rotary Vision to Learn	4,000	4,000	4,000	4,000	-	-	-
Our Village	11,100	11,000	11,100	-	-	-	-
Critical Response Incident Team	20,000	-	-	-	-	-	-
South Bay Bicycle Coalition	-	-	7,500	-	-	-	-
Positive Coaching Alliance	-	-	7,500	-	-	-	-
<b>Health Connection Subtotal</b>	<b>\$97,600</b>	<b>\$55,000</b>	<b>\$88,800</b>	<b>\$78,107</b>	<b>\$88,824</b>	<b>\$88,824</b>	<b>\$88,814</b>
<b>Micro-Enrichment Grants - CEO Approved</b>							
MicroGrant	20,000	45,000	45,000	45,000	45,000	45,000	45,000
<b>CEO Approved Subtotal</b>	<b>20,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
<b>GRANTS TOTAL</b>	<b>\$117,600</b>	<b>\$100,000</b>	<b>\$133,800</b>	<b>\$123,107</b>	<b>\$133,824</b>	<b>\$133,824</b>	<b>\$133,814</b>
<b>Case Managed Services - Senior</b>							
Senior Health Fund	555,000	409,084	364,831	370,000	370,000	237,000	222,000
	<b>\$555,000</b>	<b>\$409,084</b>	<b>\$364,831</b>	<b>\$370,000</b>	<b>\$370,000</b>	<b>\$237,000</b>	<b>\$222,000</b>
<b>Case Managed Services - Sr/CHC</b>							
Adult Medical	4,000	4,000	6,204	6,204	6,204	6,204	6,204
Adult Individual	-	-	-	-	-	-	-
Grant Accrual	-	-	100,000.00	-	-	-	-
Holiday Assistance	8,000.00	7,000.00	5,000.00	-	-	-	-
Child Medical	1,500	1,500	3,000	3,000	3,000	3,000	3,000
Child Individual	-	-	-	-	-	-	-
Child Dental	1,200	1,200	2,400	2,400	2,400	2,400	2,400
	<b>14,700</b>	<b>13,700</b>	<b>116,604</b>	<b>11,604</b>	<b>11,604</b>	<b>11,604</b>	<b>11,604</b>
<b>CASE MANANGEMENT TOTAL</b>	<b>\$569,700</b>	<b>\$422,784</b>	<b>\$481,435</b>	<b>\$381,604</b>	<b>\$381,604</b>	<b>\$248,604</b>	<b>\$233,604</b>
<b>GRANT - CONTINGENCY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>37,549</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>\$1,582,074</b>	<b>\$1,447,558</b>	<b>\$1,555,009</b>	<b>\$1,487,558</b>	<b>\$1,487,558</b>	<b>\$1,376,398</b>	<b>\$1,360,243</b>



## BCHD FY2022-23 BUDGET



## DISTRICT-WIDE BUDGET FUND FINANCIALS

**Total Fund Summary**  
**Budget FY2022-23**

	<b>Budget</b>	<b>Pre-Audited</b>	<b>Amount</b>	<b>%</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
	<b><u>FY22-23</u></b>	<b><u>FY21-22</u></b>	<b><u>Variance</u></b>		<b><u>FY20-21</u></b>	<b><u>FY19-20</u></b>	<b><u>FY18-19</u></b>	<b><u>FY17-18</u></b>	<b><u>FY16-17</u></b>
Property Tax Revenue	4,750,560	4,478,036	272,524	6%	4,345,848	3,994,702	3,793,278	3,591,891	3,355,324
Lease Revenue	4,765,020	4,791,040	(26,020)	-1%	5,266,204	4,459,062	4,992,027	4,495,927	4,353,249
Investment Revenue	497,559	579,675	(82,116)	-14%	942,501	1,590,624	914,884	235,067	201,935
Limited Partnership Revenue	1,825,000	1,408,522	416,478	30%	1,175,456	2,002,772	2,071,315	2,473,590	2,001,129
User Fees Revenue	1,700,679	1,185,817	514,862	43%	307,970	2,070,150	2,809,085	2,671,695	2,702,307
Other Revenue	1,311,915	2,476,146	(1,164,231)	-47%	678,037	166,087	105,551	68,292	26,251
<b>TOTAL REVENUE</b>	<b>14,850,733</b>	<b>14,919,236</b>	<b>(68,503)</b>	<b>0%</b>	<b>12,716,016</b>	<b>14,283,396</b>	<b>14,686,140</b>	<b>13,536,462</b>	<b>12,640,195</b>
Payroll & Benefits	7,274,255	6,617,601	656,654	10%	6,389,086	6,463,824	6,802,891	5,771,049	5,726,966
Program Costs	137,501	165,106	(27,605)	-17%	195,083	202,139	259,789	270,194	211,655
Human Resources Related	202,350	149,520	52,830	35%	136,039	191,007	216,081	175,452	235,742
Information Systems	305,568	250,838	54,730	22%	192,758	194,183	172,014	146,958	148,804
Community Relations	489,926	364,340	125,586	34%	367,294	448,318	594,672	547,850	695,570
Facilities Expenses	1,593,999	1,574,292	19,707	1%	1,449,062	1,522,447	1,559,633	1,472,221	1,502,474
Professional Services	2,156,819	1,613,188	543,631	34%	2,417,373	2,206,181	1,937,440	1,622,021	1,344,893
Interest and Other	1,171,244	1,140,626	30,618	3%	1,078,774	1,086,763	1,011,516	993,329	985,205
Funds & Grants	1,519,071	1,535,537	(16,466)	-1%	1,597,537	1,503,285	1,374,253	1,430,246	1,362,201
<b>TOTAL OPERATING EXPENSES</b>	<b>14,850,733</b>	<b>13,411,048</b>	<b>1,439,685</b>	<b>11%</b>	<b>13,823,006</b>	<b>13,818,147</b>	<b>13,928,290</b>	<b>12,429,319</b>	<b>12,213,510</b>
<b>NET INCOME (LOSS)</b>	<b>(0)</b>	<b>1,508,188</b>	<b>(1,508,188)</b>		<b>(1,106,990)</b>	<b>465,249</b>	<b>757,850</b>	<b>1,107,143</b>	<b>426,685</b>
Total Capital Investments	5,825,184	3,090,887	2,734,297	88%	3,339,642	2,528,079	1,820,365	1,440,938	837,317
<b>Fund Cash Balance Change</b>	<b>(5,825,185)</b>	<b>(1,582,699)</b>	<b>(4,242,486)</b>	<b>-88%</b>	<b>(4,446,631)</b>	<b>(2,062,829)</b>	<b>(1,062,515)</b>	<b>(333,795)</b>	<b>(410,632)</b>
Non-Cash NR Amortization	(618,530)	(543,566)	(74,964)	14%	(474,308)	-	-	-	-
<b>Fund Balance Change</b>	<b>(6,443,715)</b>	<b>(2,126,265)</b>	<b>-</b>	<b>0%</b>	<b>(4,920,939)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Unrealized Gain/Loss	-	(1,478,821)	1,478,821	-100%	28,832	589,889	785,443	(320,610)	(417,821)
<b>Total Income (Loss)</b>	<b>(6,443,715)</b>	<b>(3,605,086)</b>	<b>(2,838,628)</b>	<b>79%</b>	<b>(4,892,107)</b>	<b>(1,472,940)</b>	<b>(277,072)</b>	<b>(13,185)</b>	<b>7,189</b>
<b>NET CHANGE IN FUND BALANCE</b>									
OTHER FINANCING SOURCES (USES)									
Transfers In	-	-	-		-	-	-	-	50,053
Transfers Out	-	-	-		-	-	1,447,652	-	-
Restatements	-	-	-		-	-	-	-	-
<b>FUND BALANCE as of July 1</b>	<b>31,650,991</b>	<b>35,256,078</b>			<b>40,148,185</b>	<b>41,577,023</b>	<b>40,406,477</b>	<b>40,419,633</b>	<b>40,412,444</b>
<b>FUND BALANCE as of June 30</b>	<b>25,207,277</b>	<b>31,650,991</b>			<b>35,256,078</b>	<b>40,148,185</b>	<b>41,577,027</b>	<b>40,406,447</b>	<b>40,419,633</b>



## General Fund Summary

### Budget FY2022-23

	Budget FY22-23	Pre-audited Actual FY21-22	Amount Variance	%	Actual FY20-21	Actual FY19-20	Actual FY18-19	Actual FY17-18	Actual FY16-17
Property Tax Revenue	4,750,560	4,478,036	272,524	6%	4,345,848	3,994,702	3,793,278	3,591,891	3,355,324
Lease Revenue	4,765,020	4,791,040	(26,020)	-1%	5,266,204	4,459,062	4,992,027	4,495,927	4,353,249
Investment Revenue	497,559	579,675	(82,116)	-14%	942,501	1,590,624	914,884	235,067	201,935
Limited Partnership Revenue	1,825,000	1,408,522	416,478	30%	1,175,456	2,002,772	2,071,315	2,473,590	2,001,129
User Fees Revenue	1,700,679	1,185,817	514,862	43%	307,970	2,070,150	2,809,085	2,671,695	2,702,307
Other Revenue	1,311,915	2,476,146	(1,164,231)	-47%	678,037	166,087	105,551	68,292	26,251
<b>TOTAL REVENUE</b>	<b>14,851,000</b>	<b>14,919,000</b>	<b>(68,503)</b>	<b>0%</b>	<b>12,717,000</b>	<b>14,283,396</b>	<b>14,686,140</b>	<b>13,536,462</b>	<b>12,640,195</b>
Payroll & Benefits	7,274,255	6,617,601	656,654	10%	6,389,086	6,463,824	6,802,891	5,771,049	5,726,966
Program Costs	137,501	165,106	(27,605)	-17%	195,083	202,139	259,789	270,194	211,655
Human Resources Related	202,350	149,520	52,830	35%	136,039	191,007	216,081	175,452	235,742
Information Systems	305,568	250,838	54,730	22%	192,758	194,183	172,014	146,958	148,804
Community Relations	489,926	363,340	126,586	35%	367,294	448,318	594,672	547,850	695,570
Facilities Expenses	1,593,999	1,574,292	19,707	1%	1,449,062	1,522,447	1,559,633	1,472,221	1,502,474
Professional Services	2,156,819	1,613,188	543,631	34%	2,417,373	2,206,181	1,937,440	1,622,021	1,344,893
Interest and Other	1,171,244	1,140,626	30,618	3%	1,078,774	1,086,763	1,011,516	993,329	985,205
Funds & Grants	1,519,071	1,535,537	(16,466)	-1%	1,597,537	1,503,285	1,374,253	1,430,246	1,362,201
<b>TOTAL OPERATING EXPENSES</b>	<b>14,851,000</b>	<b>13,411,000</b>	<b>1,440,685</b>	<b>11%</b>	<b>13,823,006</b>	<b>13,818,147</b>	<b>13,928,290</b>	<b>12,429,319</b>	<b>12,213,510</b>
<b>NET INCOME (LOSS)</b>	<b>-</b>	<b>1,508,000</b>	<b>(1,508,000)</b>	<b>0%</b>	<b>(1,106,006)</b>	<b>465,249</b>	<b>757,850</b>	<b>1,107,143</b>	<b>426,685</b>
Total Capital Investments	5,825,184	3,090,887	2,734,297	88%	3,339,642	2,528,079	1,820,365	1,440,938	837,317
<b>TOTAL CAPITAL BUDGET</b>	<b>(5,825,184)</b>	<b>(1,582,887)</b>	<b>(4,242,297)</b>	<b>268%</b>	<b>(4,445,647)</b>	<b>(2,062,829)</b>	<b>(1,062,515)</b>	<b>(333,795)</b>	<b>(410,632)</b>
<b>NET CHANGE IN FUND BALANCE</b>									
OTHER FINANCING SOURCES (USES)									
Transfers In	-	-	-		-	-	-	-	50,053
Transfers Out	-	-	-		-	-	-	-	-
Restatements									
<b>FUND BALANCE as of July 1</b>	<b>31,650,992</b>	<b>35,527,526</b>			<b>40,148,185</b>	<b>41,577,027</b>	<b>40,406,477</b>	<b>40,419,633</b>	<b>40,412,444</b>
<b>FUND BALANCE as of June 30</b>	<b>25,207,277</b>	<b>31,650,992</b>			<b>35,527,526</b>	<b>40,148,185</b>	<b>41,577,027</b>	<b>40,406,447</b>	<b>40,419,633</b>

**Budget FY2022-23**  
**Special Revenue Fund**

	Budget FY23	Budget FY22	Est. Actual FY21	Increase (Decrease)	Actual FY19-20	Actual FY18-19	Actual FY17-18	Actual FY16-17
"Prospect One Fund"								
Tax Revenue	-	-	-	-	-	-	-	-
Lease Revenue	-	-	-	-	-	-	-	-
Investment Revenue	-	-	-	-	-	-	-	-
Partnership Revenue	-	-	-	-	-	-	-	-
User Fee Revenue	-	-	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
OPERATING EXPENSES								
Payroll & Benefits	-	-	-	-	-	-	-	-
Health Program Funding & Grants	-	-	-	-	-	-	-	-
Professional Services	-	-	-	-	-	-	-	-
General & Administrative	-	-	-	-	-	-	-	-
Facilities	-	-	-	-	-	-	-	-
Community Relations	-	-	-	-	-	-	-	-
Human Resources	-	-	-	-	-	-	-	-
Information Systems	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Debt Retirement & Interest	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	-	-	-	-	-	-	-	-
<b>NET INCOME (LOSS) FROM OPERATIONS</b>	-	-	-	-	-	-	-	-
Capital Outlays	-	-	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	-	-	-	-	-	-	-	-
<b>NET INCOME (LOSS)</b>	-	-	-	-	-	-	-	-
OTHER FINANCING SOURCES (USES)								
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	(50,053)
Restatements	-	-	-	-	-	-	-	-
<b>FUND BALANCE as of July 1</b>	<b>1,156,708</b>	<b>1,156,708</b>	<b>1,156,708</b>		<b>1,156,708</b>	<b>1,156,708</b>	<b>1,156,708</b>	<b>1,206,761</b>
<b>FUND BALANCE as of June 30</b>	<b>1,156,708</b>	<b>1,156,708</b>	<b>1,156,708</b>		<b>1,156,708</b>	<b>1,156,708</b>	<b>1,156,708</b>	<b>1,156,708</b>

# BCHD FY2022-23 BUDGET



## DISTRICT-WIDE CONSOLIDATED FINANCIALS

**District Total Roll-up  
Budget 2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget FY 22 &amp; 21</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Revenue - Classes / Group	23,310	38,118	61%	5,835	135,082	129,638	132,818
Membership Revenue	620,063	393,673	158%	29,895	853,891	849,451	830,099
Individual / Consult / Single-Day	613,145	599,089	102%	116,941	1,027,513	996,767	913,934
Toddler Town Revenues	27,025	33,924	80%	-	485,003	387,902	400,404
Camp Revenue	394,616	213,195	185%	-	415,974	433,795	381,410
Retail Revenue	610	-	-	-	27,003	13,938	14,440
Food & Beverage	-	1,500	-	-	12,177	25,885	23,802
Childcare Revenue	-	-	-	-	9,411	9,306	10,399
Balances Due on Account	-	-	-	(8,785)	(21,468)	(15,000)	-
Facility Rental	21,910	52,280	42%	39,000	49,813	44,604	54,898
Total User - Fees	1,700,679	1,331,778	128%	182,885	2,994,398	2,876,285	2,762,204
Property Tax Revenue	4,750,560	4,499,541	106%	4,179,531	3,930,505	3,760,620	3,378,704
Lease Revenue	4,025,769	3,906,754	103%	4,351,398	3,822,207	3,712,742	3,620,507
Interest Revenue	497,559	677,328	73%	838,751	965,861	1,000,840	975,812
Limited Partnership Revenue	1,825,000	1,898,874	96%	1,670,562	2,162,000	2,161,680	1,861,600
Donations	9,000	5,000	180%	15,000	5,000	5,000	7,000
Other Revenue	1,302,915	494,815	263%	182,315	172,300	47,315	10,000
BOE Allocation to Tenants	739,251	719,857	103%	787,805	990,432	750,429	711,385
Revenue - POC	-	-	-	-	-	-	-
Revenue - Prospect South Bay	-	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	4,700	-
Total Government	13,150,054	12,202,169	108%	12,025,362	12,048,304	11,443,326	10,565,008
<b>TOTAL REVENUES</b>	<b>14,850,733</b>	<b>13,533,947</b>	<b>110%</b>	<b>12,208,247</b>	<b>15,042,702</b>	<b>14,319,611</b>	<b>13,327,212</b>
Salaries - Reg FT - Ben	4,150,563	3,936,778	105%	3,839,797	3,832,017	3,678,886	3,379,661
Salaries - Reg PT - Ben	1,133,825	905,702	125%	767,622	1,295,930	1,090,592	1,020,731
Salaries - Reg PT - PERS-only	-	-	-	-	4,910	-	-
Salaries - Reg PT - no Ben	-	-	-	-	-	-	-
Salaries - Temporary PT - No Ben	-	-	-	-	-	-	-
Salaries - Instructors - No Ben	154,992	286,334	54%	147,702	296,199	297,187	300,878
Cafeteria Plan Contribution	694,480	636,776	109%	651,899	600,639	514,464	494,014
Payroll Taxes	403,011	409,395	98%	348,677	384,852	352,999	337,098
LTD Insurance Premiums	16,193	11,469	141%	14,641	12,924	11,994	10,577
Pension Benefits	711,168	621,810	114%	584,092	510,046	438,361	414,714
Unemployment Benefits	5,000	20,810	24%	102,000	22,000	13,000	20,000
Employee Incentive Bonus	-	1,180	-	-	-	-	-
Employee Service Awards Expense	5,000	7,450	67%	6,000	7,160	2,592	2,700
Vacation / Sick Leave	-	-	-	-	-	-	-
Total Payroll Expenses	7,274,232	6,837,703	106%	6,462,429	6,966,678	6,400,076	5,980,373
COGS - Cost of Goods Sold - Non-Food	3,191	2,591	123%	-	11,262	14,680	16,850
Cafe Supplies - Cost of Goods Sold - Food	8,676	7,945	109%	-	16,588	16,588	19,470
Consumables (Food Used as Supplies)	13,850	15,550	89%	9,500	12,950	22,020	25,956
Client Transportation	-	-	-	-	13,930	13,930	13,930
Office Supplies	25,789	26,451	97%	20,716	26,201	24,572	22,300
Gym / Locker Room Supplies	35,244	31,480	112%	12,049	46,240	39,632	30,842
Program Supplies	33,751	39,051	86%	131,737	92,977	85,590	69,793
Janitorial Supplies	15,600	20,000	78%	12,373	35,955	36,760	53,805
Other Supplies	1,400	1,400	100%	1,904	3,990	4,340	3,240
Total Program Costs	137,501	144,468	95%	188,279	260,092	258,112	256,186
Employee Retention & Recognition	5,600	5,700	98%	8,017	7,725	9,985	10,936
Employee Wellness	53,010	44,400	119%	43,300	40,800	43,227	50,664
ADP Payroll Processing Fees	3,300	3,600	92%	37,200	38,400	46,536	60,132
Education & Training Seminars	30,847	34,006	91%	26,655	41,856	43,310	46,372
Insurance - Worker's Comp	44,776	40,730	110%	35,172	43,076	51,702	58,577



**District Total Roll-up  
Budget 2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget FY 22 &amp; 21</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Recruitment	16,152	15,386	105%	12,500	23,749	22,799	29,849
Tuition Reimbursement	12,500	13,500	93%	24,600	23,458	25,160	15,836
Uniforms	11,307	15,450	73%	7,500	18,647	14,947	12,777
Employee Travel / Parking	24,878	13,420	185%	20,040	45,850	43,376	35,908
CSI Over / Short Deposit	-	-	-	-	-	-	-
Total Human Resources Expenses	202,370	186,192	109%	214,984	283,561	301,043	321,051
IT Server Equipment	-	-	-	9,000	5,000	2,500	7,000
IT Workstations	-	-	-	-	1,700	1,700	5,200
IT Hardware / Electronics	-	-	-	7,000	-	-	2,000
Phone Equipment	-	4,000	-	9,000	9,000	9,000	6,000
IT Repair & Maintenance Parts	1,800	1,800	100%	-	1,500	1,740	1,240
IT Website / Internet Equipment	-	-	-	1,800	-	-	2,353
IT Monitors & Printers	-	1,000	-	-	-	-	1,000
IT Network Expense	-	-	-	-	-	2,200	2,200
IT Software Expense	303,768	318,291	95%	198,500	188,295	177,293	144,825
Total Information Systems Expenses	305,568	325,091	94%	225,300	205,495	194,433	171,818
Advertising	122,613	116,912	105%	124,500	118,000	117,389	141,670
Community Education Materials	1,980	-	-	-	2,000	2,004	2,004
Community Outreach	37,600	38,082	99%	39,905	43,908	41,330	32,443
Internet / Intranet / Website	13,900	14,700	95%	27,000	14,000	10,000	18,000
Dues & Memberships	43,049	32,798	131%	28,828	32,583	29,836	28,157
Educational Materials	700	1,696	41%	3,323	4,343	1,743	2,243
Mailing Services	7,000	7,000	100%	7,400	10,680	10,680	9,050
Management of Volunteers	16,075	35,520	45%	28,550	24,900	21,605	17,940
Meetings	17,400	23,150	75%	19,026	41,900	39,260	37,950
Postage	40,785	40,116	102%	40,582	56,183	65,784	68,490
Printing	148,330	134,345	110%	148,086	166,117	186,720	159,226
Promotional Items / Materials	38,050	38,050	100%	35,150	46,700	55,550	57,830
Subscriptions	2,444	1,470	166%	1,329	1,209	143	143
Business Promotion Allocation	-	-	-	-	5,000	5,000	-
Total Community Relations	489,926	483,839	101%	503,678	567,524	587,045	575,146
Building Maintenance & Repair	189,982	195,987	97%	165,295	190,273	179,256	165,821
Equipment / Furniture < \$5,000	23,500	25,604	92%	29,164	57,503	60,860	62,796
Equipment / Facility Lease	80,542	76,312	106%	80,708	81,608	113,440	150,756
Equipment / General Maintenance & Repair	129,046	129,065	100%	118,925	133,540	142,263	120,884
Landscape Maintenance	94,906	82,113	116%	82,080	82,984	82,914	80,291
Electricity	394,560	338,850	116%	350,650	370,650	370,650	429,260
Gas	138,480	121,776	114%	126,252	126,546	126,546	144,840
Water	121,400	121,400	100%	123,700	123,700	123,700	104,400
Waste Removal	21,623	19,356	112%	15,755	15,755	14,992	14,944
Plant Service	-	600	-	7,110	7,110	5,509	7,140
Telephone	107,076	99,796	107%	71,000	63,150	66,450	56,940
Janitorial Services	292,884	139,440	210%	184,280	265,380	232,080	233,280
Internal BOE Allocation	-	-	-	-	-	-	-
BOE Allocation to Tenants	-	89,840	-	-	-	-	-
Total Facilities Expenses	1,593,999	1,440,139	111%	1,354,918	1,518,199	1,518,659	1,571,352
Accounting Services	31,000	28,400	109%	27,000	30,000	39,100	36,500
Banking Services	69,013	66,933	103%	30,800	98,704	96,940	101,200
Election Expense	313,000	-	-	200,000	-	140,000	-
Laundry Services	2,736	9,694	28%	-	90,745	92,017	101,962
Legal Services	88,500	88,500	100%	117,500	94,500	84,500	79,996
Outside Services	1,066,125	757,805	71%	963,093	677,700	540,879	500,892
Outside Service-Research	-	75,000	-	175,000	175,000	125,000	150,000
Outside Services - H&F	27,960	40,000	143%	4,000	104,353	127,826	123,763

**District Total Roll-up  
Budget 2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget FY 22 &amp; 21</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Outside Services - Property	84,000	84,000	100%	84,000	84,000	84,000	74,000
Engineering / Maintenance Services	373,549	311,189	83%	311,029	314,597	290,826	276,790
Research Services	-	-	-	-	-	-	-
Service Contracts	83,762	89,752	107%	99,996	126,604	120,529	115,178
Taxes & Licensing	17,174	17,120	100%	17,124	13,001	11,660	9,420
Total Professional Services Expenses	2,156,819	1,568,394	138%	2,029,542	1,809,203	1,753,277	1,569,701
Prospect South Bay	90,000	62,000	145%	62,000	72,000	72,000	60,000
Interest Expense	127,677	169,498	75%	212,572	236,768	273,538	307,507
Debt Service - Principal Payment	612,723	566,102	108%	523,028	483,232	446,463	412,493
Indirect Admin Services	-	-	-	-	-	-	-
Insurance - General	340,844	302,964	113%	343,838	227,036	215,121	216,985
Total Other Expenses	1,171,247	1,100,564	106%	1,141,438	1,019,036	1,007,122	996,985
Grant Expense	949,371	1,023,774	93%	1,173,574	1,106,000	1,105,954	1,127,794
Health Fund - Youth	2,700	2,700	100%	5,400	5,400	5,400	5,400
Health Fund - Adults	4,000	4,000	100%	6,204	6,200	6,204	6,204
Health Fund - Seniors	555,000	410,084	135%	364,831	370,000	370,000	237,000
Holiday Assistance	8,000	7,000	114%	5,000	7,000	7,000	7,000
Total Funds & Grants Expenses	1,519,071	1,447,558	95%	1,555,009	1,494,600	1,494,558	1,383,398
<b>TOTAL EXPENSES</b>	<b>14,850,733</b>	<b>13,533,947</b>	<b>110%</b>	<b>13,675,577</b>	<b>14,124,391</b>	<b>13,514,325</b>	<b>12,826,010</b>
<b>Income (Loss) Before Cap Ex</b>	<b>(0)</b>	<b>0</b>	<b>0%</b>	<b>(1,467,330)</b>	<b>918,312</b>	<b>805,286</b>	<b>501,202</b>
NR Amortization	(618,528)	(543,566)		(474,308)	-	-	-
<b>Total General Fund</b>	<b>(618,528)</b>	<b>(543,566)</b>		<b>(1,941,638)</b>	<b>918,312</b>	<b>805,286</b>	<b>501,202</b>
Capital Expenditure - Fitness Equipment	-	-	-	-	-	-	-
Capital Expenditure - MIS	151,250	70,075	216%	32,100	79,300	105,000	42,000
Capital Expenditure - FF&E	160,000	328,384	49%	196,354	301,600	14,340	13,224
Capital Expenditure - Parking	-	-	-	-	-	-	-
Capital Expenditure - Building	3,107,713	1,951,703	159%	3,970,614	615,000	453,464	2,883,814
Grant-Bike Path	(1,536,460)	(1,645,019)	93%	(1,500,000)	2,338,212	3,495,116	2,265,968
Total Capital Expenditures	1,882,503	705,143	267%	2,699,068	3,334,112	4,067,920	5,205,006
Healthy Living Campus	3,942,682	6,794,857	58%	-	1,300,000	-	-
<b>NET INCOME (LOSS)</b>	<b>(6,443,713)</b>	<b>(8,043,566)</b>	<b>80%</b>	<b>(4,640,706)</b>	<b>(3,715,800)</b>	<b>(3,262,634)</b>	<b>(4,703,804)</b>

**LifeSpan Services Roll-up**  
**(Community Services, Administration, Youth Services, Blue Zones) Budget**  
**2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget FY22 &amp; 21</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Revenue - Classes / Group	-	-	-	-	-	-	-
Membership Revenue	-	-	-	-	-	-	-
Individual/Consult/Single-Day	-	-	-	-	-	-	-
Toddler Town Revenues	-	-	-	-	-	-	-
Camp Revenue	-	-	-	-	-	-	-
Retail - Food/Beverage Revenue	-	-	-	-	-	-	-
Retail Revenue	-	-	-	-	-	-	-
Childcare Revenue	-	-	-	-	-	-	-
Balances Due on Account	-	-	-	-	-	-	-
Facility Rental	-	-	-	-	-	-	-
Total User - Fees	-	-	-	-	-	-	-
Property Tax Revenue	-	-	-	-	-	-	-
Lease Revenue	-	-	-	-	-	-	-
Interest Revenue	-	-	-	-	-	-	-
Limited Partnership Revenue	-	-	-	-	-	-	-
Donations	-	-	-	10,000	-	-	-
Other Revenue-Grant Revenue	985,415	274,815	359%	172,315	172,300	47,315	10,000
BOE Allocation to Tenants	-	-	-	-	-	-	-
Revenue - POC	-	-	-	-	-	-	-
Revenue - Prospect South Bay	-	-	-	-	-	-	-
Revenue (Discontinue Unless Misc.)	-	-	-	-	-	-	-
Total Government	985,415	274,815	359%	182,315	172,300	47,315	10,000
<b>TOTAL REVENUES</b>	<b>985,415</b>	<b>274,815</b>	<b>0%</b>	<b>182,315</b>	<b>172,300</b>	<b>47,315</b>	<b>10,000</b>
Salaries - Reg FT-Ben	1,833,403	1,651,943	111%	1,549,103	1,483,800	1,306,716	1,248,860
Salaries - Reg PT - Ben	300,625	200,830	150%	123,338	182,000	135,574	112,875
Salaries - Reg PT - PERS-only	-	-	-	-	-	-	-
Salaries - Reg PT - no Ben	-	-	-	-	-	-	-
Salaries - Temporary PT - No Ben	-	-	-	-	-	-	-
Salaries - Instructors - No Ben	22,672	34,765	65%	1,892	34,100	33,800	34,306
Cafeteria Plan Contribution	300,241	248,182	121%	233,346	239,200	202,166	201,123
Payroll Taxes	163,439	159,996	102%	128,096	119,800	102,809	97,312
LTD Insurance Premiums	6,144	5,095	121%	5,626	5,000	4,463	3,930
Pension Benefits	261,261	235,208	111%	200,215	177,700	146,750	134,848
Unemployment Benefits	-	810	-	-	-	-	-
Employee Incentive Bonus	-	-	-	-	-	-	-
Employee Service Awards Expense	-	-	-	-	-	-	-
Vacation/Sick Leave	-	-	-	-	-	-	-
Total Payroll Expenses	2,887,785	2,536,829	114%	2,241,615	2,241,600	1,932,279	1,833,254
COGS - Cost of Goods Sold - Non-Food	-	-	-	-	-	-	-
Cafe Supplies - Cost of Good Sold - Food	-	-	-	-	-	-	-
Consumables (Food Used as Supplies)	8,500	6,300	135%	6,700	7,300	12,620	13,220
Client Transportation	-	-	-	-	-	-	-
Office Supplies	9,101	5,057	180%	5,744	5,800	5,148	4,508
Gym/Locker room Supplies	-	-	-	-	-	-	-
Program Supplies	20,000	26,000	77%	117,388	45,500	35,608	31,508
Janitorial Supplies	-	-	-	-	-	-	-
Other Supplies	-	-	-	200	200	-	-
Total Program Costs	37,601	37,357	101%	130,032	58,800	53,376	49,236
Employee Retention & Recognition	2,099	1,400	150%	1,700	1,600	1,300	1,000
Employee Wellness	26,600	23,000	116%	21,900	23,000	-	-

**LifeSpan Services Roll-up**  
**(Community Services, Administration, Youth Services, Blue Zones) Budget**  
**2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget FY22 &amp; 21</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
ADP Payroll Processing Fees	-	-	-	-	-	-	-
Education & Training Seminars	7,200	11,146	65%	7,585	14,800	11,174	10,174
Insurance - Worker's Comp	16,990	14,845	114%	6,084	4,800	6,573	6,254
Recruitment	100	600	17%	600	700	700	1,004
Tuition Reimbursement	7,500	6,000	125%	19,600	10,000	14,000	2,000
Uniforms	5,411	3,000	180%	2,000	2,000	1,300	1,300
Employee Travel/Parking	11,808	4,700	251%	9,470	18,900	14,974	9,170
CSI Over/Short Deposit	-	-	-	-	-	-	-
Total Human Resources Expenses	77,708	64,691	120%	68,939	75,800	50,021	30,902
IT Server Equipment	-	-	-	-	-	-	-
IT Workstations	-	-	-	-	1,700	1,700	-
Presentational Equipment	-	-	-	-	-	-	-
Phone Equipment	-	-	-	-	-	-	-
IT Repair & Maint. Parts	-	-	-	-	-	-	-
IT Website / Internet Equipment	-	-	-	-	-	-	-
IT Monitors & Printers	-	-	-	-	-	-	-
IT Network Expense	-	-	-	-	-	-	-
IT Software Expense	44,300	44,000	101%	14,800	17,300	17,000	18,900
Total Information Systems Expenses	44,300	44,000	101%	14,800	19,000	18,700	18,900
Advertising	-	-	-	-	-	-	-
Community Education Materials	1,980	-	-	-	2,000	2,004	2,004
Community Outreach	11,000	10,132	109%	12,680	10,400	6,380	11,105
Internet / Intranet / Website	-	-	-	-	-	-	3,000
Dues & Memberships	912	728	125%	728	1,300	428	428
Educational Materials	500	1,196	42%	2,620	3,600	1,000	1,500
Mailing Services	-	-	-	-	-	-	-
Management of Volunteers	-	2,000	0%	3,550	-	-	-
Meetings	7,100	12,850	55%	12,726	13,000	12,850	9,400
Postage	2,166	1,816	119%	2,176	2,300	1,576	1,576
Printing	7,928	11,700	68%	19,150	23,400	25,300	18,885
Promotional Items/Materials	4,000	8,050	50%	6,650	4,700	4,700	3,450
Subscriptions	-	-	-	-	-	-	-
Business Promotion Allocation	-	-	-	-	-	-	-
Total Community Relations	35,585	48,472	73%	60,280	60,700	54,238	51,348
Building Maintenance & Repair	-	-	-	-	-	-	-
Equipment/Furniture < \$5,000	-	1,004	0%	1,897	1,900	1,004	1,004
Equipment/Facility Lease	-	-	-	-	-	-	-
Equipment/General Maintenance & Repair	-	-	-	-	-	-	-
Landscape Maintenance	-	-	-	-	-	-	-
Electricity	-	-	-	-	-	-	-
Gas	-	-	-	-	-	-	-
Water	-	-	-	-	-	-	-
Waste Removal	-	-	-	-	-	-	-
Plant Service	-	600	0%	600	600	600	540
Telephone	-	-	-	-	-	-	-
Janitorial Services	-	-	-	-	-	-	-
Internal BOE Allocation	-	-	-	-	-	-	-
BOE Allocation to Tenants	-	-	-	-	-	-	-
Total Facilities Expenses	-	1,604	0%	2,497	2,500	1,604	1,544
Accounting Services	-	-	-	-	-	-	-
Banking Services	-	-	-	-	-	-	-



**LifeSpan Services Roll-up**  
**(Community Services, Administration, Youth Services, Blue Zones) Budget**  
**2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget FY22 &amp; 21</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Election Expense	-	-	-	-	-	-	-
Laundry Services	-	-	-	-	-	-	-
Legal Services	-	-	-	-	-	-	-
Outside Services	727,045	270,850	268%	468,777	277,000	260,804	258,208
Outside Service-Research	-	75,000	0%	175,000	175,000	125,000	150,000
Outside Services - H&F	-	-	-	-	-	-	-
Outside Services - Property	-	-	-	-	-	-	-
Engineering/Maintenance Services	-	-	-	-	-	-	-
Research Services	-	-	-	-	-	-	-
Service Contracts	-	-	-	26,008	1,000	1,008	1,008
Taxes & Licensing	-	-	-	-	-	-	-
Total Professional Services Expenses	727,045	345,850	210%	669,785	453,000	386,812	409,216
Prospect South Bay	-	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-	-
Debt Service - Principal Payment	-	-	-	-	-	-	-
Indirect Admin Services	-	-	-	-	-	-	-
Insurance - General	-	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-	-
Grant Expense	949,374	978,774	97%	1,128,574	1,061,000	1,060,954	1,082,794
Health Fund - Youth	2,700	2,700	100%	5,400	5,400	5,400	5,400
Health Fund - Adults	4,000	4,000	100%	6,204	6,200	6,204	6,204
Health Fund - Seniors	555,000	410,084	135%	364,831	370,000	370,000	237,000
Holiday Assistance	-	-	-	-	-	-	-
Total Funds & Grants Expenses	1,511,074	1,395,558	108%	1,505,009	1,442,600	1,442,558	1,331,398
<b>TOTAL EXPENSES</b>	<b>5,321,098</b>	<b>4,474,361</b>	<b>119%</b>	<b>4,692,956</b>	<b>4,354,000</b>	<b>3,939,588</b>	<b>3,725,798</b>
<b>Income (Loss) Before Cap Ex</b>	<b>(4,335,683)</b>	<b>(4,199,546)</b>	<b>103%</b>	<b>(4,510,641)</b>	<b>(4,181,700)</b>	<b>(3,892,273)</b>	<b>(3,715,798)</b>
Capital Expenditure - Fitness Equip	-	-	-	-	-	-	-
Capital Expenditure - MIS	-	-	0%	-	-	-	-
Capital Expenditure - FF&E	22,861	22,861	100%	50,000	-	-	-
Capital Expenditure - Parking	-	-	0%	-	-	-	-
Capital Expenditure - Building	57,861	57,861	100%	-	-	-	-
Capital Expenditure - Carry-Over	-	-	-	-	-	-	-
Total Capital Expenditures	80,722	80,722	100%	50,000	-	-	-
<b>NET INCOME (LOSS)</b>	<b>(4,416,405)</b>	<b>(4,280,268)</b>	<b>103%</b>	<b>(4,560,641)</b>	<b>(4,181,700)</b>	<b>(3,892,273)</b>	<b>(3,715,798)</b>

**Fitness Centers Roll-up  
Budget FY2022-23**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget 20 &amp; 19</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Classes & Group	23,310	38,118	61%	5,835	135,082	129,638	132,818
Membership Revenue	620,063	393,673	158%	29,895	853,891	849,451	830,099
Individual / Consult / Single-Day	613,145	599,089	102%	116,941	1,027,513	996,767	913,934
Toddler Town Revenues	27,025	33,924	80%	-	485,003	387,902	400,404
Camp Revenue	394,616	213,195	185%	-	415,974	433,795	381,410
Retail Revenue	610	-	-	-	27,003	13,938	14,440
Food/Beverage Revenue	-	1,500	0%	-	12,177	25,885	23,802
Childcare Revenue	-	-	-	-	9,411	9,306	10,399
Balance Due on Account	-	-	-	(8,785)	(21,468)	(15,000)	-
Facility Rental	21,910	52,280	42%	39,000	49,813	44,604	54,898
Total User - Fees	1,700,679	1,331,778	128%	182,885	2,994,398	2,876,285	2,762,204
Property Tax Revenue	-	-	-	-	-	-	-
Lease Revenue	-	-	-	-	-	-	-
Interest Revenue	-	-	-	-	-	-	-
Limited Partnership Revenue	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	-
BOE allocation to tenants	-	-	-	-	-	-	-
Revenue - POC	-	-	-	-	-	-	-
Revenue - Prospect South Bay	-	-	-	-	-	-	-
Revenue (Discontinue Unless Misc.)	-	-	-	-	-	-	-
Total Government	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>1,700,679</b>	<b>1,331,778</b>	<b>128%</b>	<b>182,885</b>	<b>2,994,398</b>	<b>2,876,285</b>	<b>2,762,204</b>
Salaries - Reg FT - Ben	513,048	557,356	92%	606,836	618,866	617,159	567,597
Salaries - Reg PT - Ben	368,260	521,677	71%	492,717	974,286	868,642	817,697
Salaries - Reg PT - PERS-only	-	-	-	-	-	-	-
Salaries - Reg PT - No Ben	-	-	-	-	-	-	-
Salaries - Temporary PT - No Ben	-	-	-	-	-	-	-
Salaries - Instructors - No Ben	367,816	246,678	149%	144,919	262,099	258,515	261,832
Cafeteria Plan Contribution	93,931	78,763	119%	134,520	123,898	119,134	112,662
Payroll Taxes	92,903	102,966	90%	101,039	137,578	128,394	122,867
LTD Insurance	5,149	2,000	257%	3,261	2,921	2,655	2,552
Pension Plan Contribution	197,791	124,404	159%	145,745	120,732	94,267	83,600
Unemployment Benefits	-	-	-	-	-	-	-
Employee Incentive Bonus	-	800	0%	-	-	-	-
Employee Service Awards Expense	-	-	-	-	-	-	-
Vacation / Sick Leave	-	-	-	-	-	-	-
Total Payroll Expenses	1,638,898	1,634,644	100%	1,629,037	2,240,381	2,088,766	1,968,807
COGS - Cost of Goods Sold - Non-Food	3,191	2,591	123%	-	11,262	14,680	16,850
Cafe Supplies - Cost of Good Sold - Food	8,676	7,945	109%	-	16,588	16,588	19,470
Consumables (Food Used as Supplies)	-	5,000	0%	-	250	250	492
Client Transportation	-	-	-	-	13,930	13,930	13,930
Office Supplies	7,548	9,758	77%	3,372	8,305	8,322	6,586
Gym / Locker Room Supplies	35,244	31,480	112%	12,049	46,240	39,632	30,842
Program Supplies	9,301	9,601	97%	8,229	38,767	36,187	32,385
Janitorial Supplies	10,200	15,000	68%	3,373	23,315	22,360	22,605
Other Supplies	-	-	-	-	-	-	-
Total Program Costs	74,160	81,375	91%	27,023	158,656	151,949	143,160
Employee Retention & Recognition	700	-	-	1,217	905	2,825	2,825
Employee Wellness	-	-	-	-	-	-	-
ADP Payroll Processing Fees	-	-	-	-	-	-	-
Education & Training Seminars	3,996	4,000	100%	4,500	7,286	12,866	8,953
Insurance - Worker's Comp	14,238	10,810	132%	23,795	34,849	41,016	47,555
Recruitment	996	-	-	-	3,507	4,474	2,511
Tuition Reimbursement	-	-	-	-	-	-	-
Uniforms	3,896	2,600	150%	-	9,477	9,477	7,877
Employee Travel/Parking	-	-	-	-	2,250	1,300	-
CSI Over / Short Deposit	-	-	-	-	-	-	-
Total Human Resources Expenses	23,826	17,410	137%	29,511	58,275	71,958	69,721

**Fitness Centers Roll-up  
Budget FY2022-23**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget 20 &amp; 19</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
IT Server Equipment	-	-	-	-	-	-	-
IT Workstations	-	-	-	-	-	-	5,200
Presentational Equipment	-	-	-	-	-	-	-
Phone Equipment	-	-	-	-	-	-	-
IT Repair & Maintenance Parts	-	-	-	-	-	-	-
IT Website / Internet Equipment	-	-	-	-	-	-	-
IT Monitors & Printers	-	-	-	-	-	-	-
IT Network Expense	-	-	-	-	-	-	-
IT Software Expense	62,988	68,859	91%	64,200	73,747	64,593	61,792
Total Information Systems Expenses	62,988	68,859	91%	64,200	73,747	64,593	66,992
Advertising	-	-	-	-	-	-	-
Community Education Materials	-	-	-	-	-	-	-
Community Outreach	-	-	-	475	1,100	1,100	1,100
Internet / Intranet / Website	-	-	-	-	-	-	-
Dues & Memberships	3,597	2,745	131%	2,745	3,488	3,488	2,824
Educational Materials	-	-	-	203	243	243	243
Mailing Services	-	-	-	-	-	-	-
Management of Volunteers	-	-	-	-	-	-	-
Meetings	1,000	1,000	-	-	1,200	-	-
Postage	900	700	129%	606	1,083	1,168	1,171
Printing	5,282	6,845	77%	8,446	11,477	10,180	5,216
Promotional Items / Materials	0	-	-	-	-	-	-
Subscriptions	1,824	850	215%	209	209	143	143
Business Promotion Allocation	0	-	-	-	5,000	5,000	-
Total Community Relations	12,603	12,140	104%	12,683	23,801	21,323	10,697
Building Maintenance & Repair	17,400	17,205	101%	7,925	23,293	24,941	24,941
Equipment/Furniture < \$5,000	6,600	6,500	102%	5,667	33,203	35,456	33,100
Equipment/Lease	3,040	-	-	-	-	21,628	60,900
Equipment/ General Maintenance & Repair	11,966	11,965	100%	3,083	15,898	24,745	17,895
Landscape Maintenance	8,472	7,800	109%	8,367	8,367	8,367	8,367
Electricity	46,800	24,000	195%	30,000	50,000	50,000	50,000
Gas	480	276	174%	252	546	546	840
Water	-	-	-	-	-	-	-
Waste Removal	5,112	2,844	180%	2,844	2,844	2,904	2,856
Plant Service	-	-	-	1,650	1,650	-	1,500
Telephone	-	-	-	-	-	1,650	-
Janitorial Services	130,524	89,840	145%	23,000	119,700	120,000	120,000
Total Facilities Expenses	230,394	160,430	144%	82,788	255,502	290,237	320,399
Accounting Services	-	-	-	-	-	-	-
Banking Services	45,833	45,833	100%	10,000	77,904	76,140	75,900
Election Expense	-	-	-	-	-	-	-
Laundry Services	2,736	9,694	28%	-	90,745	92,017	101,962
Legal Services	-	-	-	-	-	-	-
Outside Services	24,000	24,000	100%	1,000	3,670	18,800	11,754
Outside Service-Research	-	-	-	-	-	-	-
Outside Services - H&F	27,960	40,000	70%	4,000	104,353	127,826	123,763
Outside Services - Property	-	-	-	-	-	-	-
Engineering / Maintenance Services	-	-	-	-	-	-	-
Research Services	-	-	-	-	-	-	-
Service Contracts	23,268	22,860	102%	23,790	72,689	67,330	72,994
Taxes & Licensing	250	250	100%	904	1,569	968	968
Total Professional Services Expenses	124,047	142,637	87%	39,694	350,930	383,080	387,341
Prospect South Bay	-	-	-	-	-	-	-
Interest Expense	-	-	-	-	-	-	-
Debt Service - Principal Payment	-	-	-	-	-	-	-
Indirect Admin Services	-	-	-	-	-	-	-
Insurance - General	23,958	23,502	102%	42,318	37,727	39,263	41,592
Total Other Expenses	23,958	23,502	102%	42,318	37,727	39,263	41,592

**Fitness Centers Roll-up  
Budget FY2022-23**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget 20 &amp; 19</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Grant Expense	-	-	-	-	-	-	-
Health Fund - Youth	-	-	-	-	-	-	-
Health Fund - Adults	-	-	-	-	-	-	-
Health Fund - Seniors	-	-	-	-	-	-	-
Holiday Assistance	-	-	-	-	-	-	-
Total Funds & Grants Expenses							
<b>TOTAL EXPENSES</b>	<b>2,190,875</b>	<b>2,140,997</b>	<b>102%</b>	<b>1,927,255</b>	<b>3,199,020</b>	<b>3,111,169</b>	<b>3,008,709</b>
<b>Income (Loss) Before Cap Ex</b>	<b>(490,196)</b>	<b>(809,219)</b>	<b>61%</b>	<b>(1,744,369)</b>	<b>(204,623)</b>	<b>(234,884)</b>	<b>(246,505)</b>
Capital Expenditure - Fitness Equip	-	-	-	-	-	-	-
Capital Expenditure - MIS	-	-	-	-	37,300	5,000	-
Capital Expenditure - FF&E	-	5,000	#VALUE!	-	301,600	14,340	13,224
Capital Expenditure - Parking	-	-	-	-	-	-	-
Capital Expenditure - Building	1,000,000	18,000	5556%	-	15,000	24,464	22,033
Capital Expenditure - Carry-Over	-	-	-	-	-	-	-
Total Capital Expenditures	1,000,000	23,000	4348%	22,500	353,900	43,804	35,257
<b>NET INCOME (LOSS)</b>	<b>(1,490,196)</b>	<b>(832,219)</b>	<b>179%</b>	<b>(1,766,869)</b>	<b>(558,523)</b>	<b>(278,688)</b>	<b>(281,762)</b>



## Support & Other Programs Services Roll-up

### Budget 2022-2023

	Budget FY22-23	Budget FY21-22	% Var Between Budget 22 & 21	Budget FY20-21	Budget FY19-20	Budget FY18-19	Budget FY17-18
Revenue - Classes / Group	-	-	-	-	-	-	-
Membership Revenue	-	-	-	-	-	-	-
Individual / Consult / Single-Day	-	-	-	-	-	-	-
Toddler Town Revenues	-	-	-	-	-	-	-
Camp Revenue	-	-	-	-	-	-	-
Food/Beverage Revenue	-	-	-	-	-	-	-
Retail Revenue	-	-	-	-	-	-	-
Childcare Revenue	-	-	-	-	-	-	-
Balances Due on Account	-	-	-	-	-	-	-
Facility Rental	-	-	-	-	-	-	-
Total User - Fees	-	-	-	-	-	-	-
Property Tax Revenue	4,750,560	4,499,541	106%	4,179,531	3,930,505	3,760,620	3,378,704
Lease Revenue	-	-	-	-	-	-	-
Interest Revenue	306,900	410,040	75%	522,068	965,861	1,000,840	975,812
Limited Partnership Revenue	1,825,000	1,898,874	96%	1,670,562	2,162,000	2,161,680	1,861,600
Donations	9,000	5,000	180%	5,000	-	-	-
Other Revenue	317,500	210,000	151%	-	-	-	-
BOE Allocation to Tenants	-	-	-	-	-	-	-
Revenue - POC	-	-	-	-	-	-	-
Revenue - Prospect South Bay	-	-	-	-	-	-	-
Revenue (discontinue unless misc.)	-	-	-	-	-	4,700	-
Total Government	7,208,960	7,023,455	103%	6,377,161	7,058,366	6,927,840	6,216,116
<b>TOTAL REVENUES</b>	<b>7,208,960</b>	<b>7,023,455</b>	<b>103%</b>	<b>6,377,161</b>	<b>7,058,366</b>	<b>6,927,840</b>	<b>6,216,116</b>
Salaries - Reg FT - Ben	1,739,574	1,668,512	104%	1,598,919	1,645,367	1,673,901	1,496,234
Salaries - Reg PT - Ben	229,443	183,195	125%	151,567	139,644	86,376	90,159
Salaries - Reg PT - PERS-only	-	-	-	-	4,910	-	-
Salaries - Reg PT - no Ben	-	-	-	-	-	-	-
Salaries - Temporary PT - no Ben	-	-	-	-	-	-	-
Salaries - Instructors - no Ben	-	4,891	0%	891	-	4,872	4,740
Cafeteria Plan Contribution	294,109	303,797	97%	275,794	229,726	186,993	174,962
Payroll Taxes	141,732	142,157	100%	113,741	121,724	116,603	112,344
LTD Insurance Premiums	4,807	4,334	111%	5,567	4,825	4,718	3,968
Pension Benefits	245,690	253,344	97%	230,174	203,740	189,687	189,978
Unemployment Benefits	5,000	20,000	25%	102,000	22,000	13,000	20,000
Employee Incentive Bonus	-	380	0%	-	-	-	-
Employee Service Awards Expense	5,000	7,450	67%	6,000	7,160	2,592	2,700
Vacation/Sick Leave	-	-	-	-	-	-	-
Total Payroll Expenses	2,665,355	2,588,060	103%	2,484,653	2,379,095	2,278,742	2,095,085
COGS - Cost of Goods Sold - Non-Food	-	-	-	-	-	-	-
Cafe Supplies - Cost of Good Sold - Food	-	-	-	-	-	-	-
Consumables (Food Used as Supplies)	5,350	4,250	126%	2,800	5,400	9,150	12,244
Client Transportation	-	-	-	-	-	-	-
Office Supplies	9,140	11,636	79%	11,600	12,096	11,102	11,206
Gym / Locker Room Supplies	-	-	-	-	-	-	-
Program Supplies	4,450	3,450	129%	6,120	8,710	13,795	5,900
Janitorial Supplies	3,000	3,000	100%	3,000	2,640	2,400	2,400
Other Supplies	1,400	1,400	100%	1,704	3,790	4,340	3,240
Total Program Costs	23,340	23,736	98%	25,224	32,636	40,787	34,990
Employee Retention & Recognition	2,801	4,300	65%	5,100	5,220	5,860	7,111
Employee Wellness	26,410	21,400	123%	21,400	17,800	43,227	50,664
ADP Payroll Processing Fees	3,300	3,600	92%	37,200	38,400	46,536	60,132
Education & Training Seminars	19,651	18,860	104%	14,570	19,770	19,271	27,245
Insurance - Worker's Comp	13,294	14,610	91%	4,987	3,243	3,903	4,524
Recruitment	15,056	14,786	102%	11,900	19,542	17,625	26,334
Tuition Reimbursement	5,000	7,500	150%	5,000	13,458	11,160	13,836
Uniforms	2,000	9,850	20%	5,500	7,170	4,170	3,600
Employee Travel/Parking	13,070	8,720	150%	10,570	24,700	27,102	26,738
CSI Over / Short Deposit	-	-	-	-	-	-	-
Total Human Resources Expenses	100,582	103,626	97%	116,227	149,303	178,854	220,184

**Support & Other Programs Services Roll-up  
Budget 2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget 22 &amp; 21</b>	<b>Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
IT Server Equipment	-	-	-	9,000	5,000	2,500	7,000
IT Workstations	-	-	-	-	-	-	-
IT Hardware / Electronics	-	-	-	7,000	-	-	2,000
Phone Equipment	-	4,000	-	9,000	9,000	9,000	6,000
IT Repair & Maint. Parts	1,800	1,800	100%	-	1,500	1,740	1,240
IT Website / Internet Equipment	-	-	-	1,800	-	-	2,353
IT Monitors & Printers	-	1,000	-	-	-	-	1,000
IT Network Expense	-	-	-	-	-	2,200	2,200
IT Software Expense	196,480	205,432	96%	119,500	97,248	95,700	64,133
Total Information Systems Expenses	198,280	212,232	93%	146,300	112,748	111,140	85,926
Advertising	122,613	116,912	105%	124,500	118,000	117,389	141,670
Community Education Materials	-	-	-	-	-	-	-
Community Outreach	26,600	27,950	95%	26,750	32,408	33,850	20,238
Internet / Intranet / Website	13,900	14,700	95%	27,000	14,000	10,000	15,000
Dues & Memberships	38,540	29,325	131%	25,355	27,795	25,920	24,905
Educational Materials	200	500	40%	500	500	500	500
Mailing Services	7,000	7,000	100%	7,400	10,680	10,680	9,050
Management of Volunteers	16,075	33,520	48%	25,000	24,900	21,605	17,940
Meetings	9,300	9,300	100%	6,300	27,700	26,410	28,550
Postage	37,720	37,600	100%	37,800	52,800	63,040	65,743
Printing	135,120	115,800	117%	120,490	131,240	151,240	135,125
Promotional Items/Materials	34,050	30,000	114%	28,500	42,000	50,850	54,380
Subscriptions	620	620	100%	1,120	1,000	-	-
Business Promotion Allocation	-	-	-	-	-	-	-
Total Community Relations	441,738	423,227	98%	430,715	483,023	511,484	513,101
Building Maintenance & Repair	-	-	-	-	-	-	-
Equipment / Furniture < \$5,000	1,900	3,100	61%	3,600	3,400	3,400	4,692
Equipment / Lease	7,243	7,300	99%	2,600	3,500	3,360	3,900
Equipment / General Maint. & Repair	6,080	6,100	100%	5,000	6,800	6,800	6,000
Landscape Maintenance	-	-	-	-	-	-	-
Electricity	-	-	-	-	-	-	-
Gas	-	-	-	-	-	-	-
Water	-	-	-	-	-	-	-
Waste Removal	-	-	-	-	-	-	-
Plant Service	-	-	-	1,620	1,620	1,620	1,500
Telephone	105,000	97,720	107%	71,000	63,150	64,800	56,940
Janitorial Services	-	-	-	-	-	-	-
Internal BOE Allocation	-	-	-	-	-	-	-
BOE Allocation to Tenants	-	-	-	-	-	-	-
Total Facilities Expense	120,223	114,220	136%	83,820	78,470	79,980	73,032
Accounting Services	31,000	28,400	109%	27,000	30,000	39,100	36,500
Banking Services	22,880	20,800	110%	20,800	20,800	20,800	25,300
Election Expense	313,000	-	100%	200,000	-	140,000	-
Laundry Services	-	-	-	-	-	-	-
Legal Services	88,500	88,500	100%	117,500	94,500	84,500	79,996
Outside Services	285,332	437,708	65%	490,816	394,530	258,775	230,930
Outside Service - Research	-	-	-	-	-	-	-
Outside Services - H&F	-	-	-	-	-	-	-
Outside Services - Property	-	-	-	-	-	-	-
Engineering / Maintenance Services	-	-	-	-	-	-	-
Research Services	-	-	-	-	-	-	-
Service Contracts	41,000	47,397	87%	27,600	27,600	24,000	35,496
Taxes & Licensing	6,694	6,640	101%	5,990	5,550	4,810	4,800
Total Professional Services Expenses	788,406	629,445	71%	889,706	572,980	571,985	413,022
Prospect South Bay	-	-	-	-	-	-	-
Interest Expense	20,400	15,600	131%	15,600	236,768	273,538	307,507
Pension 115 Trust Expense	-	-	-	-	-	-	-
Indirect Admin Services	-	-	-	-	-	-	-
Insurance - General	99,087	75,898	131%	88,333	64,003	65,381	65,767
Total Other Expenses	119,487	91,498	88%	103,933	300,771	338,919	373,274
Grant Expense	-	45,000	0%	45,000	45,000	45,000	45,000

**Support & Other Programs Services Roll-up  
Budget 2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Between Budget 22 &amp; 21</b>	<b>Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Health Fund - Youth	-	-	-	-	-	-	-
Health Fund - Adults	-	-	-	-	-	-	-
Health Fund - Seniors	-	-	-	-	-	-	-
Holiday Assistance	8,000	7,000	114%	5,000	7,000	7,000	-
Total Funds & Grants Expenses	8,000	52,000	104%	50,000	52,000	52,000	45,000
<b>TOTAL EXPENSES</b>	<b>4,465,410</b>	<b>4,238,045</b>	<b>98%</b>	<b>4,330,577</b>	<b>4,161,027</b>	<b>4,163,890</b>	<b>3,853,614</b>
<b>Income (Loss) Before Cap Ex</b>	<b>2,743,550</b>	<b>2,785,411</b>	<b>136%</b>	<b>2,046,584</b>	<b>2,897,339</b>	<b>2,763,949</b>	<b>2,362,502</b>
Capital Expenditure - Fitness Equip	-	-	-	-	-	-	-
Capital Expenditure - MIS	151,250	70,075	14%	32,100	42,000	100,000	42,000
Capital Expenditure - FF&E	-	147,923	95%	123,854	-	-	-
Capital Expenditure - Parking	-	-	-	-	-	-	-
Capital Expenditure - Building	-	-	-	-	-	-	-
Capital Expenditure - Carry-Over	-	-	-	29,400	-	-	-
Total Capital Expenditures	151,250	217,998	69%	185,354	42,000	100,000	42,000
<b>NET INCOME (LOSS)</b>	<b>2,592,300</b>	<b>2,567,413</b>	<b>101%</b>	<b>1,861,230</b>	<b>2,855,339</b>	<b>2,663,949</b>	<b>2,320,502</b>

**Property Rollup  
Budget 2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Budget 22 &amp; 21</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Revenue - Classes / Group	-	-	-	-	-	-	-
Membership Revenue	-	-	-	-	-	-	-
Individual / Consult / Single-Day	-	-	-	-	-	-	-
Toddler Town Revenues	-	-	-	-	-	-	-
Camp Revenue	-	-	-	-	-	-	-
Food/Beverage Revenue	-	-	-	-	-	-	-
Retail Revenue	-	-	-	-	-	-	-
Childcare Revenue	-	-	-	-	-	-	-
Balances Due on Account	-	-	-	-	-	-	-
Facility Rental	-	-	-	-	-	-	-
Total User - Fees							
Property Tax Revenue	-	-	-	-	-	-	-
Lease Revenue	4,025,769	3,906,754	103%	4,351,398	3,822,207	3,712,742	3,620,507
Interest Revenue	190,659	267,288	71%	316,683	-	-	-
Limited Partnership Revenue	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-
Other Revenue	-	10,000	0%	10,000	-	-	-
BOE Allocation to Tenants	739,251	719,857	103%	787,805	990,432	750,429	711,385
Revenue - POC	-	-	-	-	-	-	-
Revenue - Prospect South Bay	-	-	-	-	-	-	-
Revenue (Discontinue Unless Misc.)	-	-	-	-	-	-	-
Total Government	4,955,679	4,903,899	101%	5,465,886	4,812,639	4,463,171	4,331,892
<b>TOTAL REVENUES</b>	<b>4,955,679</b>	<b>4,903,899</b>	<b>101%</b>	<b>5,465,886</b>	<b>4,812,639</b>	<b>4,463,171</b>	<b>4,331,892</b>
Salaries - Reg FT - Ben	64,538	58,967	109%	84,939	83,984	81,110	66,970
Salaries - Reg PT - Ben	-	-	-	-	-	-	-
Salaries - Reg PT - PERS-only	-	-	-	-	-	-	-
Salaries - Reg PT - no Ben	-	-	-	-	-	-	-
Salaries - Temporary PT - no Ben	-	-	-	-	-	-	-
Salaries - Instructors - no Ben	-	-	-	-	-	-	-
Cafeteria Plan Contribution	6,200	6,033	103%	8,240	7,816	6,171	5,267
Payroll Taxes	4,937	4,276	115%	5,801	5,750	5,193	4,575
LTD Insurance Premiums	92	40	229%	187	178	158	127
Pension Benefits	6,425	8,854	73%	7,957	7,874	7,657	6,288
Unemployment Benefits	-	-	-	-	-	-	-
Employee Incentive Bonus	-	-	-	-	-	-	-
Employee Service Awards Expense	-	-	-	-	-	-	-
Vacation/Sick Leave	-	-	-	-	-	-	-
Total Payroll Expenses	82,192	78,171	105%	107,124	105,602	100,289	83,227
COGS - Cost of Goods Sold - Non-food	-	-	-	-	-	-	-
Cafe Supplies - Cost of Good Sold-Food	-	-	-	-	-	-	-
Consumables (Food Used as Supplies)	-	-	-	-	-	-	-
Client Transportation	-	-	-	-	-	-	-
Office Supplies	-	-	-	-	-	-	-
Gym / Locker Room Supplies	-	-	-	-	-	-	-
Program Supplies	-	-	-	-	-	-	-
Janitorial Supplies	2,400	2,000	120%	6,000	10,000	12,000	28,800
Other Supplies	-	-	-	-	-	-	-
Total Program Costs	2,400	2,000	120%	6,000	10,000	12,000	28,800
Employee Retention & Recognition	-	-	-	-	-	-	-
Employee Wellness	-	-	-	-	-	-	-
ADP Payroll Processing Fees	-	-	-	-	-	-	-
Education & Training Seminars	-	-	-	-	-	-	-
Insurance - Worker's Comp	-	465	0%	307	184	210	244
Recruitment	-	-	-	-	-	-	-



**Property Rollup  
Budget 2022-2023**

	Budget FY22-23	Budget FY21-22	% Var Budget 22 & 21	Adjusted Budget FY20-21	Budget FY19-20	Budget FY18-19	Budget FY17-18
Tuition Reimbursement	-	-	-	-	-	-	-
Uniforms	-	-	-	-	-	-	-
Employee Travel/Parking	-	-	-	-	-	-	-
CSI Over / Short Deposit	-	-	-	-	-	-	-
Total Human Resources Expenses	-	465	0%	307	184	210	244
IT Server Equipment	-	-	-	-	-	-	-
IT Workstations	-	-	-	-	-	-	-
Presentational Equipment	-	-	-	-	-	-	-
Phone Equipment	-	-	-	-	-	-	-
IT Repair & Maint. Parts	-	-	-	-	-	-	-
IT Website / Internet Equipment	-	-	-	-	-	-	-
IT Monitors & Printers	-	-	-	-	-	-	-
IT Network Expense	-	-	-	-	-	-	-
IT Software Expense	-	-	-	-	-	-	-
Total Information Systems Expenses	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-
Community Education Materials	-	-	-	-	-	-	-
Community Outreach	-	-	-	-	-	-	-
Internet / Intranet / Website	-	-	-	-	-	-	-
Dues & Memberships	-	-	-	-	-	-	-
Educational Materials	-	-	-	-	-	-	-
Mailing Services	-	-	-	-	-	-	-
Management of Volunteers	-	-	-	-	-	-	-
Meetings	-	-	-	-	-	-	-
Postage	-	-	-	-	-	-	-
Printing	-	-	-	-	-	-	-
Promotional Items / Materials	-	-	-	-	-	-	-
Subscriptions	-	-	-	-	-	-	-
Business Promotion Allocation	-	-	-	-	-	-	-
Total Community Relations	-	-	-	-	-	-	-
Building Maintenance & Repair	172,582	178,782	97%	157,370	166,980	154,315	140,880
Equipment / Furniture < \$5,000	15,000	15,000	100%	18,000	19,000	21,000	24,000
Equipment / Lease	70,260	69,012	102%	78,108	78,108	88,452	85,956
Equipment / General Maintenance & Repair	111,000	111,000	100%	110,842	110,842	110,718	96,989
Landscape Maintenance	86,434	74,313	116%	73,713	74,616	74,546	71,924
Electricity	347,760	314,850	110%	320,650	320,650	320,650	379,260
Gas	138,000	121,500	114%	126,000	126,000	126,000	144,000
Water	121,400	121,400	100%	123,700	123,700	123,700	104,400
Waste Removal	16,511	16,512	100%	12,911	12,911	12,088	12,088
Plant Service	-	-	-	3,240	3,240	3,289	3,600
Telephone	2,076	2,076	100%	-	-	-	-
Janitorial Services	162,360	139,440	116%	161,280	145,680	112,080	113,280
Total Facilities Expenses	1,243,383	1,163,885	107%	1,185,814	1,181,727	1,146,838	1,176,377
Accounting Services	-	-	-	-	-	-	-
Banking Services	300	300	100%	-	-	-	-
Election Expense	-	-	-	-	-	-	-
Laundry Services	-	-	-	-	-	-	-
Legal Services	-	-	-	-	-	-	-
Outside Services	29,747	25,247	118%	2,500	2,500	2,500	-
Outside Service-Research	-	-	-	-	-	-	-
Outside Services - H&F	-	-	-	-	-	-	-
Outside Services - Property	84,000	84,000	100%	84,000	84,000	84,000	74,000
Engineering/Maintenance Services	373,549	311,189	120%	311,029	314,597	290,826	276,790
Research Services	-	-	-	-	-	-	-

**Property Rollup  
Budget 2022-2023**

	<b>Budget FY22-23</b>	<b>Budget FY21-22</b>	<b>% Var Budget 22 &amp; 21</b>	<b>Adjusted Budget FY20-21</b>	<b>Budget FY19-20</b>	<b>Budget FY18-19</b>	<b>Budget FY17-18</b>
Service Contracts	19,494	19,495	100%	22,598	25,314	28,192	5,680
Taxes & Licensing	10,230	10,230	100%	10,230	5,882	5,882	3,652
Total Professional Services Expenses	517,320	450,461	115%	430,357	432,293	411,400	360,122
Prospect South Bay	90,000	62,000	145%	62,000	72,000	72,000	60,000
Interest Expense	107,277	153,898	70%	196,972	-	-	-
Debt Service - Principal Payment	612,723	566,102	108%	523,028	483,232	446,463	412,493
Insurance - General	217,799	203,563	107%	213,187	125,306	110,477	109,626
Total Other Expenses	1,027,799	985,563	104%	995,187	680,537	628,940	582,119
Grant Expense	-	-	-	-	-	-	-
Health Fund - Youth	-	-	-	-	-	-	-
Health Fund - Adults	-	-	-	-	-	-	-
Health Fund - Seniors	-	-	-	-	-	-	-
Holiday Assistance	-	-	-	-	-	-	-
Total Funds & Grants Expenses							
<b>TOTAL EXPENSES</b>	<b>2,873,094</b>	<b>2,680,545</b>	<b>107%</b>	<b>2,724,789</b>	<b>2,410,343</b>	<b>2,299,678</b>	<b>2,230,889</b>
<b>Income (Loss) Before Cap Ex</b>	<b>2,082,585</b>	<b>2,223,354</b>	<b>94%</b>	<b>2,741,097</b>	<b>2,402,296</b>	<b>2,163,494</b>	<b>2,101,003</b>
NR Amortization	(618,528)	(543,566)		(474,308)			
<b>General Fund Operating Income</b>	<b>1,464,057</b>	<b>1,679,788</b>	<b>87%</b>	<b>2,266,788</b>	<b>2,402,296</b>	<b>2,163,494</b>	<b>2,101,003</b>
Capital Expenditure - Fitness Equip	-	-	-	-	-	-	-
Capital Expenditure - MIS	-	-	-	-	-	-	-
Capital Expenditure - FF&E	15,000	152,600	10%	22,500	-	-	-
Capital Expenditure - Parking	-	-	-	-	-	-	-
Capital Expenditure - Building	1,743,931	1,875,842	93%	3,970,614	600,000	429,000	3,222,781
Grant-Bike Path	(1,536,460)	(1,645,019)	93%	(1,500,000)	-	-	-
Healthy Living Campus	3,942,682	6,794,857	58%	-	1,300,000	-	-
Total Capital Expenditures	4,165,153	7,178,280	58%	2,493,114	1,900,000	429,000	3,222,781
<b>NET INCOME (LOSS)</b>	<b>(2,701,095)</b>	<b>(5,498,492)</b>	<b>49%</b>	<b>(226,325)</b>	<b>502,296</b>	<b>1,734,494</b>	<b>(1,121,778)</b>

## BCHD FY2022-23 BUDGET

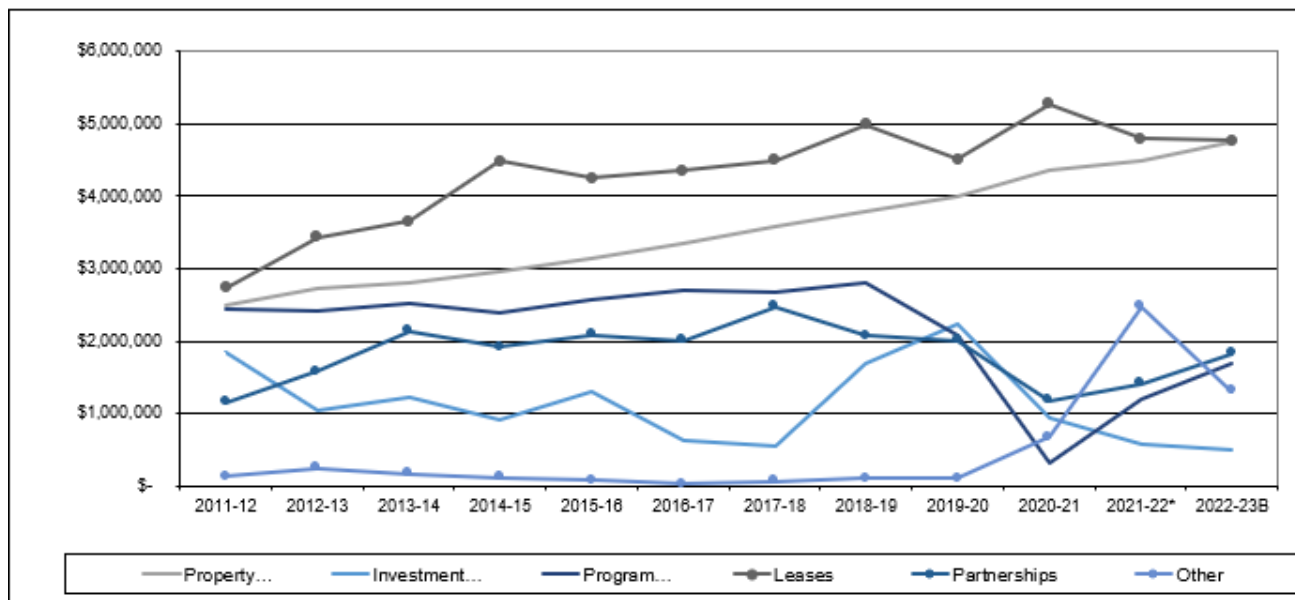


## The District Funding Sources

Beach Cities Health District (BCHD) is one of the largest preventative health agencies in the nation and has served the communities of Hermosa Beach, Manhattan Beach, and Redondo Beach since 1960. The District was originally a hospital and was built with a bond measure and funding from property taxes. Later when the District transitioned into the preventative health arena, the funds available were invested and diversified into owning and leasing property, joining partnerships, operating a health and fitness center, a youth fitness center, and keeping a portfolio of investments. With the income and user fees from these various sources, the District can offer an extensive range of dynamic health and wellness programs with innovative services and facilities that promote health in every lifespan - from children to youth to families and older adults.

### TREND BY FUNDING SOURCE

Fiscal Year	Property Taxes	Investment Earnings	Program Income	Leases	Partnerships	Other	Total
2011-12	2,499,090	1,854,308	2,431,990	2,738,616	1,151,587	133,951	10,809,542
2012-13	2,734,979	1,037,688	2,417,327	3,430,176	1,574,326	239,430	11,433,926
2013-14	2,806,501	1,235,885	2,512,897	3,648,871	2,134,248	170,706	12,509,108
2014-15	2,960,181	917,677	2,376,262	4,479,867	1,919,408	110,180	12,763,575
2015-16	3,145,703	1,301,865	2,572,774	4,244,939	2,083,332	75,955	13,424,568
2016-17	3,355,324	619,756	2,702,307	4,353,249	2,001,129	26,251	13,058,016
2017-18	3,591,891	555,677	2,671,695	4,495,927	2,473,590	68,292	13,857,072
2018-19	3,793,278	1,700,327	2,809,085	4,992,027	2,071,315	105,551	15,471,583
2019-20	3,994,702	2,224,612	2,073,958	4,505,686	2,002,771	107,956	14,909,685
2020-21	4,345,848	942,501	307,970	5,266,204	1,175,456	678,037	12,716,016
2021-22*	4,478,036	579,675	1,185,817	4,791,040	1,408,522	2,476,145	14,919,237
2022-23B	4,750,560	497,559	1,700,679	4,765,020	1,825,000	1,311,915	14,850,734
	32%	3%	11%	32%	12%	9%	100%



Source: Audited Financial Statements

\* Pre-audited financial statements B-FY22-23 Budget



The portion of each income stream (noted by “%”) compared to total District income stays relatively consistent year-over-year. However, due to COVID-19, the District closed the Health and Fitness (H&F) operations from mid-March of 2020 and re-opened in April of 2021 with limited-hour, reservation-only in-door and out-door services at 50% capacity per State of California regulations. These restrictions have not only caused difficulties recruiting new members, but also a significant number of pre-COVID members have preferred to remain on freeze or have cancelled their memberships all together. Therefore, the District saw a \$146,000 decrease in actual program revenues against the already reduced budget. In the past two fiscal years, H&F revenue plunged to 11% of the total District revenues as compared to 20% before the beginning of COVID. On the other hand, there is a material increase in other revenues due to the funds received for COVID-19 relief efforts. On March 7th of 2022, all the restrictions were lifted, and H&F operations has been focusing on regaining enrollments.

It is worth noting that in the past there have been swings. For example, from the financial recession in 2008-2009, property tax income was 20% and investment income was 15% of total District income. Current property tax portion is 29% and investment income of 8% of total District income. The diversified portfolio helps the District maintain services through different economic challenges facing the nation, the state, and the Beach Cities Health District (BCHD) jurisdiction.

**Property Taxes (32%).** The District shares on average 0.00888% (88% of a penny), 1% property tax collected by the State of California from the three beach cities (Hermosa, Manhattan, and Redondo). See Property Tax Dollar Breakdown illustrative graph on the following page.

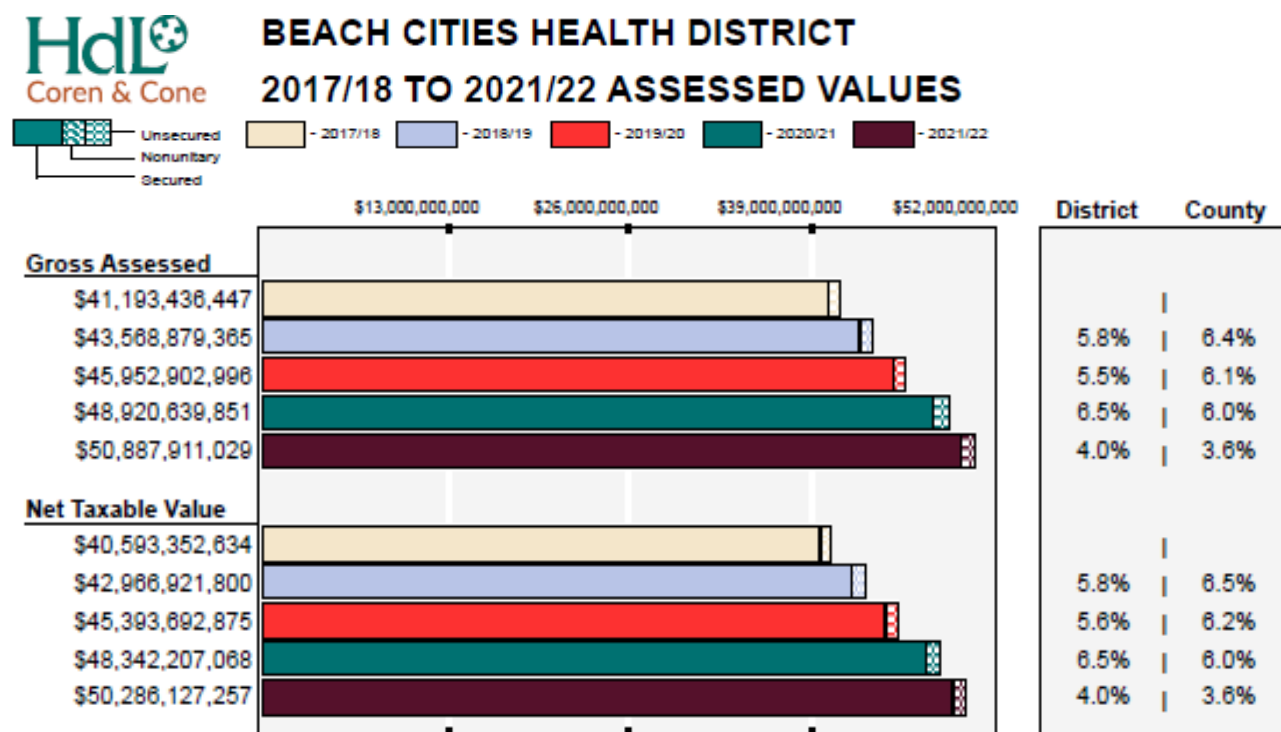
For budgeting purposes, the District uses input from HdL Coren & Cone, a reputable consulting firm, to estimate annual property taxes for Secured, Unsecured and HOX (homeowner tax exemptions) apportionments.

HdL’s General Fund (GF) forecast for growth of all values generating General Fund property tax revenue is 5.58%, without any factoring for new construction activity. Adding the trimmed average growth due to new construction for the past 8 years of \$144,002,702 would be the equivalent to an additional 0.29 growth to this base number. This would mean forecasting growth of 5.87% for 2022-23, using the historical average new construction additions. As an alternative, forecasting half of the historical average of new construction growth would result in an increase of 0.14 for a more conservative increase of 5.72% above the base line number. Thus, HdL’s conservative estimate of growth for 2022-23 would be **5.58%**

Therefore, the District budgeted \$4,750,560, an increase of **5.58%** as per HdL’s conservative estimate for FY2022-23 budget, compared to prior year budget or 6.1%, compared to 2021-22 actual property taxes of \$4,478,000. Property taxes have been trending at 5%-6% increase annually since FY2012-13. The District has collected just \$21,505 (or, 0.5%) less in property taxes than budgeted for FY21-22.

HdL notes in their report that median sale prices of single-family homes in the Beach City Health District (all cities) increased 7.37% in 2020, last year over the previous calendar year, and those median prices increased an additional 15.41% in 2021. Home sale prices as well as the number of homes coming to market have been mixed both by region and community throughout the State. However, in the cities that make up the District, there was an increase in the number of homes sold in 2021 by 352 transactions. This means that there was a 25% increase in the number of homes that sold in calendar year 2021 and these are the events that are impacting the 2022-23 forecast. HdL notes in the report that the assessor will review what is happening in terms of sale prices in individual neighborhoods and use those price points to adjust taxable values if warranted within those same geographic areas for properties reduced between 2008 and 2012. HdL's modeling applies price increases as a percentage across the board. Each year about 3%-5% of the SFR (single family resident) properties in the Prop 8 pool sell and are no longer available for restoration. The CPI (consumer price index) granted for all taxing entities in the State, per Proposition 13 for 2022-23, will be 2.00%. This is an increase from the 1.036 granted in 2021-22.

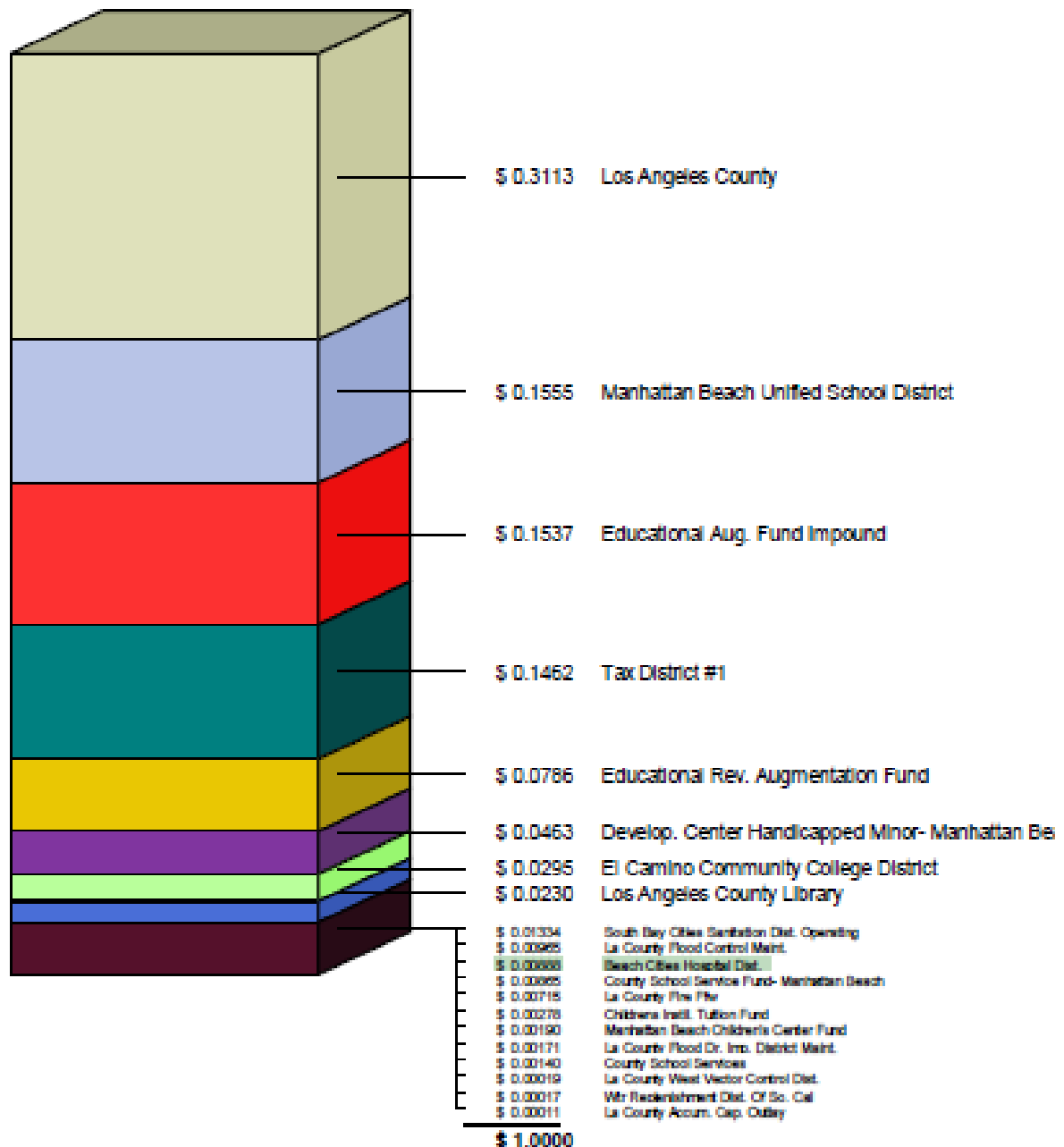
All these property tax receipts downward adjustments have been considered in the District's 15-year long-term financial outlook.



Data Source: Los Angeles County Assessor 2017/18 To 2021/22 Combined Tax Rolls



## BEACH CITIES HEALTH PROPERTY TAX DOLLAR BREAKDOWN



**Lease Revenue (32%).** Lease revenue consists of four Distinct sources: tenant rental income, tenant common building operating expense (BOE) reimbursements, parking lease revenue, and parking and notes-receivable principal payments from the parking structure and South Bay Family Health Center (SBFHC).

	<b>FY22-23</b>	<b>FY21-22</b>	<b>Variance</b>	
	<b><u>Budget</u></b>	<b><u>Budget</u></b>		
<b><u>514 Prospect Campus</u></b>				
Silverado Senior Living	905,000	905,000	-	0%
Surgery Center	542,000	531,000	11,000	2%
UCLA	356,000	359,000	(3,000)	-1%
Pacific South Bay Dialysis	-	43,000	(43,000)	-100%
Community Psychiatry	146,000	141,000	5,000	4%
Other-smaller spaces	29,000	30,000	(1,000)	-3%
	<b>1,978,000</b>	<b>2,009,000</b>	<b>(31,000)</b>	<b>-2%</b>
<b><u>BOE Costs</u></b>	<b>862,000</b>	<b>788,000</b>	<b>74,000</b>	<b>9%</b>
<b><u>Off Campus</u></b>				
1837 PCH (Sunrise)	308,000	308,000	-	0%
2114 Artesia (SBFHC)	175,000	170,000	5,000	3%
2114 Artesia (SBFHC) - Notes Receivable	34,000	33,000	1,000	3%
601 PCH (Leap and Bound)	200,000	196,000	4,000	2%
Other- adjacent lot	22,000	13,000	9,000	69%
	<b>739,000</b>	<b>720,000</b>	<b>19,000</b>	<b>3%</b>
<b><u>Parking Lease</u></b>				
Ducot Parking Lease	200,000	200,000	-	0%
Ducot Notes Receivable	619,000	544,000	75,000	14%
	<b>819,000</b>	<b>744,000</b>	<b>75,000</b>	<b>10%</b>
<b><u>Total Lease Revenue</u></b>	<b>4,398,000</b>	<b>4,261,000</b>	<b>137,000</b>	<b>3%</b>

**Tenant Rental Income** - The District manages nine tenants, six of which are located at 514 Prospect Avenue in Redondo Beach, often referred to as the District “Campus”. The District lost two tenants during last fiscal year as their leases expired. The District has managed to fill out a smaller space with one tenant at the beginning of FY21-22. The other three tenants are located “off-campus” at two different properties owned by the District across the beach cities totaling \$683,000 in annual lease revenue, an increase of 1.3% or \$10,000 per contractual agreements. The District has also secured temporary lease contracts for the adjacent lot during FY22-23 for the total amount of \$22,000.



SBFHC Notes Receivable – Starting in FY21-22, SBFHC has been re-paying a ten-year loan to the District for the interior building improvements made in FY19-20 and FY20-21. Per government GAAP (Generally Accepted Accounting Principles) the principal payment is recorded as lease revenue in the BCHD General Fund. The principal loan payment for FY22-23 is \$34,250.

Tenant Common Building Operating Expense (BOE) Reimbursements – Only the tenants at 514 Prospect Avenue are subject to common area expenses, and further, only tenants with triple net leases pay common area expenses separately from their rent. A few tenants have gross tenant agreements where the rental income covers common area expenses. BOE costs are reimbursed based on contractual agreements and trued-up after each fiscal year-end. BOE fluctuates based on actual common area building expense costs. The District budgeted \$862,000 in BOE reimbursements, 9% over last year budget due to increased building maintenance expenses.

Parking Lease Revenue – The District leases out one of the parking structures to the building owner of two adjacent buildings at 514 Prospect Avenue, and receives a fixed rental income of \$200,000 through 2064.

Parking Structure Notes Receivable – In 2002, the District purchased a notes receivable from the owner of the other two buildings next to 514 Prospect Avenue, which is being amortized through 2024. As discussed above, per government GAAP, the principal payment is recorded as lease revenue in the BCHD General Fund. The principal payment increased by 14% or \$75,000 between fiscal years 2021-22 to 2022-23, per the amortization schedule. Due to the premium discount received at the execution of the notes receivable, the District is recognizing the non-cash amortization below the cash operating income for internal reporting purpose, while for the annual audited financial statement will be netted with lease revenue.

**Program Revenue (User Fees) (11%).** The District owns and operates two health & fitness facilities, AdventurePlex (“APlex”) and Center for Health and Fitness (“CHF”). APlex is mainly focused on toddlers and youth, with activities such as toddler and small children play, camps, and special events. CHF is focused on adults and older adults and operates a fitness club with “gym memberships”, personal training, group classes, etc. User fees are based on attendance and memberships.

Both facilities are budgeted, based on current trends and programs offered that are further described and reviewed in the Departmental Overview, Performance Measures and Accomplishments section.

For FY22-23, the District conservatively budgeted \$1,701,000 in program revenues, dealing with consequences of business impact from the COVID-19 pandemic. The AdventurePlex facility from H&F operations was very successful in running 2021 summer and fall, 2021-22 winter, and 2022 spring and summer camps bringing \$156,000 over the budgeted revenues in FY21-22. The District expects to continue to run the camps through FY22-23. The main goal for CHF is to continue to focus on regaining enrollments to meet the budget.

During normal times, user fees from both facilities combined cover the basic cost of operating the facilities with some support from other funding sources to cover for executive management support, advertisements, building maintenance and capital outlays.

**Limited Partnerships (12%).** The District has invested in two partnerships; Sunrise Beach Cities Assisted Living, L.P., with an 80% joint venture investment as a limited partner, and Beach District Surgery Center, L.P., with a 5% joint venture investment as a minor equity holder. Both entities are also tenants of the District. The District takes a conservative approach when budgeting for the joint venture partnership income as the result of operations tending to fluctuate considerably from year-to-year. The income from both partnerships has also been affected by COVID-19 beginning April 2020 and continued through FY21-22. In FY21-22, the District collected \$490,000 less than budgeted and therefore, the conservative strategy to not estimate any major increases in revenue equated to the trend in actual results. In FY22-23, partnership revenues are expected to recover from the pandemic and is estimated to return closer to the level of the FY21-22 budget.

**Investments (3%).** The District receives investment income from two types of sources, notes receivables interest and a cash investment portfolio. The notes receivable portion decreases each year according to the amortization schedules that goes through 2024. The investment portfolio provides interest income, and gains or losses from unrealized change in market value and realized gains or losses from sale of investments.

The total cash investment portfolio fiscal year-end June 30, 2022 is \$16.9 million, down \$3.0 million compared to prior year June 30, 2021. The decrease is due to the transfers from the portfolio to the District's operations account to cover the fixed costs during the pandemic, capital expenditures for Health Living Campus and to meet the District obligations on the grants to the community and the school districts.

<b>BCHD Investment Portfolio Performance</b>			
<b>Fiscal Year - Actual</b>	<b>FY19-20</b>	<b>FY20-21</b>	<b>FY21-22</b>
Portfolio - @ Cost	\$ 22,426,035	\$ 19,543,183	\$ 16,007,371
Cost to Market Valuation	840,901	207,889	(847,250)
Portfolio - @ Market *	23,266,936	19,751,072	15,160,121
US Bank Money Market	73,617	111,541	163,264
<b>Managed Portfolio - @ Market</b>	<b>\$ 23,340,553</b>	<b>\$ 19,862,613</b>	<b>\$ 15,323,385</b>
CAMP & LAIF *	2,584,990	236,640	1,615,466
<b>Total Value - @ Market</b>	<b>\$ 25,925,543</b>	<b>\$ 20,099,252</b>	<b>\$ 16,938,851</b>
Yield to Maturity @ Cost	2.08%	1.36%	1.39%
Yield to Maturity @ Market	0.53%	0.58%	3.00%
Duration to Maturity (Years)	2.56	2.68	2.49
Portfolio Interest Income	591,152	379,646	242,480
Realized Gain / (Loss)	194,088	245,787	69,908
<b>Net Portfolio Gain / (Loss)</b>	<b>\$ 785,240</b>	<b>\$ 625,433</b>	<b>\$ 312,387</b>
Notes Receivable (NR) Interest	414,116	317,068	267,288
<b>Interest Income Realized</b>	<b>\$ 1,199,356</b>	<b>\$ 942,501</b>	<b>\$ 579,675</b>
Pension 115 Trust Earnings	97,771	588,608	(419,967)
Unrealized Gain/(Loss)	589,889	(559,777)	(1,058,854)
Deduct - NR Discount Amortization		(474,308)	(543,566)
<b>Total BCHD Interest Income</b>	<b>\$ 1,887,016</b>	<b>\$ 497,024</b>	<b>\$ (1,442,712)</b>

**Other Revenues and Grants (9%).** For the past three years, other revenues and grants has been increasing from 1% of the total District budget to 9% in FY22-23, since the District has applied and has been awarded new grants for Youth Services listed in this section.

On October 30, 2019, the District was awarded an Annual Grant for Drug-Free Communities (DFC) Support Program by the Department of Health and Human Services (HHS) Substance Abuse and Mental Health Services Administration for the amount of \$125,000 annually, totaling \$625,000 for five years for the period from 10/30/2019 to 09/30/2024. DFC Support Program was established under the Drug-Free Communities Act of 1997, P.L. 105-20. The purpose of DFC funding is to address two major goals: 1) establish and strengthen collaboration among communities, public and private non-profit agencies, and federal, state, local and tribal governments to support the efforts of community coalitions, and 2) reduce substance use among youth and, over time, among adults.

Another source of an additional revenue is coming from a partnership agreement with the City of Manhattan Beach, the Hermosa Beach City School District, Manhattan Beach Unified School District and Redondo Beach Unified School District for the District to provide a Juvenile Diversion Program ("JDP"). The JDP is an intervention process that addresses offenses committed by young offenders up to the age of 23, directing them away from involvement with the criminal courts. The objectives are to hold youth fully accountable and prevent recidivism without the stigma and far-reaching entanglements that accompany entry into the criminal justice system. As full compensation for District's services provided under this agreement, city and the District share 50/50 in the expenses

not to exceed \$50,000 for each partner. In FY22-23 there is an additional revenue of \$32,500 from the school district partnerships. The services extend to all three school districts within the jurisdiction and the District is working out the shared funding structures for future budget years.

In addition, the District receives \$37,315 per year to provide on-site care management services for eligible seniors and disabled residents for the City of Manhattan Beach and an annual grant from Sunrise Assisted Living for the amount of \$10,000. The remaining other revenues include reimbursements for Holiday Gift Donations budgeted at \$9,000 for FY22-23.

In FY22-23, the District has budgeted \$317,500 in revenues from FEMA for remaining reimbursements of expenses for COVID-19 relief efforts. The majority of the budget is for reimbursements for the vaccine clinics held in FY21-22, which are payable at the end of the project. In FY21-22, the District has budgeted \$210,000 for COVID-19 relief reimbursements and received the total of \$2,111,600 in funds as shown below:

- In January, the District was awarded \$1,130,937 in COVID-19 relief funding. The 2021 Budget Act appropriated \$100 million one-time General Fund to provide fiscal relief to independent special districts for revenue losses and or unanticipated costs incurred due to the COVID-19 public health emergency.
- In March, the District was awarded \$20,000 from CalVaxGrant program, administered by Physicians for a Healthy California (PHC) for its efforts to vaccinate all eligible residents against COVID-19. The funds awarded by the CA Department of Finance and PHC excluded FEMA eligible expenditures that the District has already received, submitted and those still being submitted.
- Direct emergency response expenditures from testing, vaccinations, public health outreach, etc., for all residents are eligible for FEMA reimbursement. In times of a national emergency, government entities at all levels provide a unified, national response that required the District to disseminate its emergency response equitably to the local community, including people who work or live in the District as well as others who needed emergency assistance that were not limited to residents of the health District. To date, the District has received \$1,093,090 in reimbursements from FEMA including \$784,572 in FY21-22.
- The District has received \$176,100 in reimbursements from the three school districts for the COVID-19 testing for students.



The District will continue to apply for reimbursements for ongoing COVID-19 relief efforts.

**Youth Wellness Center.** BCHD's Youth Wellness Center is being funded by a four-year grant of \$2,000,000 from the California Mental Health Services Oversight and Accountability Commission. The aim is to increase youth access to critical mental health services and support by creating a central physical space to serve the health needs of residents ages 12-25. The District applied for the grant in FY19-20 and was awarded in June 2021.

Affiliated with Stanford University's Department of Psychiatry and Behavioral Sciences/Center for Youth Mental Health and Wellbeing, the allcove Youth Wellness Center will serve young people ages 12-25, providing a unique space for access mental health services, resources, support for friends, family, and the larger community. Located in Redondo Beach, the Youth Wellness Center will be accessible to neighboring communities in Service Planning Area 8 (including Carson, El Segundo, Gardena, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lomita, Manhattan Beach, Palos Verdes Estates, Rancho Palos Verdes, Rolling Hills, Rolling Hills Estates, Torrance, and the Harbor City/San Pedro/Wilmington) communities of the City of Los Angeles, along with the unincorporated areas of the County of Los Angeles Districts 2 and 4. The Youth Wellness Center will be a safe place for youth to reduce stigma, embrace mental wellness, and increase community connection. The Youth Wellness Center is scheduled to open in October of 2022. There is \$730,600 revenue budgeted for FY22-23 from the grant. In FY21-22 the District budgeted conservatively \$30,000 and received the actual amount of \$81,000.

**Measure M Funding Agreement.** On January 10, 2020, the District signed the Agreement with Los Angeles County Metropolitan Transportation Authority ("LACMTA") for the project to build a Diamond Street to Flagler Lane Bicycle Lane in Redondo Beach. This project is eligible for funding under Line 66 of the Measure M Expenditure Plan. The Funds are currently budgeted for \$1,833,877 and Measure M Funds have been awarded for 100% of the cost in fiscal year (FY). In FY22-23, the remaining budget is \$1,534,984 and will be requested from Metro and recorded as Other Revenues as received annually for audited financial statement purposes while budgeted net of capital investments for internal financial reporting and management.

# BCHD FY2022-23 BUDGET



## Capital Investments and Expenditures, Healthy Living Campus

## Approved Capital Expenditures Budget FY2022-23

Current Year		Board Approved Budget
<b>MIS Expenditures</b>	<b>BCHD Department</b>	
PBB Budget SW - Program Cost Structure & Reporting	Finance	10,000
PBB Budget SW - RecourseX Metrics & Scoring	OPS	45,000
Workstations (Desktop, Laptops, Monitors)	IT	35,000
Network Refresh (Network Switches Break fixes)	IT	27,000
		<b>\$ 117,000</b>
<b>Project Building Investments</b>		
Center for Health and Fitness Relocation	CHF	\$ 1,000,000
allcove Youth Wellness Center	514 Prospect	314,000
		<b>\$ 1,314,000</b>
	<b>Total Current Year:</b>	<b>\$ 1,431,000</b>
<b>Prior Years Carry-Over</b>		
Building Improvements Contingency	514 Prospect	116,000
Building Improvements Contingency	BCHD	106,000
BCHD Cloud Based Project	IT	50,000
Network Refresh (Meraki: Switches Break-fixes)	IT	29,000
Senior & Scout House Community Center	MB	150,000
	<b>Sub-Total</b>	<b>\$ 451,000</b>
<b>Healthy Living Campus *</b>	Property	<b>3,943,000</b>
<b>Bike Path</b>	Property	<b>1,536,000</b>
<b>Bike Path - Measure M Grant</b>		<b>(1,536,000)</b>
	<b>Total Carry-Over:</b>	<b>\$ 4,394,000</b>
	<b>Grand Total **</b>	<b>\$ 5,825,000</b>

\* See following page for Healthy Living Campus Cost by Category

\*\*Cost of predevelopment expenditures was delayed due to ongoing negotiations with the preferred developer owner-operator and rolled over to FY22-23 budget. Thus, the Grand Total of \$5,825,000 for Capital Expenditures Budget is higher than the Budget Resolution of \$5,100,000.

<b>Healthy Living Campus</b>	<b>Total ITD Budget Jun 2022</b>	<b>Budget Reduction as of July 2022</b>	<b>Total District Budget Pre-Construction</b>	<b>Actuals As of June, 2022</b>	<b>Budget Remaining</b>
Architecture	4,518,000	(2,634,000)	1,884,000	1,793,479	90,521
Pre-construction Fees (Special Costs) (Engineering fees, Cost Estimator, etc.)	787,000	(256,000)	531,000	425,576	105,424
Feasibility, including EIR Study (EIR Consultant, MDS, etc.)	2,393,000	(619,000)	1,774,000	1,658,607	115,393
Legal	1,768,000	268,000	2,036,000	1,813,092	222,908
Communications	811,000	164,000	975,000	782,832	192,168
Financial: Cain Brothers - PACE & RCFE <small>(\$300,000 PACE, \$1,800,000 RCFE, \$150,000 Oth.)</small>	2,238,000	36,000	2,274,000	523,673	1,750,327
Project Management Support	2,485,000	391,000	2,876,000	2,460,059	415,941
Contingency	50,000	-	50,000		50,000
PACE TI Loan	1,000,000	-	1,000,000		1,000,000
<b>Soft Costs</b>	<b>\$ 16,050,000</b>	<b>\$ (2,650,000)</b>	<b>\$ 13,400,000</b>	<b>\$ 9,457,318</b>	<b>\$ 3,942,682</b>



## Healthy Living Campus

Beach Cities Health District, a healthcare district focused on preventive health, is working with the community to reimagine our aging, former hospital site to better reflect our mission and meet the current health needs of people who live or work in Hermosa Beach, Manhattan Beach, and Redondo Beach. Since 2017 in pursuit of this vision, BCHD has been dedicated to collecting feedback from the community, consulting with experts, and publicly vetting numerous designs and concepts for the 11-acre site with our board of directors. A Master Plan has emerged from this iterative, community-driven process to create an innovative Healthy Living Campus anchored in Health, Livability and Community.

This once-in-a-generation project is our opportunity to chart the future of health in the beach cities by purposefully building an intergenerational, vibrant campus where people can engage in healthy behaviors, form meaningful connections and be well ... for many generations to come.

The Healthy Living Campus is on the District's Redondo Beach property located at 514 North Prospect Avenue. When completed, the 11-acre site will be a hub of well-being that serves and connects beach cities residents – ranging from children and families to adults and older adults – with abundant health and wellness services, programs, and facilities.

The next step for the Healthy Living Campus is applying for a Conditional Use Permit (CUP) from the City of Redondo Beach, which is expected to happen later this year or early in 2023.

In August 2022, the BCHD Board of Directors voted 5-0 to select PMB, which has developed more than 100 health care projects, and Watermark, the ninth largest senior living operator in the U.S., as the developer and operator, respectively, for the Residential Care for the Elderly (RCFE) facility on the BCHD campus.

The proposed Healthy Living Campus project completed the Environmental Impact Report (EIR) phase in November 2021, when the BCHD Board of Directors unanimously voted to certify the EIR. It is important to note that certifying the EIR is a determination that the report was completed in compliance with the California Environmental Quality Act (CEQA), not the approval of a specific project plan or design.

A refined Draft Master Plan was presented at the June 17, 2020, virtual Board of Directors meeting. The pared-down project includes:

- **Fewer Units:** The number of Residential Care for the Elderly (RCFE) units was reduced, from 420 to 220;
- **Smaller Building Sizes:** The square footage of the new buildings decreased, from 423,000 sf to 253,700 sf; with plans to shift buildings farther from adjacent homes;
- **Less Build Time:** Active construction time was shortened from nine to five years in two phases (instead of three).

**Phase 1**

- Residential Care for the Elderly (RCFE) - Memory Care & Assisted Living
- Program for All-Inclusive Care for the Elderly (PACE)
- Community Services (Social Workers, Assistance, Information and Referral, Youth Wellness Center)
- Active Open Green Space
- Parking

**Phase 2**

- Community Wellness Pavilion
- Aquatics
- Center for Health & Fitness
- Parking

Planning for the Healthy Living Campus project has been a multi-year endeavor and continues today. The proposed project has undergone revisions based on community feedback and input from expert structural and financial consultants. Further changes are expected in collaboration with the new partners (PMB and Watermark), but further revisions must comply with the now-certified EIR.

**Healthy Living Campus Map**





# **RCFE Community Needs & Market Assessment Study**

# BCHD Finance Committee

## Defining need for assisted living

- Studies suggest that the average assisted living resident is a woman over the age of 85 who requires assistance with at least two activities of daily living
- Activities of daily living (ADLs or ADL) and instrumental activities of daily living (IADLs or IADL) are terms used in healthcare to refer to people's daily self-care activities.
- Activities of daily living include: bathing, dressing, grooming, eating, transferring, and using the toilet

# BCHD Finance Committee

## 2018 AARP Home and Community Preferences Survey

- 77% of respondents want to stay in their community as long as possible
- 76% want to remain in their current residence as long as possible
- 13% believe they will have to move to a different home in their community
- 24% believe it is likely they will move to a different community



# BCHD Finance Committee RCFE (AL) Community Need

## Step 1 – Are there Residents that need ADL Assistance?

	2021		
	Age 75+		2021 Age 75+ Seniors
Age Cohort	Population	Estimated Level of Incidence	Estimated to Require Assistance with ADLs
75 to 79	12,097	20.0%	2,419
80 to 84	9,897	31.0%	3,068
85+	8,848	50.0%	4,424
Total	30,842		9,911
Weighted Average		32.1%	

Sources: U.S. Bureau of the Census, the Need for Personal Assistance With Everyday Activities: Recipients and Caregivers  
Nielsen  
MDS Analysis

	2024		
	Age 75+		2024 Age 75+ Seniors
Age Cohort	Population	Estimated Level of Incidence	Estimated to Require Assistance with ADLs
75 to 79	13,312	20.0%	2,662
80 to 84	10,891	31.0%	3,376
85+	8,838	50.0%	4,419
Total	33,041		10,458
Weighted Average		31.7%	

# BCHD Finance Committee

## RCFE (AL) Community Need

### *Step 2 – How many Units Exist or Don't Exist?*

	2021		2024	
	#	%	#	%
<b>Resident with ADL Needs</b>	<b>902</b>	<b>100%</b>	<b>1,114</b>	<b>100%</b>
Less: Existing Units	(244)	27%	(244)	22%
Planned	(148)	16%	(148)	13%
Turnover	<u>(110)</u>	<u>12%</u>	<u>(110)</u>	<u>10%</u>
	(502)	56%	(502)	45%
Add: Homes Sold	<u>255</u>	28%	<u>324</u>	29%
<b>Residents with ADL Needs and No Assisted Living Facility</b>	<b>655</b>	<b>73%</b>	<b>936</b>	<b>84%</b>

\*) November 12, 2019 Finance Committee Meeting – The ADL needs represented are 75+ Households (shown in the prior slide) from the Redondo Beach Primary Market Area, which is defined as within a 5 miles radius from the District. The “Resident with ADL Needs” included are residents that qualify for annual income of \$160,000 or more. The needs analysis performed tests various income levels; the one above was for illustration purposes to demonstrate need for Assisted Living units even when only selecting a slice of the total population with two or more ADL needs.

# Market Study – Resident Mix

“MDS’ national and state experience with Senior housing communities and health care facilities indicates that a majority of the support **(60% to 80%) for such a community comes from a fairly narrow local market area [Primary Market Area (PMA) within approximately a 5-mile radius from the BCHD Campus]**. The remaining support (20% to 40%) can come from adjacent, secondary and, sometimes, tertiary market areas - typically stimulated by the actions of adult children/decision influencers attempting to **bring their aging parents closer** to them in the later stages of their life.”

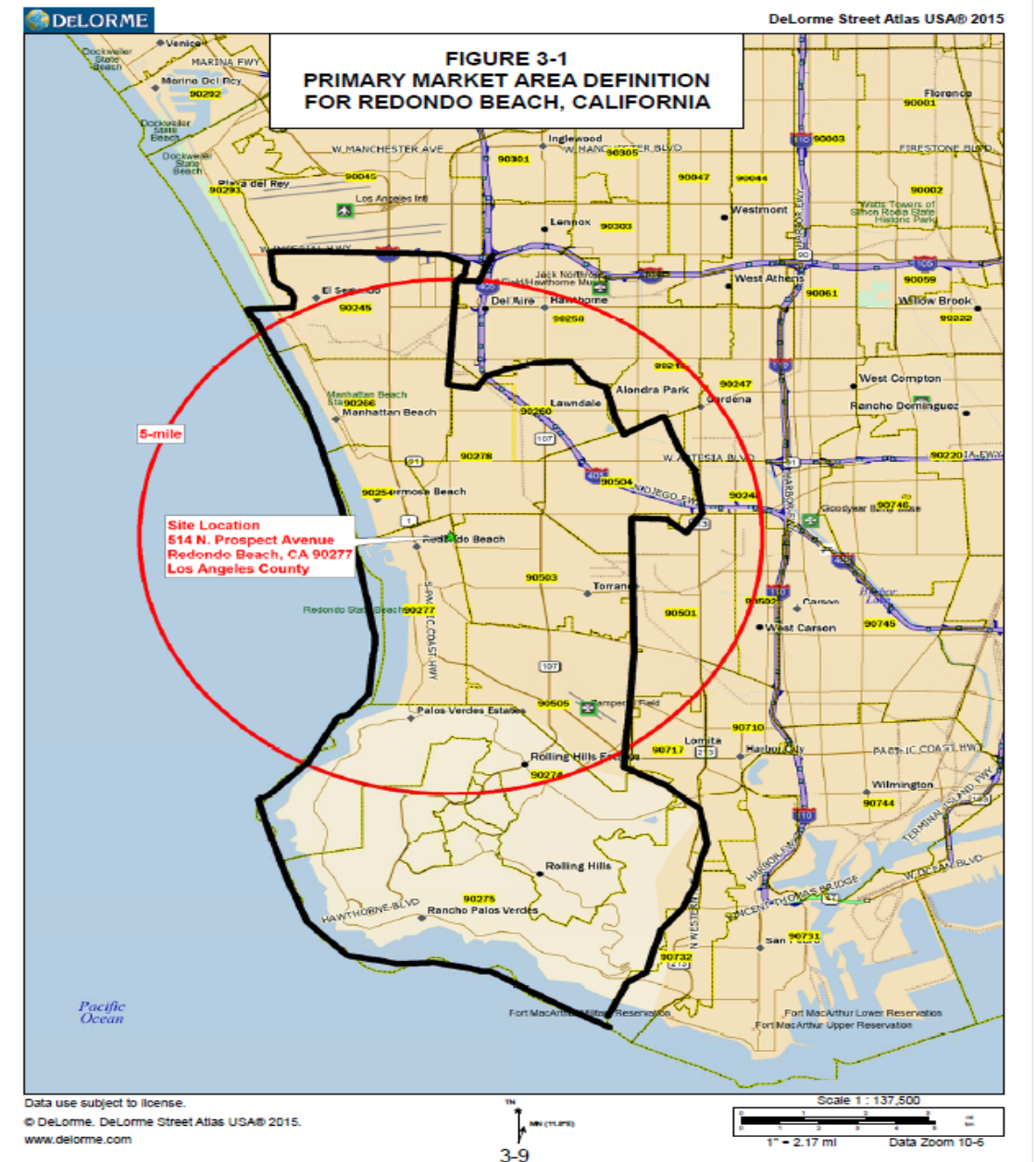
Approximately 78% of the age 75+ income qualified Seniors households and 58% of the adult children/decision influencer households in the PMA reside in five of the eleven zip code areas that contain the PMA demographics:

Age and Income Qualified Seniors	Adults Children/Decision Influencer Households
• 90275 Rancho Palos Verdes	• 90503 Torrance
• 90274 Palos Verdes Peninsula	• 90275 Rancho Palos Verdes
• 90266 Manhattan Beach	• 90277 Redondo Beach
• 90505 Torrance	• 90278 Redondo Beach
• 90277 Redondo Beach	• 90505 Torrance

Additional Primary Market Area Zip Codes:	
• 90245 El Segundo	• 90278 Redondo Beach
• 90254 Hermosa Beach	• 90503 Torrance
• 90260 Lawndale	• 90504 Torrance



# Market Study – Resident Mix

60-80% of RCFE are estimated to come from a 5-mile radius of the proposed RCFE Campus



# Understanding RCFE Affordability

## Non-Medical Home Care vs Assisted Living



A Public Agency

### Care options and costs

Is the cost of non-medical home care at home more or less expensive than the cost of assisted living?



Non-Medical Home Care	RCFE (Residential Care for the Elderly)
<div>\$27,000</div> <div>Monthly basic care cost of 24-hours per day</div> <div><ul style="list-style-type: none"><li>24-hours per day personalized care overseen by professional caregivers</li><li>Light housekeeping services</li><li>Transportation services</li></ul></div>	<div>\$4,500 – \$12,000</div> <div>Monthly basic care cost</div> <div><ul style="list-style-type: none"><li>Room and housing</li><li>24-hours per day personalized care overseen by professional staff</li><li>Activity programs and outings</li><li>Three meals a day and snacks</li><li>Housekeeping services</li><li>Maintenance services</li><li>Transportation services</li></ul></div>
<div>\$324,000</div> <div>Annual average costs of care for 24-hours per day</div>	<div>\$99,000 - \$144,000</div> <div>Annual average costs of care</div>

### Living at home with Non-Medical Home Care



#### Susie's expenses

Susie is only receiving 1/3 of the daily care at home and her expenses are the same as if she was living at a RCFE.

\$7,840 monthly (at 8 hours per day)	\$94,080 annually (at 8 hours per day)
Rent: \$2,500 monthly	Rent: \$30,000 annually
Food: \$520 monthly	Food: \$6,240 annually
Utilities: \$175 monthly	Utilities: \$2,100 annually
\$11,035 total monthly	\$132,420 total annually



#### Fred's expenses

Fred is only receiving 1/2 of the daily care at home and his expenses are more than if he was living at a RCFE.

\$17,000 monthly (at 12 hours per day)	\$151,200 annually (at 12 hours per day)
Property Taxes: \$525 monthly	Property Taxes: \$6,300 annually
Food: \$520 monthly	Food: \$6,240 annually
Utilities: \$175 monthly	Utilities: \$2,100 annually
\$18,220 total monthly	\$165,840 total annually

\*\$35.00 an hour is the average current cost for established home care agencies in the South Bay



# Next Steps – Public Outreach & Citizen Engagement

- Community Chat & Coffee with Beach Cities Health District CEO and Staff
- Community Updates
  - Newsletters
  - Community Events & Meetings
  - Public City Meetings, etc.
- Social Media Outreach
- Update Public Opinion Survey
- Hotline for Questions and Reporting of Issues

# BCHD FY2022-23 BUDGET



## DEBT OBLIGATIONS

## Debt Obligations

Currently the District's debt consists of one capital lease obligation: Parking Facility

.....

**Parking Facility** – In 2002, the District acquired the right to use certain parking facilities from Prospect South Bay, a California Limited Partnership. In return for the right to use the facilities, the District agreed to make monthly payments of \$60,000 through December 2024. The agreement provides for interest at 7.94% a year. The initial principal obligation under the agreement amounted to \$7,509,201, which was recorded as a capital lease payable for the acquisition of the parking facilities. During the fiscal year end of June 30, 2022, the District made the principal payment of \$566,101.96. The outstanding obligation of \$1,627,902.92 on June 30, 2022, and \$720,000 (\$612,723.18 for principal debt service payment, and \$107,276.82 as interest expense), is included in the fiscal 2022-23 budget. The following is a summary of future minimum lease payment requirements:

<u>Due Date</u>	<u>Applied to Principal</u>	<u>Applied to Interest</u>	<u>Total Annual Payment</u>
30 Jun 2023	612,723	107,277	720,000
30 Jun 2024	663,184	56,816	720,000
30 Jun 2025	351,996	8,004	360,000
	<b>\$ 1,627,903</b>	<b>\$ 172,097</b>	<b>\$ 1,800,000</b>

The parking facility lease is repaid by a Notes Receivable the District purchased from the same partnership to acquire the use of certain other parking facility.



## BCHD FY2022-23 BUDGET



### DEPARTMENT, ACCOUNT CONTROL & APPROVAL LIMITS

## **Department and Programs Overview & Account and Control Structure**

The 2022-2023 Budget is comprised of the following departments and programs are organized to roll up for manager-level and director-level budgetary control.

**General fund is comprised of all, 100, 400, 600, 700 departments and programs listed below.**

### **Life Span Services - 400**

- 140 Work Well
- 200 Community Services
- 405 Life Span Services Administration
- 410 Youth/School Services
- 411 Drug Free Community – Grant
- 800 Well Being Services

### **Health & Fitness Centers - 600**

- 605 Fitness Administration
- 6xx Total Fitness Operations
- **Center for Health and Fitness (CHF) - 610**
  - 611 Center for Health & Fitness
  - 612 Personal Training
  - 613 Pilates
  - 614 Yoga
  - 615 Fee Based



### **Partnership Development**

- 412 Juvenile Diversion Program
- 413 Youth Wellness – Grant - allcove



### **Adventure Plex (APLEX) - 630**

- 631 Operations
- 632 Programs
- 633 Events
- 634 Camps
- 635 Toddler Town



### **Other Programs and Services - 100**

- 130 Information Systems
- 150 Volunteer Management
- 160 Health Promotions & Communications

### **Property Operations - 700**

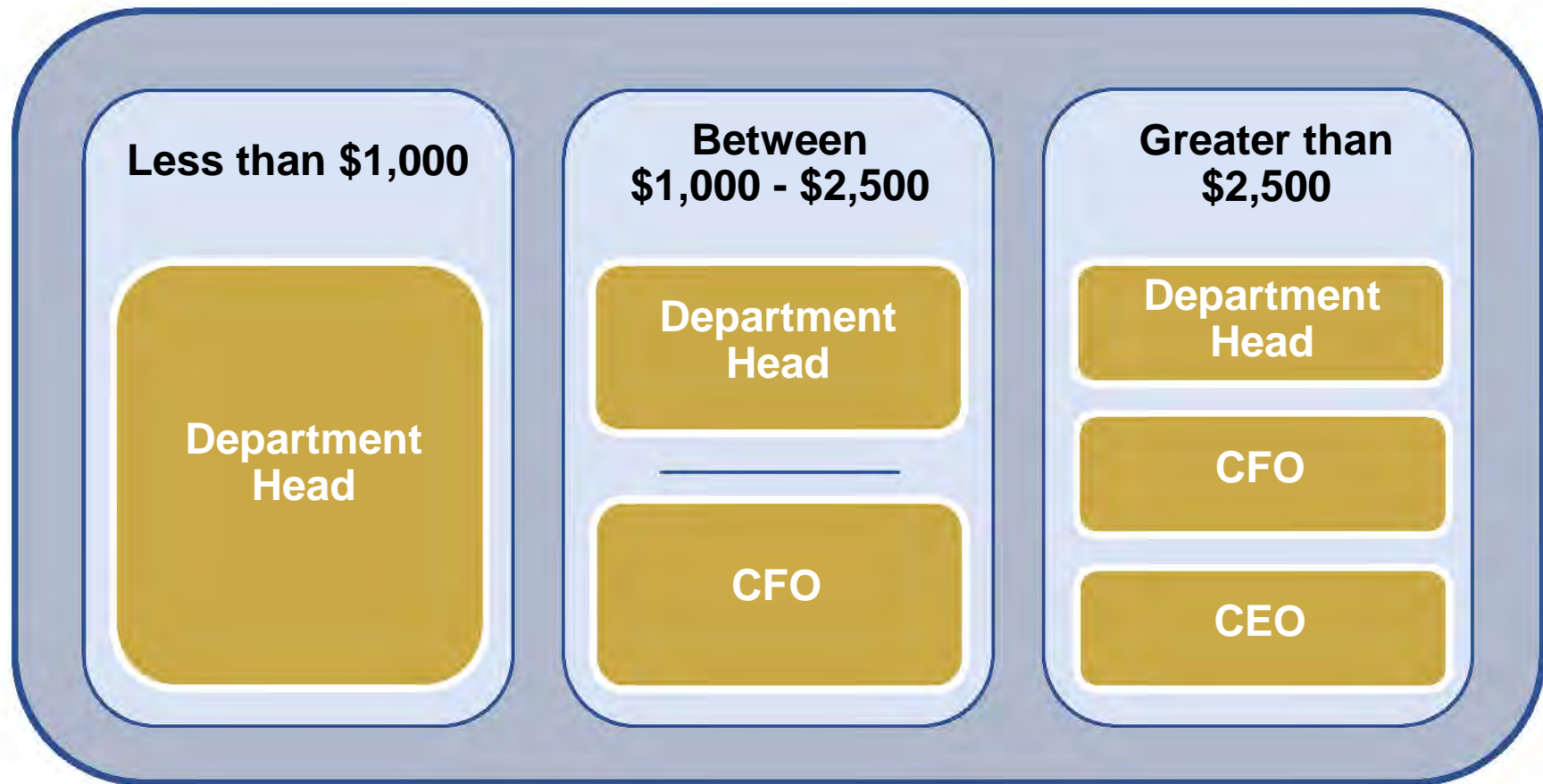
- 700 Prospect One
- 710 BCHD and Outlying Properties
- 720 Prospect Parking
- 730 Prospect Avenue (514 Prospect) Campus

### **Support Services**

- Human Resources
  - 110 Human Resources
  - 125 Administration
- Executive
  - 170 Executive Admin
  - 175 Board of Directors
- Finance
  - 120 Finance



## BCHD Approval Limits Policy



## BCHD FY2022-23 BUDGET



### LIFESPAN SERVICES

## Program Description

### ***Lifespan Services Department***

Lifespan Services is comprised of the following sub-departments:

- Youth Services
- Adult Services
- Community Services
- Community Funded Services & Grants
- Research & Evaluation

### **Lifespan Services Administration**

Provides strategic direction, management, and evaluation for BCHD programs and services that support health and wellness across the lifespans. This administrative function, in accordance with public health practice standards, seeks to address ongoing and emerging health needs of the residents in the Beach Cities. The team divides its services and focus among the sub-departments, Youth, Adult, and Community Services. The Youth Services department focus is on school aged youth. Adult Services focus is on adults aged 18-64 and on public policy and social changes to improve public health in the community. The Community Services department focus is to assist uninsured and the aging and disabled population. In addition, the Lifespans Administration receives, manages, and audits services funded in the community by the District, either by contracted agreements or through a grant request.

### **Lifespan Administration Services Organization**

Lifespan Administration Services includes the Chief Medical Advisor, and the Chief Programs Officer.

The Chief Medical Advisor provides strategic direction and oversight for all health-related programs at the District. In addition, the Chief Medical Advisor counsels on the development and implementation of the Community Health Snapshot and the District three-year Health Priorities.

The Chief Programs Officer is responsible for the implementation of programs in the community and for monitoring program effectiveness.



# BCHD FY2022-23 BUDGET



## LIFESPAN SERVICES



### YOUTH SERVICES – SUCCESS IN THE SCHOOLS

Beach cities children and adolescents are educated to be physically, socially, and emotionally prepared to become healthy adults and contributing members of society.

# allcove

## **allcove Beach Cities**

allcove Beach Cities is expected to open in October 2022. It will serve as a “one-stop shop” for young people ages 12-25 in the South Bay to access mental health and physical health services; substance use prevention and treatment; wellness services and life skills; supportive education, employment assistance; and peer and family support.

Beach Cities Health District received funding from California’s Mental Health Services Oversight and Accountability Commission for program implementation, supported by Stanford’s Center for Youth Mental Health and Well-Being, and also received federal community project funding for the facility.

When allcove Beach Cities opens, it will have a “no wrong door” policy, which is helping to close the accessibility and affordability gap and reduce the health and economic burdens of untreated mental health concerns. By focusing on prevention and early intervention, allcove Beach Cities will be able to help identify mental health disorders from the outset, modifying risk exposure and strengthening the coping mechanisms of young people to help them establish a purposeful path in life. Priority populations include transitional-aged youth, LGBTQ+, BIPOC, juvenile justice involved youth, foster youth and undocumented young people.

## **allcove Beach Cities Overview**

allcove Beach Cities will offer the following services for young people ages 12 to 25:

- Mental health
- Physical health
- Substance use
- Peer support
- Family support
- Supported education and employment
- Life skills and wellness services

allcove Beach Cities is:

- Youth-centered, co-designed with young people
- Focused on prevention, screening, and early intervention services
- Working to build youth resilience, increase early help-seeking, reduce stigma, and increase mental health literacy
- Providing rapid, easy, and affordable access for youth ages 12-25
- Integrated and multidisciplinary care, coordinated with the local youth-serving system



## allcove Beach Cities – Priority Based Budget

FY22-23 BUDGET \$		FY22-23 Health Priority \$									
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	%	TOTAL	
Dpt: 413 Youth Wellness Grant											
allcove Youth Wellness Center	1,514,216	302,843	20%	757,108	50%	302,843	20%	151,422	10%	1,514,216	
Subtotal	1,514,216	302,843	20%	757,108	50%	302,843	20%	151,422	10%	1,514,216	

## Performance Measures and Accomplishments

allcove Beach Cities is a new program. The following performance measures are proposed, in addition to improved mental health indicators for the young people ages 12-25 population:

<u>Performance Measure</u>	<u>Prior Year Actual</u>	<u>Current Year Estimate</u>	<u>Next Year Estimate</u>
	<u>FY2021-22</u>	<u>FY2022-23</u>	<u>FY2023-24</u>
Number of clinical service visits	N/A	N/A	100
Number of non-clinical service visits	N/A	N/A	1,000
Total program participants (at allcove and in the community)	N/A	N/A	3,000
Number of community events	N/A	N/A	60
Well-Being Line calls	N/A	1300	1000

## Program Description

### **Youth Services**

### **Lifespan Services – Youth Services**



The following programs are ranked by health priority:

**Youth Services** is comprised of the following Programs:

- Beach Cities Partnership for Youth
- Contract Services - Youth
- Health & Safety at Schools
- LiveWell Kids
- LiveWell Tots
- Non-Profit Grants
- Parent Education and Engagement Programs
- School Gardens/Docents/Garden Angels
- School Well-Being Line
- School Wellness Committees
- Social-Emotional Learning Programs - Schools
- Substance Use Prevention Programs- Schools
- Youth Advisory Council
- Drug Free Communities Grant

Beach Cities Health District partners with the Hermosa Beach City School District (HBCSD), Manhattan Beach Unified School District (MBUSD) and Redondo Beach Unified School District (RBUSD) to create environments that support student, staff, and family health. Key stakeholders include students, administrators, teachers, staff, families, school boards, and community partners. The Youth Services department, BCHD's communitywide coalition, and the Beach Cities Partnership for Youth, strive to create opportunities for health and well-being that allow all beach cities students to thrive, in school, and in life.

Performance Measures and Accomplishments

**Lifespan Services – Youth Services— Programs Priority Based Budget**

FY22-23 BUDGET \$		FY22-23 Health Priority \$								
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	%	TOTAL
Dpt: 410 Youth/School Services										
Beach Cities Partnership for Youth	162,615	-	0%	81,308	50%	81,308	50%	-	0%	162,615
Contract Services - Youth	689,207	137,841	20%	344,604	50%	137,841	20%	68,921	10%	689,207
Health & Safety at Schools	112,768	28,192	25%	28,192	25%	28,192	25%	28,192	25%	112,768
LiveWell Kids	187,437	140,577	75%	46,859	25%	-	0%	-	0%	187,437
LiveWell Tots	26,962	20,222	75%	6,741	25%	-	0%	-	0%	26,962
Non-Profit Grants	42,600	-	0%	-	0%	-	0%	42,600	100%	42,600
Parent Education and Engagement Programs	68,110	-	0%	34,055	50%	34,055	50%	-	0%	68,110
School Gardens/Docents/Garden Angels	94,920	94,920	100%	-	0%	-	0%	-	0%	94,920
School Well-Being Line	90,687	-	0%	45,343	50%	22,672	25%	22,672	25%	90,687
School Wellness Committees	142,396	35,599	25%	35,599	25%	35,599	25%	35,599	25%	142,396
Social-Emotional Learning Programs - Schools	73,045	-	0%	73,045	100%	-	0%	-	0%	73,045
Substance Use Prevention Programs- Schools	56,869	-	0%	-	0%	56,869	100%	-	0%	56,869
Youth Advisory Council	98,859	-	0%	49,429	50%	49,429	50%	-	0%	98,859
Subtotal	1,846,474	457,352	25%	745,174	40%	445,965	24%	197,983	11%	1,846,474
Dpt: 411 Drug Free Community - Grant										
Drug Free Communities Grant	174,637	-	0%	-	0%	87,318	50%	87,318	50%	174,637
Subtotal	174,637	-	0%	-	0%	87,318	50%	87,318	50%	174,637
Total	2,021,111	457,352	23%	745,174	37%	533,283	26%	285,302	14%	2,021,111

**Program Goals:**

**Physical and Brain Health**

LiveWell Tots (preschool)

- Improve the early childhood healthy eating environment
- Promote a positive relationship with fresh fruits and vegetables
- Increase the knowledge of nutrition and healthy behaviors

LiveWell Kids (elementary schools – HBCSD, RBUSD)

- Increase access to, and consumption of, healthy foods
- Increase the knowledge of nutrition and healthy behaviors

School Garden / Docents / Garden Angels

- Deliver LiveWell Kids curriculum to fidelity in the school gardens of all participating school sites

- Prepare and maintain the LiveWell Kids garden for delivering all lesson curriculum
- Promoting engagement between the families and the school community through volunteerism

#### School Wellness Committees / Nonprofit Grants

- Support and encourage schools to implement health and wellness practices based on each respective school's strengths and areas for improvement
- Provide funding to public and non-profit agencies to promote health and wellness in the communities of Hermosa Beach, Manhattan Beach, and Redondo Beach

### **Public Health and Safety**

#### Contract Services - Youth

- Provide the school districts with money for school counselors, school nurses and other health-related services as identified by the school district

#### Walk-to-School Days (elementary schools RBUSD, MBUSD, HBCSD)

- Create safe and walkable routes to schools
- Promote physical and social engagement for youth and families

#### School Well-Being Line

- Provide information, support, and referrals to community resources for youth and families

### **Mental Health**

#### Social-Emotional Learning Programs

- *Panorama Education* (3<sup>rd</sup>-12<sup>th</sup> grades – HBCSD, MBUSD, RBUSD)
  - Support student social-emotional learning with researched-backed surveys and actionable data reports
- Deliver real-time social-emotional programming and interventions utilizing the Panorama Playbook





Youth Advisory Council (8<sup>th</sup>-12<sup>th</sup> grades – HBCSD, MBUSD, RBUSD)

- Create opportunities for students to serve as touchstones for health issues on the minds of teens and provide recommendations and feedback on youth-centered programming
- Provide peer-to-peer education and outreach on topics to include substance use prevention, social media, and mental health

**Substance Use:**

Beach Cities Partnership for Youth Coalition, Drug-Free Communities Grant

- Decrease prevalence of alcohol, tobacco, and other drug use in teens
- Decrease stress and bullying and improve social-emotional well-being of youth
- Increase number of parents having conversations with their children about substance use, social media, mental health, and bullying
- Increase school district capacity to deliver substance use prevention

Parent Engagement and Education

- Increase number of parents having conversations with their children about substance use, social media, mental health, and bullying
- Provide parents free resources, education, and opportunities to connect on parenting issues and challenges in their efforts to help youth reach their full potential and live healthy



**Accomplishments and Objectives by the Numbers:**

<b><u>Performance Measure</u></b>	<b><u>Prior Year Actual</u></b>	<b><u>Current Year Actual</u></b>	<b><u>Next Year Estimate</u></b>
	<b><u>FY2021-22</u></b>	<b><u>FY2022-23</u></b>	<b><u>FY2023-24</u></b>
Social Wellness Committees	20	19	21
Youth Advisory Council	70	55	55
LiveWell Kids	N/A	4324	4805
School Well-Being Line	1300	2154	1000
Beach Cities Partnership for Youth / Drug Free Communities	13987	13987	13987



## Program Description

### ***Juvenile Diversion Project***

In 2019, Beach Cities Health District partnered with the City of Manhattan Beach to expand the juvenile diversion program to Hermosa Beach and Redondo Beach. Since then, more than 200 additional young people have entered the program. In 2020, a consortium was established to create the Beach Cities Juvenile Diversion Project (JDP) – a collaboration between local law enforcement, school districts and Beach Cities Health District.

Juvenile diversion is a restorative process that redirects a young person to a purposeful path, rather than entering the juvenile justice system. This diversion can be crucial to achieving lifelong success. In the absence of diversion, there can be compounding consequences for young people including increased risk of high school dropout, barriers to accessing college, trauma, substance abuse and other negative outcomes. Juvenile diversion requires that offenders learn about the harm they have caused, make amends for their behavior, accept (and actively participate) in their punishment, and develop a stronger moral compass going forward.

When a diversion program is implemented effectively, it can prevent long-term involvement in the justice system and the associated damage to health and well-being, while also improving public safety and reducing system costs.

### **Juvenile Diversion Project Overview**

Beach Cities Juvenile Diversion Project is a pre-arrest intervention. When a youth encounters law enforcement, school resource officer or school administrator after an infraction, code violation, misdemeanor or felony, they may be diverted to prevent further justice system involvement. Juvenile Diversion Project staff conducts an intake assessment, develops individual diversion and development plans, and links youth to services which may include:

- Drug and alcohol treatment
- Mental health counseling
- Enrichment activities
- Trauma-responsive preventive services
- Credible mentorship
- Family engagement and support
- Empathy-based community service

The program is administered by Joan Stein Jenkins, Esq., and since its inception, it has provided an opportunity for more than 400 young people to redirect their futures towards a purposeful path rather than entering the juvenile justice system.

## Juvenile Diversion Project – Priority Based Budget

FY22-23 BUDGET \$		FY22-23 Health Priority \$							
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	TOTAL
<b>Dpt: 413 Youth Wellness Grant</b>									
Allcove Youth Wellness Center	1,514,216	302,843	20%	757,108	50%	302,843	20%	151,422	1,514,216
<b>Subtotal</b>	<b>1,514,216</b>	<b>302,843</b>	<b>20%</b>	<b>757,108</b>	<b>50%</b>	<b>302,843</b>	<b>20%</b>	<b>151,422</b>	<b>1,514,216</b>
<b>Dpt: 412 Juvenile Diversion Program</b>									
Juvenile Diversion Project	204,486	-	0%	92,019	45%	92,019	45%	20,449	204,486
<b>Subtotal</b>	<b>204,486</b>	<b>-</b>	<b>0%</b>	<b>92,019</b>	<b>45%</b>	<b>92,019</b>	<b>45%</b>	<b>20,449</b>	<b>204,486</b>

## Performance Measures and Accomplishments

- Juvenile Diversion Project (middle and high schools – HBCSD, MBUSD, RBUSD; City of Manhattan Beach)
  - Create a restorative process that redirects young people to a purposeful path, rather than entering the juvenile justice system
  - Reduce high school dropout rates, barriers to accessing college, trauma, substance abuse and other negative outcomes

### Program Metrics

- Program participants by age, race/ethnicity, gender, zip code
- Type of offense (violation of school rules, infraction, misdemeanor, felony)
- Conditions assigned (community service, therapy/counseling, traffic rules, family involvement, substance use treatment, etc.)
- Recidivism over time

## Accomplishments / Objectives by the numbers:

<u>Performance Measure</u>	<u>Prior Year Actual</u>	<u>Current Year Estimate</u>	<u>Next Year Estimate</u>
	<u>FY2021-22</u>	<u>FY2022-23</u>	<u>FY2023-24</u>
Juvenile Diversion Project participants	75	97	100



## BCHD FY2022-23 BUDGET



### LIFESPAN SERVICES



#### WELL-BEING SERVICES

Well-Being Services aims to increase healthy behaviors to measurably improve the health and well-being of beach cities adults. Well-Being Services delivers programs such as the Blue Zones Project, the Mental Health & Happiness Initiative, and WorkWell to motivate residents to adopt and maintain healthier lifestyles.

## Program Description

### ***Lifespan Services –Adult Services (Well-Being Services, formerly Blue Zones Project)***

Adult Services is comprised of the following Programs:

#### **Well-Being Services:**

- Built Environment
- Community Workshops
- Government Affairs / Community Liaison
- Happiness Series / Chats
- Legislative Advocacy
- Micro Enrichment Grants
- Mindfulness Drop-In
- Moais
- Non-Profit Grant
- Public Health Response
- Restaurants/Grocery Stores
- Substance Use - Adults
- Tobacco Control Policy

#### **WorkWell**

- BCHD WorkWell Programs
- Community WorkWell Programs
- External Organizational Outreach and Development

#### **Adult Services Administration**

Provides strategic direction, management and evaluation for Blue Zones Project, Mental Health and Happiness, WorkWell to LiveWell, community policy efforts, and other community wellbeing programs and services. This administrative function, in accordance with public health practice standards, seeks to measurably improve the health and well-being of beach cities residents.

#### **Adult Services Organization**

In 2010, the “Beach Cities” of Hermosa Beach, Manhattan Beach and Redondo Beach partnered with Sharecare and Blue Zones, LLC to launch the Blue Zones Project™ (BZP). BZP introduced an environmental and policy approach to implementing evidence-based strategies community-wide through multi-stakeholder collaboration to measurably improve health well-being within worksites, cities, restaurants, grocery stores and through resident involvement and activation. Beach cities residents have benefitted from improved health and well-being as seen by an unparalleled increase in the Gallup Well-Being Index® (WBI). In 2021, BCHD transitioned the department to be called Well-Being Services (WBS) continuing its commitment to implementation of Blue Zones Project and focus on environmental and policy change while reflecting the expansion of the department scope to include mental health, substance abuse, worksite wellness, and policy and governmental affairs.



Staff works with key community stakeholders like city leadership, employers, restaurateurs, and residents in support of the health and well-being of our community by creating opportunities to eat healthy, live actively, and build strong connections. Staff collaborates with partners to identify and implement programs and services (e.g., worksite wellness, city livability projects, social emotional health, and food insecurity) that will improve results on Gallup National Health and Well-Being Index® (WBI®).

To address our “Mental Health” health priority, Well-Being Services has developed a suite of initiatives and programs to support stress resilience and mental well-being, including the Mental Health and Happiness Initiative, mindfulness, purpose, and connectedness programming.

Building and maintaining the partnerships with our city partners, community organizations, local elected officials’ offices, and partner agencies comprise our liaison and government affairs efforts. And our policy work on local, regional, and state level accounts for our legislative advocacy efforts to support community health and well-being in areas including livability and the built environment, substance-use, and tobacco control.

#### Performance Measures and Accomplishments

#### ***Lifespan Services – Adult Services (Well-Being Services)***

#### ***Adult Services – Programs Priority Based Budget***

FY22-23 BUDGET \$		FY22-23 Health Priority \$									
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	%	TOTAL	
<b>Dpt: 800 Well Being Services</b>											
Built Environment	148,978	59,591	40%	29,796	20%	-	0%	59,591	40%	148,978	
Community Workshops	86,904	21,726	25%	21,726	25%	21,726	25%	21,726	25%	86,904	
Government Affairs/Community Liaison	71,648	17,912	25%	17,912	25%	17,912	25%	17,912	25%	71,648	
Happiness Series/Chats	202,307	-	0%	202,307	100%	-	0%	-	0%	202,307	
Legislative Advocacy	53,450	13,362	25%	13,362	25%	13,362	25%	13,362	25%	53,450	
Micro Enrichment Grants	20,000	-	0%	4,000	20%	-	0%	16,000	80%	20,000	
Mindfulness Drop-In	22,634	-	0%	22,634	100%	-	0%	-	0%	22,634	
Moais	72,728	21,818	30%	50,909	70%	-	0%	-	0%	72,728	
Non Profit Grant	55,000	13,750	25%	13,750	25%	13,750	25%	13,750	25%	55,000	
Public Health Response	189,653	-	0%	-	0%	-	0%	189,653	100%	189,653	
Restaurants/Grocery Stores	135,094	135,094	100%	-	0%	-	0%	-	0%	135,094	
Substance Use- Adults	58,557	-	0%	-	0%	58,557	100%	-	0%	58,557	
Tobacco Control Policy	27,265	-	0%	-	0%	27,265	100%	-	0%	27,265	
<b>Total</b>	<b>1,144,217</b>	<b>283,254</b>	<b>25%</b>	<b>376,396</b>	<b>33%</b>	<b>152,572</b>	<b>13%</b>	<b>331,995</b>	<b>29%</b>	<b>1,144,217</b>	

FY22-23 BUDGET \$		FY22-23 Health Priority \$									
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	%	TOTAL	
<b>Dpt: 140 Work Well</b>											
BCHD WorkWell Programs	123,146	55,416	45%	55,416	45%	12,315	10%	0	0%	123,146	
Community WorkWell Programs	84,632	38,084	45%	38,084	45%	8,463	10%	0	0%	84,632	
External Organizational Outreach & Development	23,686	10,659	45%	10,659	45%	2,369	10%	0	0%	23,686	
<b>Total</b>	<b>231,464</b>	<b>104,159</b>	<b>45%</b>	<b>104,159</b>	<b>45%</b>	<b>23,146</b>	<b>10%</b>	<b>0</b>	<b>0%</b>	<b>231,464</b>	

**Program Goals:**

- Deliver Mental Health First Aid trainings and suicide prevention trainings for the public and community organizations to support community mental well-being strategy.
- Prioritize Mental Health program area by enhancing tools and programs that foster stress resilience, kindness, and connectedness.
- Re-engagement with existing Blue Zones Project approved restaurants and grocery stores with higher-level program interventions and utilizing Restaurant Ambassador volunteers to support new restaurant and grocery store designations.
- Support built environment and livability work through partnerships with South Bay Bicycling Coalition Plus and re-engagement with city staff.
- Engagement and coordination with Blue Zones, LLC to discuss the Blue Zones certification of the Healthy Living Campus.
- In collaboration with the Youth Services Department and the Drug-Free Communities grant, provide community education and awareness regarding the impact of cannabis on youth health.
- Increase positive health behaviors and measurably improve the health and well-being of beach cities residents.

**Accomplishments / Objectives:**

- Launched Kindness Counts Initiative in partnership with the three beach cities mayors, including the Kindness Counts dashboard, poster, and community activation events.
- Delivered nutrition education through the Healthy Eating campaign, including the creation of webpages, fact sheets, and content specific to cardiovascular health and mental health.
- Supported Redondo Beach Unified School District with their third pilot year of the WorkWell Program and launched a new pilot program for Manhattan Beach Unified School District at three sites.
- Executed Memorandum of Understanding and Partnership Agreement with South Bay Bicycle Coalition Plus (SBBC+) to support built environment livability programs and active transportation advocacy.
- Provided technical assistance and subject matter expertise to the cities related to cannabis policy, including participating on advisory groups and providing educational materials, research and data on the health impacts to youth.



**Accomplishments and Objectives by the Numbers:**

<b><u>Performance Measure</u></b>	<b><u>Prior Year Actual</u></b>	<b><u>Current Year Estimate</u></b>	<b><u>Next Year Estimate</u></b>
	<b><u>FY2021-22</u></b>	<b><u>FY2022-23</u></b>	<b><u>FY2023-24</u></b>
Completed LiveWell Pledge	89	11	200
Community Event Participants	8,213	28,136	10,000
Number of WBS Community Events	120	50	50
Blue Zones Designated Restaurants & Grocery Stores	118	107	110
WorkWell Program Participation (internal and external partners)	329	452	475
Individuals Trained in Mental Health First Aid and Suicide Prevention (QPR)	N/A	N/A	100

## BCHD FY2022-23 BUDGET



## LIFESPAN SERVICES



### COMMUNITY SERVICES

Beach Cities Health District has a variety of programs and services to help beach cities residents lead healthy lives, including health referrals and resources to assist adults and families navigate the array of services available to them in the South Bay and greater Los Angeles area.

## Program Description

### ***Lifespan Services – Community Services***

Community Services is comprised of the following subdivisions:

- Care Management
- Volunteer Coordination
- Information and Referral
- Public Benefits Enrollment
- Community-based Programs and Services
- Cognitive Health

### **Community Services Administration**

Provides strategic direction, management, and evaluation for BCHD programs and services that support independent living for older adults and adults with disabilities, as well as ensure health care access for all beach cities residents. The administrative function, in accordance with public health practice standards, seeks to address on-going and emerging health needs to the uninsured and aging population.

### **Community Services Organization**

Community Services staff works closely with the cities of Hermosa Beach, Manhattan Beach, and Redondo Beach, the local health care and social services system, non-profit organizations, and residents, to create an age-friendly community. Care management is staffed by professional social workers who, with a team of trained and supervised volunteers, help individuals live at home as long as safely possible, while supporting independence and improving quality of life through social connection. BCHD has established a health fund for income qualifying older residents and residents who have disabilities that need additional services to support their independence and well-being.

In 2013, BCHD became a certified enrollment entity with Covered California, the nation's largest state health insurance marketplace. Staff are certified-enrollment-counselors who support residents in the selection, enrollment, and navigation of health insurance benefits. BCHD has established a health fund for income qualifying children, adults, and families who do not qualify for health insurance.

BCHD delivers community-based and evidence-based programs to promote healthy aging. Programs include physical activity classes (e.g., Tai Chi, Adaptive Strength Training, Agility Balance Coordination, Chair Yoga, Mindfulness, etc.), and senior nutrition classes. Community Services also delivers programs to support the cognitive health of beach cities residents.

Performance Measures and Accomplishments  
**Community Services Department**

**Health Priorities:**

- Physical and Brain Health
- Mental Health
- Substance Use
- Public Health and Safety

BCHD Community Services promotes access to health care and health-promoting programs and services for individuals and families living in the beach cities, including older adults and adults with disabilities.

**Program Goals:**

FY22-23 BUDGET \$		FY22-23 Health Priority \$								
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	%	TOTAL
Dpt: 200 Community Services										
Aging Services-Health and Wellness Education	107,764	43,106	40%	43,106	40%	21,553	20%	-	0%	107,764
Care Management	1,578,746	315,749	20%	710,435	45%	78,937	5%	473,624	30%	1,578,746
Covered California & Public Benefits Enrollment	102,173	30,652	30%	30,652	30%	10,217	10%	30,652	30%	102,173
GSWEC MSW Internship Program	104,007	20,801	20%	46,803	45%	5,200	5%	31,202	30%	104,007
Homelessness Liaison	63,463	9,519	15%	9,519	15%	9,519	15%	34,905	55%	63,463
Information & Referrals	149,269	14,927	10%	74,634	50%	14,927	10%	44,781	30%	149,269
Non-Profit: Salvation Army	45,000	45,000	100%	-	0%	-	0%	-	0%	45,000
Total	2,150,422	479,755	21%	915,150	41%	140,354	6%	615,163	32%	2,150,423

**Care Management**

- Improve the ability for beach cities older adults and adults living with disabilities to continue living in their home as long as safely possible while providing social connection.
- Reduce injuries and accidents that cause severe disabilities in older adults.
- Improve quality of life for older adults and adults with disabilities, and their caregivers.
- Increase access to care management services while achieving high provider, volunteer and client satisfaction.

**Volunteer Programs for Care Management Clients**

Conversation Companions

- Provide companionship and social support to clients

Brain Buddies

- Provide companionship and social support to clients with memory impairment

Errand Assistance

- Assist clients with errands to support independent living



Move Well

- Maintain or enhance physical function of older adults and adults with disabilities

Support Line

- Provide additional support by initiating well-being checks

**Information and Referral**

Provide information and referral to health care and health-promoting programs with our Assistance, Information and Referral Line.

**Public Benefits Enrollment Assistance**

- Increase the number of insured beach cities residents.
- Improve health literacy information and referral.

**Community-Based Programs and Services**

- Offer evidence-based programs to promote healthy aging.

**Accomplishments / Objectives by the Numbers:**

<u>Performance Measure</u>	<u>Prior Year Actual</u>	<u>Current Year Estimate</u>	<u>Next Year Estimate</u>
	<u>FY2021-22</u>	<u>FY2022-23</u>	<u>FY2023-24</u>
Number of Unduplicated Care Management Clients	369	383	410
Care Manager visits with Clients (Home, Office or Community Location)	*621	136	500
Volunteer visits with clients	*1,515	*1,481	*1,800
Officer-of-the-Day Requests	3,579	7,561	4,500
Covered California Counseling	252	435	225
**Care Management Client Well-Being Checks	5,129	11,370	0

\*In person client and volunteer visits put on hold due to COVID-19 on March 16<sup>th</sup>, 2020.

\*\*Care Management Client Well-Being Checks started March 16, 2020, to replace in-person visits (when they were put on hold due to COVID-19) and to provide additional support to clients to ensure their needs were being met. For 2021-2022 estimates, these are based off in-person and telephonic visits.

## BCHD FY2022-23 BUDGET



### FITNESS CENTERS

## Performance Measures and Accomplishments

### ***Fitness Administration and Wellness Support***

The Fitness Administration and Wellness Support team actively manages and reviews the operations at both the District's health and fitness facilities:

**AdventurePlex's (APlex)** health priorities focus on Nutrition and Exercise. "Nutrition" to promote healthy eating and prevent obesity, and "Exercise" to increase physical activity. Our Manhattan Beach facility offers drop-in play, 6 days per week for children and families to increase physical activity using the "We Make Fitness Fun" Model. AdventurePlex also has a variety of quarterly and on-going special events, and activities for children and families that introduces our facility and programs.

**Center for Health and Fitness (CHF); a Certified Medical Fitness Facility** is a community-based, health and fitness facility that emphasizes rehabilitation for individuals with chronic illnesses, cancer, general fitness for adults, and adults 65+. The Center welcomes underactive and first-time or inconsistent exercisers of all ages and offers very competitive monthly memberships to the general public. Programs offered include Pilates, yoga, group exercise classes, specialized personal training, small group training, nutrition, massage, and classes for Silver Sneakers.

Summary:					
<b>Staffing Update</b>	Staff have returned to operations after being reassigned from Health and Fitness operations due to COVID-19. Most staff are now working at AdventurePlex for camps and CHF for indoor programming.				
<b>What's New, Changed or Cancelled?</b>	CHF continues to be the only certified medical fitness accredited (MFA) facility in the State of California. The certification is valid through February 2024. The focus during FY 22/23 will be programming and revenue-generation now that we are allowed back inside the facilities.				
<b>Reason for Expense Budget Variance</b>	MFA programming will run at a loss. The goal will be to collect outcome data. Now that we are back in the facility and reopen, programming will be to pitch value to partners for revenue share. Our goal is to eventually target revenue to cover direct operating expenses, and also to receive an allocation from CHF for membership growth due to MFA.				
<b>Priority Programs</b>	#1 Medical Fitness Programs (evidence-based outcomes)	#2 CHF Membership and Virtual Classes	#3 Personal Training		
<b>Goals &amp; Objectives</b>	Reconnect with local health providers for referrals.	Outreach to prior and potential new members.	Outreach to prior and potential new clients.		
<b>Measures of Progress</b>	Document referral sources and track participant outcomes.	Track daily, weekly, and monthly outcomes vs. projections.	Track daily, weekly, and monthly outcomes vs. projections.		
<b>Which Health Priorities Align by Priority?</b>	Nutrition & Exercise	Nutrition & Exercise	Nutrition & Exercise		
<b>Staffing Update</b>	APlex Manager now titled Youth Health Facilities Manager and splitting time (50-50) between APlex and allcove.				
<b>What's New, Changed or Cancelled?</b>	Introducing Saturday and Sunday parties at APlex and expanding programming.				
<b>Goals &amp; Objectives</b>	Surpass FY 21/22 budget and prior year actuals	Surpass FY 21/22 budget and prior year actuals	Surpass FY 21-22 budget and prior year actuals	Surpass FY 21-22 budget and prior year actuals	Determine best use of APlex



## BCHD FY2022-23 BUDGET



### ADVENTUREPLEX



#### SUCCESS AT ADVENTUREPLEX

Named best indoor play facility • Named best land camp  
Making fitness and learning fun • More than 30,000 kids annually



#### Program Description

#### **Fitness Services – AdventurePlex**

AdventurePlex is comprised of the following Programs:

- Drop-in Play
- Camps
- Outdoor
- Parties / Parent Day Out (PDO) / Parent Night Out (PNO)
- Toddler Town



AdventurePlex is geared to challenge children – physically, mentally, and intellectually, with non-stop activities in a structured and safe environment. APlex 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; Toddler Town, and catering that is provided by Fresh Brothers Pizza.

**Operations Department** oversees all the AdventurePlex facility operations, including:

- Customer drop-in play and Membership Services.

The Operations Department is headed by the Youth Health Facilities Manager.

**Programs Department** oversees the programs, classes, and fitness portions of the AdventurePlex facility, including:

- Implementation and management of teambuilding.
- Rope course and rock wall operations.

The Programs Department is headed by the Youth Health Facilities Manager.

**Events Department** oversees the special events, birthday parties and rentals for AdventurePlex, including:

- Development, sales, facilitation, and follow-up on AdventurePlex events.

The Events Department is headed by the Youth Health Facilities Manager.

**Camps Department** oversees the planning and operations for all AdventurePlex camps, including:

- Design and management of the AdventurePlex operations for seasonal camps.

The Camp Department is headed by the Youth Health Facilities Manager.

**Toddler Town Department** oversees the planning and operations for all AdventurePlex Toddler Town activities, including:

- Design and management of the AdventurePlex operations for toddler farm-to-table activities, toddler classes and toddler birthday parties.

The Toddler Town Department is headed by the Youth Health Facilities Manager.

Performance Measures and Accomplishments

***Fitness Services – AdventurePlex***

***AdventurePlex – Programs Priority Based Budget***

FY22-23 BUDGET \$		FY22-23 Health Priority \$								
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	%	TOTAL
Dpt: 63x APLEX										
Administration - Apex (631)	372,774	219,937	59%	130,471	35%	22,366	6%	-	0%	372,774
Administration - CHF (605)	101,292	96,227	95%	5,065	5%	-	0%	-	0%	101,292
Camps (634)	641,758	378,637	59%	224,615	35%	38,506	6%	-	0%	641,758
Classes/Outdoor (632)	40,401	23,837	59%	14,140	35%	2,424	6%	-	0%	40,401
Parties/PDO/PNO (633)	182,100	107,439	59%	63,735	35%	10,926	6%	-	0%	182,100
Toddler Town (635)	42,611	25,141	59%	14,914	35%	2,557	6%	-	0%	42,611
Total	1,380,937	851,218	62%	452,940	33%	76,779	6%	-	0%	1,380,937

**Program Goals / Services:**

- Drop-in play for children and families, 6 days per week to increase physical activity using the “We Make Fitness Fun” model.
- A variety of activities for children and families each month of the year.
- Ongoing special events for children and families that introduce the AdventurePlex facility and programs.
- 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.
- Comprehensive toddler and parent programming in a state-of-the-art imaginative play area for children ages 0-5.

**Prior Year Accomplishments:**

- Daily Breeze 2022 “Reader’s Choice Award” named AdventurePlex Favorite Kids Camp and Favorite Kids Entertainment.

**Accomplishments and Objectives by the Numbers:**

<u>Performance Measure</u>	Prior Year <u>Actual</u>	Current Year <u>Estimate</u>	Next Year <u>Estimate</u>
	<u>FY2021-22</u>	<u>FY2022-23</u>	<u>FY2023-24</u>
Drop-in Play	3,024	4,125	4,500
Special Events	706	850	900
Birthday Parties	84	99	125
Campers	7,571	6,848	7,600



## BCHD FY2022-23 BUDGET



### CENTER FOR HEALTH AND FITNESS



#### CENTER FOR HEALTH AND FITNESS

A 17,000 sq. ft. 'State-of-the-Art' medical fitness facility providing yoga, Pilates and massage offerings • Incorporation of physical activities with nutrition and promotion of healthy living and active aging through an integrated continuum of care • Over 3,000 members and guests • Evidence-based weight management and small group training success.



## Program Description

### ***Center for Health and Fitness***

Center for Health and Fitness (CHF) is the only certified medical fitness facility in California, one of 45 in the nation, and one of 47 in the world. CHF provides affordable, age-appropriate physical activities to assist community members in their efforts to achieve optimal health.

***Center for Health and Fitness*** is comprised of the following Programs:

- Membership (in-person and virtual) and Group Exercise classes
- Personal Training & Small Group Training
- Medical Fitness
- Pilates
- Yoga
- Fee-based Services (massage & nutrition)

### **Operations Department**

The Operations Department oversees all the CHF facility operations, including:

- Membership Services, including recruitment and retention.

The Operations Department is headed by the General Manager and supported by the Member Services Manager.

### **Personal Training Department**

The Personal Training (PT) Department oversees all personal training, including:

- Degreed and certified trainers implementing complimentary fitness assessments and orientation sessions to help develop a personalized exercise program for each member.

The PT Department is headed by the Programs Manager.

### **Medical Fitness Department**

The Medical Fitness Department oversees the implementation of clinical fitness programs to help individuals manage chronic medical conditions, including:

- Pre-habilitation for knee and hip replacement surgeries
- Medical exercise training for diabetes and hypertension
- Medical exercise training for low back pain
- Medical exercise training for women's fitness
- Medical exercise training for arthritis and total joint replacement
- Cardiac exercise program

### **Pilates Department**

The Pilates Department oversees the implementation of Pilates, including:

- Certified Pilates instructors providing classes to our members.

The Pilates Department is headed by the Programs Manager.

### **Yoga Department**

The Yoga Department oversees the implementation of yoga, including:

- Certified yoga instructors providing classes to our members.

The Yoga Department is headed by the Programs Manager.

### **Fee-Based Services Department**

The Fee-Based Services Department oversees massage and nutrition, including:

- Licensed massage therapists and registered dietician.

The Fee-Based Services Department is headed by the General Manager.



Performance Measures and Accomplishments

**Fitness Services - Center for Health & Fitness**

**Center for Health & Fitness – Programs Priority Based Budget**

FY22-23 BUDGET \$		FY22-23 Health Priority \$							
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	TOTAL
Dpt: 60x and 61x CHF									
Administration - CHF (605)	101,292	96,227	95%	5,065	5%	-	0%	-	101,292
Fee Based Services (615)	122,750	116,613	95%	6,136	5%	-	0%	-	122,750
Membership & Group Exercise Classes (611)	1,003,416	953,245	95%	50,171	5%	-	0%	-	1,003,416
MFA (616)	89,363	84,895	95%	4,468	5%	-	0%	-	89,363
Personal Training (612)	626,358	596,940	95%	31,418	5%	-	0%	-	626,358
Pilates (613)	91,847	87,255	95%	4,592	5%	-	0%	-	91,847
Yoga (614)	55,655	52,872	95%	2,783	5%	-	0%	-	55,655
<b>Total</b>	<b>2,092,681</b>	<b>1,988,047</b>	<b>95%</b>	<b>104,634</b>	<b>5%</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>2,092,681</b>

**Program Goals:**

- 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 implement programming with outcome measurements to track improvements in member's health and fitness parameters.
- Implement a Medical Exercise Training program led by medical exercise specialists and create partnerships with local physicians and health providers.

**Prior Year Accomplishments:**

- Medical Fitness Association certification resulting in physician referrals from Providence, Little Company of Mary and Torrance Memorial for CHF Cardiac Exercise Program membership, medical exercise training and nutrition services.
- Silver Fitness Programs, with more than 1,500 active members each month.
- Small Group Training and well-being lifestyle and weight management programming sustained with statistically significant measurable outcomes.

**Accomplishments and Objectives by the Numbers:**

<u>Performance Measure</u>	<u>Prior Year Actual</u>	<u>Current Year Estimate</u>	<u>Next Year Estimate</u>
	<u>FY2021-22</u>	<u>FY2022-23</u>	<u>FY2023-24</u>
New Membership	1,313	1,325	1,350
Personal and Small Group Training Sessions	8,662	9,108	9,150
Pilates, Yoga and Fee-Based Participants	3,170	2,746	3,200



## BCHD FY2022-23 BUDGET



## SUPPORT & OTHER PROGRAM SERVICES



## Program Description

### ***Support and Other Programs & Services***

Support is comprised of the following component areas:

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

**Health Promotions and Communications** provides all aspects of 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 health promotion, media relations, graphic design, copywriting, copyediting, marketing communications, promotions, partnerships, advertising, branding, creative content for internal and external web sites, critical communications, audio-visual production of board meeting videos, and publishing of the District's LiveWell mailer and annual report. The Department oversees the District's community relations involvement in local business and service organizations and through participation in community events and fairs.

**Information Technology** maintains BCHD's computers, telecommunications, software, and network connections by configuring devices, troubleshooting problems, and providing long-term strategic planning.

**Financial Services** provides support for the general ledger, accounts payables and receivables, payroll, financial reporting, treasury, and leads the annual budget process. By maintaining accounting controls, delivering best practices on budgeting, and implementing the District's commitment to meet the highest standards of governmental budgeting and reporting, the department shields BCHD from any audit or accounting control discrepancies. On a monthly basis, Finance provides to the management of all departments a budgetary variance report. In addition, treasury and financial results reports are provided to the CEO and the elected Board of Directors. BCHD budgets have earned the CSMFO (California Society of Municipal Finance Officers) Meritorious Budget Award since FY2007-08, the Operating Budget Excellence Award since FY2017-18, and the Distinguished Budget Presentation Award from Government Finance Officers Association for FY19-20. The District contemplates maintaining these levels of accounting and financial reporting for FY21-22 budget.

**Administration of Real Estate Management** is managed by the CFO alongside an outside property management company that is a global leader in commercial real estate services and investments. Together they are responsible for maintaining the various properties of the Beach Cities Health District to ensure that building standards are maintained for safety, comfort, and operating requirements. They are also responsible for the development of the Health Living Campus in coordination with the CEO.

**Human Resources** provides services that promote a work environment characterized by fair treatment, open communication, personal accountability, trust, mutual respect, and fun! Human Resources maintains benefits and compensation, employee relations, performance management, recruiting and hiring, regulatory compliance, and training programs. Human Resources also oversees internal safety policies, procedures, and guidelines for COVID-19, ensuring safety is the top priority for staff in alignment with best practices and guidance from the Los Angeles County Department of Public Health, CDC, and OSHA. BCHD is proud to have been recognized for our award-winning work culture by receiving national recognition as 'a psychologically healthy workplace' from the American Psychological Association and ranked one of the best places to work by Modern Healthcare, Outside Magazine, and Los Angeles Business Journal.

**Volunteer Management.** Under supervision of Human Resources, a volunteer corps of typically more than 1,000 people participated in 25 volunteer programs, contributing 25,000 hours of service to the beach cities community. BCHD sees volunteering as a community health program; as health benefits include lower rates of depression, and higher rates of life satisfaction while increasing life expectancy. As BCHD begins to reopen many of the programs that were on hiatus during the height of the COVID-19 pandemic, volunteering provides groups and individuals opportunities to utilize their gifts, talents, and passions throughout the variety of District programming, including:

- **Volunteering with Youth** through our partnerships with beach cities elementary schools to deliver nutrition and garden education or tend to school gardens in preparation for lesson delivery. Volunteers can also be found at AdventurePlex, our fitness center created especially for youth, where kids play their way to good health.
- **Volunteering with Adults** by providing administrative support to our departments, such as staffing front desks, serving on committees, working on special projects, supporting community events, and even helping recruit and place new volunteers! Volunteers can also be found at the Center for Health & Fitness, providing a warm and welcoming experience to all members and guests.
- **Volunteering with Seniors** by keeping beach cities seniors healthy and independent in their homes for as safe and as long as possible. Volunteers support our older adults with activities such as running errands, providing social visits, coaching seniors through simple exercises for strength and balance training, and making check-in calls to clients.

**Administrative Services.** Under the supervision of Human Resources, Administrative Services strives to assist all BCHD departments in functions of administrative coordination. This department oversees District-wide services such as the coordination of community meeting rooms, janitorial services, office equipment maintenance, emergency planning and coordination. Daily tasks consist of data entry, filing, collating, copying, and assisting with special projects like preparing materials for a community events or lesson delivery for participating elementary schools. Administrative Services coordinates a group of dedicated volunteers to assist in completing requests for administrative support from our various departments and provides front line communications with the general public by answering phones, handling walk-ins to ensure community members get the correct information and assistance that is needed.

## Performance Measures and Accomplishments

### **Support – Health Promotions**

#### **Health Promotions – Programs Priority Based Budget**

FY22-23 BUDGET \$		FY22-23 Health Priority \$									
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	%	TOTAL	
Dpt: 140 Work Well											
Health Promotions	747,813	186,953	25%	186,953	25%	186,953	25%	186,953	25%	747,813	
Total	747,813	186,953	25%	186,953	25%	186,953	25%	186,953	25%	747,813	

#### **Program Goals:**

- Educate and engage residents around preventive health and deepen the community's awareness and understanding of Beach Cities Health District's mission and how the programs and services provided are benefitting residents.
- Make accessing information and resources on [www.bchd.org](http://www.bchd.org) easy and intuitive.
- Represent BCHD at community events to build and maintain relationships.
- Provide health promotion and communication support for the health District's programs and services.
- Provide communications support that assist Health and Fitness Operations achieve budget goals.

#### **Prior Year Accomplishments:**

- Contributed to the District Operations Center response to COVID-19 with testing support, updates to social media posts, website, and e-newsletters, to inform the community about Health Officer Orders, guidance, and the state-of-COVID-19.
- Continued the community outreach process for the Health Living Campus, including community outreach, supporting the Environmental Impact Report (EIR) process, and providing community updates.
- Created and distributed the FY20-21 Annual Report and LiveWell mailer to 65,000 homes in the beach cities. The Annual Report focused on Beach Cities Health District's incoming and outgoing funding, programs and services, as well as COVID-19 initiatives.
- Health Promotions team was integral in researching, writing, editing, and producing the triennial Community Health Report in conjunction with the BCHD internal team.



**Accomplishments and Objectives by the Numbers:**

<u>Performance Measure</u>	<u>Prior Year Actual</u>	<u>Current Year Actual</u>	<u>Next Year Estimate</u>
	<u>FY2021-22</u>	<u>FY2022-23</u>	<u>FY2023-24</u>
Increase Web traffic by five percent* (sessions)			
1. BCHD.org	481,951	201,607	150,000
2. AdventurePlex.org	26,530	72,157	75,764
3. BeachCitiesGym.org	21,390	40,232	42,243
4. BCHDcampus.org	6,703	13,688	14,372
Increase BCHD Facebook Likes	6,121	6,523	6,849
Generate online and point media clips	147 clips	110 clips	115 clips
Produce Beach Cities Annual Report and LiveWell mailer	Complete	Complete	On target

\*BCHD.org saw high volume of traffic to its COVID-19 pages from March 2020 – June 2021. As the COVID-19 pandemic continued, we predicted to see a decrease in traffic to bchd.org and the COVID-19 pages. We expect traffic on bchd.org to return to pre-pandemic levels. As the Health & Fitness Operations reopened from temporary closures, we saw an increase to website traffic for both facilities.



## Performance Measures and Accomplishments

### **Support - HR Department**

#### ***Human Resources, Volunteer Services, Administrative Services***

The Human Resources department develops and executes human resource strategy in support of the overall business plan and strategic direction of the District, specifically in the areas of talent management (employees and volunteers), diversity, equity and inclusion, workforce planning, organizational and systems alignment, executive coaching, training and development, change management, emergency management, risk management, compensation, benefits, Administrative Services, and HR transactional functions.

### **Program Goals:**

#### Human Resources:

- Execute recruitment strategy that focuses on hiring best fit for positions with an emphasis on internal promotion wherever possible.
- Conduct process for BCHD's annual employee engagement survey by way of task force to effectively measure employee engagement in a process that is collaborative and meaningful for all employees.
- Implement Individual Development Plans for all professional employees, incorporating feedback from ProfileXT assessments and 360 surveys.
- Implement 360 Survey process for management team.
- Execute HIPAA rollout for applicable programs (e.g., Youth Wellness Center, Care Management).
- Align compensation philosophy and performance management system to the District's strategic plan, total compensation and rewards, leadership philosophy and work culture.
- Complete action items on Diversity, Equity & Inclusion (DEI) work plan through the FY22-23 DEI Task Force.

#### Volunteer Services:

- Coordinate the following volunteer programming:
  - AdventurePlex Volunteer Programs
  - Beach Cities Volunteer Day
  - Center for Health & Fitness Volunteer Programs
  - Holiday Gift Bag Project
  - Health Promotion / Communications Volunteer Programs
  - In-Home Support Volunteer Programs
  - Internship Program
  - School Volunteer Programs
  - Volunteer Support Programs
  - WellBeing Services (WBS) Volunteer Programs
  - Youth Volunteer Programs
- Increase number of volunteers who engage in more than 100 hours of service each year to derive the highest amount of health benefits from volunteering.
- Increase District's capacity to offer programs and services with a robust internship program.

- Increase volunteer support for internal support departments to build capacity.
- Host BCHD Beach Cities Volunteer Day to engage local partners and individuals in preparing LiveWell Kids gardens for upcoming school programming.

#### Administrative Services:

- Ensure BCHD facilities and operations follow all safety measures and protocols as well as completing requests for safety assistance and needs from the Safety Committee.
- Ensure BCHD Emergency Operations Plan is reviewed annually and updated to meet current and future needs for the District.
- Maximize efficiencies for support by centralizing requests for Administrative Services and executing departmental help requests.

### **Prior Year Accomplishments:**

#### Human Resources:

- Served as Logistics Team for District Operations Center, including but not limited to the following:
  - Assessed all staffing needs for COVID areas and garnered additional staff and volunteer support where needed (e.g., testing site, errands, meal delivery, and vaccination sites).
  - Oversaw any HR procedure / protocol changes due to COVID-19 requirements (e.g., OSHA, county guidelines), vaccination status, surveillance testing.
  - Coordinated requests for staff COVID testing and conducted contact tracing for confirmed cases.
  - Coordinated Disaster Service Worker (DSW) ongoing refresher trainings for all staff as a requirement.
  - Coordinated staff updates and compliance with COVID requirements of Health Officer Orders around masking, quarantine and isolation, testing and physical distancing.
  - Recruited and coordinated 126 volunteers that donated 1,785 hours to assist with 18 vaccination clinics.
- Implemented staff promotions / reclassifications / salary adjustments for FY21-22.
- Completed 2021 performance appraisal process and 6-month performance goals.
- Coordinated Open Enrollment including café dollar increase recommendation.
- Coordinated working group to assess overall strategy of youth health and best use of resources (e.g., staffing, AdventurePlex facilities, programming).
- Developed and presented workplan for DEI initiatives and accomplished the following:
  - Recommended the board-approved change for inclusion of three floating holidays to BCHD's holiday policy to allow employees to celebrate religious or cultural holidays throughout the year.
  - Educated staff on use of pronouns, then provided options to display the pronouns on their accounts, name badges and business cards.
  - Created tenets for DEI Task Force to guide decision making process around DEI objectives.
  - Launched DEI Task Force update in the WorkWell staff newsletters that includes a task force member's "DEI Resource Pick" highlight.

- Implemented DEI social media strategy, creating calendar of posts for the year around observances and other initiatives.
- Hosted Diversity Uncovered training for all staff.
- Included DEI focus in Spring WorkWell employee wellness challenge (e.g., designed and implemented culture activities).
- Conducted a process for BCHD's annual employee engagement survey by way of a task force to effectively measure employee engagement in a collaborative and meaningful process for all employees.
- Executed training calendar for FY21-22, collaborating with WorkWell to integrate trainings and development into employee 'challenges'.
- Developed Organizational Development plan for FY22-23, including the launch of ProfileXT and CheckPoint 360 assessments.
- Awarded the #5 Ranking on *Modern Healthcare's Best Places to Work in Healthcare* for 2021, recognizing outstanding employers in the healthcare industry on a national level.
- Handled 504 help desk ticket requests from staff for support (e.g., benefits, recruitment, employee changes, COVID testing, leaves of absence).

#### Volunteer Services:

- Relaunched volunteer programs that were on hiatus or restricted (when safe to do so) due to COVID.
- Relaunched Community Services Care Management volunteers and front desk volunteers to increase services, maximize resources and provide adequate coverage.
- Achieved Service Enterprise re-certification, increasing our total score from 93 (out of 100) in 2017 to 95 (out of 100) in 2021; demonstrating BCHD's effectiveness in using volunteers to achieve our mission.
- Coordinated 595 volunteers that donated 20,610 hours in FY21-22.
- Hosted garden preparation days (in lieu of Beach Cities Volunteer Day) where 64 volunteers donated 192 hours of service in order to stage the 8 Redondo Beach elementary school gardens for students to resume garden lessons in the fall.





- Hosted 23<sup>rd</sup> annual Holiday Gift Bag Project where 265 seniors received gift bags delivered (following Covid-19 safety requirements) by 50 community members; \$10,600 was fundraised from 59 donors (exceeding the \$7,000 budget).
- Launched a “We Love Our Volunteers” campaign during National Volunteer Appreciation Week with a newsletter e-blast and daily social media posts highlighting volunteers and their contributions made in our community. A singing telegram was also shared featuring the Mira Costa High School choir with their rendition of “With a Little Help from My Friends”.
- Hosted Ohana Volunteer Appreciation Luau at AdventurePlex for 150 participants consisting of employees, volunteers, and community partners to celebrate the successes of our COVID relief efforts.
- Transitioned COVID errand and meal deliveries into the Errand Volunteer Program that transitioned volunteers and incorporated utilizers of service into the Care Management program.
- Re-launched Volunteer Engagement Survey to assess and benchmark the overall volunteer experience at BCHD.
- Hosted the annual Volunteer Recognition Brunch to honor the achievements of BCHD volunteers, spotlighting Core Value award winners for above-and-beyond commitment to their community.

#### Administrative Services

- Updated BCHD's Emergency Operations Plan, including lessons learned from COVID and new appendices for other potential disasters (e.g., earthquake).
- Hosted an on-site flu clinic where 26 participants (staff and their family members) received a vaccination.
- Reopened community meeting rooms and implemented COVID protocols and procedures to ensure safety for guests.
- Coordinated BCHD's participation in the Great Shakeout Earthquake Drill where employees practiced how to be safe during an earthquake in their remote locations; a reminder to conduct an annual review of their emergency plans.
- Coordinated all property-related issues that included repairs of plumbing, kitchen issues, coordination of all building testing, installed a safe, managed cleaning services and other vendors for maintenance of the buildings.
- Handled 272 help desk ticket requests from staff for administrative support (e.g., event preparation, phone calls, printing / copying).



### Accomplishments and Objectives by the Numbers:

<u>Performance Measure</u>	<u>Prior Year Actual</u>	<u>Current Year Estimate</u>	<u>Next Year Estimate</u>
	<u>FY2021-22</u>	<u>FY2022-23</u>	<u>FY2023-24</u>
Execute recruitment strategy that focuses on hiring best fit for positions, with an emphasis on internal promotion wherever possible.	<ul style="list-style-type: none"> <li>Hired 16 employees               <ul style="list-style-type: none"> <li>2 full time</li> <li>14 temporary</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Hired 16 employees               <ul style="list-style-type: none"> <li>3 full time</li> <li>13 temporary</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Dependent on need</li> </ul>
Assess BCHD employee engagement through holistic approach (e.g., surveys, task force) to effectively measure employee engagement in a collaborative and meaningful process for all employees	<ul style="list-style-type: none"> <li>Voluntary turnover rate = 10.6%</li> <li>Average tenure of administrative staff = 7.61 years</li> <li>Average tenure of part-time staff = 7.63</li> <li>Employees not surveyed for annual engagement survey due to COVID priorities</li> </ul>	<ul style="list-style-type: none"> <li>Voluntary turnover rate = 10.3%</li> <li>Average tenure of administrative staff = 6.65 years</li> <li>Average tenure of part-time staff = 8.2</li> <li>Overall score on Gallup Q12 engagement questions = 81.25 out of 100 (national average = 34)</li> </ul>	<ul style="list-style-type: none"> <li>Voluntary turnover &lt;20%</li> <li>Average tenure for administrative staff &gt;5 years</li> <li>Average tenure for part-time staff &gt;5yrs</li> <li>Overall score on Gallup Q12 &gt;80 out of 100</li> </ul>
Submit application for and achieve awards that recognizes BCHD's organizational culture	<ul style="list-style-type: none"> <li>Best Places to Work in Healthcare Award received from Modern Healthcare for 9<sup>th</sup> time</li> <li>6<sup>th</sup> overall in 'provider' category</li> <li>2<sup>nd</sup> in Most Family-Friendly Company</li> </ul>	<ul style="list-style-type: none"> <li>Best Places to Work in Healthcare Award received from Modern Healthcare for 10<sup>th</sup> time</li> <li>5<sup>th</sup> overall in 'provider' category</li> <li>2<sup>nd</sup> in Most Family-Friendly Company</li> </ul>	Notified of award obtainment, awaiting ranking
Structure volunteer programming as a community health program so volunteers derive highest amount of health benefits from volunteering	<ul style="list-style-type: none"> <li>41 volunteers reached over 100 hours of service</li> <li>Volunteers not surveyed for annual engagement survey due to COVID priorities</li> <li>2.65 years average length of volunteer service</li> </ul>	<ul style="list-style-type: none"> <li>39 volunteers reached over 100 hours of service</li> <li>90% volunteers surveyed agree volunteering has impacted their health for the better</li> <li>90% volunteers surveyed agree their volunteer assignment makes an impact</li> <li>2.69 years average length of volunteer service</li> </ul>	<ul style="list-style-type: none"> <li>&gt;50 volunteers</li> <li>&gt;90%</li> <li>&gt;90%</li> <li>&gt;2.5 average length</li> </ul>

<u>Performance Measure</u>	<u>Prior Year Actual</u>	<u>Current Year Estimate</u>	<u>Next Year Estimate</u>
	<u>FY2021-22</u>	<u>FY2022-23</u>	<u>FY2023-24</u>
Offer volunteer opportunities that provide service delivery or capacity building in a scalable and cost-effective manner to support the District's overall strategic plan	<ul style="list-style-type: none"> <li>907 volunteers</li> <li>20,719 hours of service</li> <li>\$698,147 equivalent of donated time</li> <li># families not tracked due to COVID</li> <li># community partners not tracked due to COVID</li> </ul> <p><i>Less volunteers than prior year due to COVID (not all programs were active)</i></p>	<ul style="list-style-type: none"> <li>595 volunteers</li> <li>20,610 hours of service</li> <li>\$732,883 equivalent of donated time</li> <li># families not tracked due to COVID</li> <li># families not tracked due to COVID</li> </ul> <p><i>Less volunteers than prior year due to COVID (not all programs were active)</i></p>	Dependent on need from department requests; programs may still be affected by COVID
Maximize efficiencies for support by centralizing requests for services and executing departmental help requests.	<ul style="list-style-type: none"> <li>HR help desk requests = 366</li> <li>Admin Services help desk requests = 139</li> </ul>	<ul style="list-style-type: none"> <li>HR help desk requests = 504</li> <li>Admin Services help desk requests = 272</li> </ul>	Dependent on department requests
Ensure BCHD facilities and operations are following all safety measures and protocols as well as completing requests for safety assistance and needs from the Safety Committee	<ul style="list-style-type: none"> <li>Workers Compensation Ex-Mod Factor = 0.63</li> </ul>	<ul style="list-style-type: none"> <li>Workers Compensation Ex-Mod Factor = 0.82</li> </ul>	Ex-Mod Factor < 1.0

### Volunteer Services – Programs Priority Based Budget:

FY22-23 BUDGET \$		FY22-23 Health Priority \$							
	TOTAL	Physical Health	%	Mental Health	%	Substance Abuse	%	Public H&S	%
<b>Dpt: 150 Volunteers</b>									
AdventurePlex Volunteer Programs	21,098	13,713	65%	7,384	35%	-	0%	-	0%
Beach Cities Volunteer Day	20,508	15,381	75%	5,127	25%	-	0%	-	0%
Center for Health & Fitness Volunteer Programs	21,382	20,313	95%	1,069	5%	-	0%	-	0%
Holiday Gift Bag Project	46,284	9,257	20%	37,027	80%	-	0%	-	0%
HP/Comm Volunteer Programs	43,512	21,756	50%	15,229	35%	4,351	10%	2,176	5%
In-Home Support Volunteer Programs	159,290	92,388	58%	66,902	42%	-	0%	-	0%
Internship Program	23,921	5,980	25%	5,980	25%	5,980	25%	5,980	25%
School Volunteer Programs	22,619	5,429	24%	8,595	38%	8,595	38%	-	0%
Volunteer Support Programs	76,797	16,895	22%	47,614	62%	6,144	8%	6,144	8%
WBS Volunteer Programs	21,716	10,858	50%	10,858	50%	-	0%	-	0%
Youth Volunteer Programs	2,911	699	24%	1,106	38%	1,106	38%	-	0%
<b>Total</b>	<b>460,039</b>	<b>212,670</b>	<b>46%</b>	<b>206,893</b>	<b>45%</b>	<b>26,177</b>	<b>6%</b>	<b>14,300</b>	<b>3%</b>

## Service Performance Measures and Accomplishments

### **Support - Finance Department**

*Accounting, Financial Reporting, Treasury, Budget & Audit*

#### **Program Goals:**

- Provide all program managers, department heads, CEO and Board of Directors the monthly budget-to-actual variance reports and analysis
- Prepare recommend approval of annual budget and annual audited financial statements
- Process payroll and employee benefits bi-weekly
- CalPERS (Pension and OPEB) administration
- Cash flow and investment portfolio management
- Contract and risk management
- Manage public records requests
- Build automations and efficiencies
- Maintain compliance
- Capital expenditure management
- Grant management

#### **Prior Year Performance Accomplishments:**

- Produced FY 2021-22 annual budget and submitted to California Society of Municipal Finance Officers:
  - Received the 4<sup>th</sup> consecutive Excellence Award. Prior to start applying for an Excellence Award, the District had received 11 consecutive Operating Budget Meritorious Awards. The District has received budget awards from CSMFO for 15 consecutive years.
- Submitted FY 2020-21 Budget to Government Finance Officers Association:
  - Received the 3<sup>rd</sup> consecutive Distinguished Budget Presentation Award; (1<sup>st</sup> submission was in 2019).
- Fully implemented Contract Management Software for use by all District employees.
- Implemented Prospero Financial Reporting and Budgeting Software.
- Produced the Priority-Based Budget for FY 2022-23 in Prospero Software.
- Received an award from Government Finance Officers Association for the FY 2019-20 and Comprehensive Annual Financial Reports.
- Produced FY 2020-21 Comprehensive Annual Financial Report and submitted for an award with Government Finance Officers Association.



**Accomplishments and Objectives by the Numbers:**

<b><u>Performance Measure</u></b>	<b><u>Prior Year Actual</u></b>	<b><u>Current Year Estimate</u></b>	<b><u>Next Year Estimate</u></b>
	<b><u>FY2020-21</u></b>	<b><u>FY2021-22</u></b>	<b><u>FY2022-23</u></b>
Produce Annual Comprehensive Financial Report and submit for peer review. Receive recognition for Meritorious Financial Reporting.	Award submittal	Award submittal	Award submittal
Produce budget, submit for peer review. Receive recognition for CA Society of Municipal Finance Officers (CSMFO) Operating Budget Excellence Award.	Received the 3 <sup>rd</sup> Excellence Award after receiving Meritorious Budgeting awards for 11 consecutive years	Received the 4 <sup>th</sup> Excellence Award after receiving Meritorious Budgeting awards for 11 consecutive years	Award submittal for 15 <sup>th</sup> consecutive year
Submit budget to Government Finance Officers Association for peer review, receive recognition for Operating Budget Award.	Applied for and received the Distinguished Budget Presentation Award for the 2 <sup>nd</sup> time	Applied for and received the Distinguished Budget Presentation Award for the 3 <sup>rd</sup> time	Award submittal
Complete independent audit with unqualified opinion.	Audit completed. Unqualified audit Opinion is issued	Unqualified audit opinion anticipated	Unqualified audit opinion anticipated
Automation to enhance Finance Department effectiveness and efficiencies.	<ul style="list-style-type: none"> <li>Acquired Contract Management software Concord.</li> <li>Created a structure for Priority-Based Budget. Produced the 1<sup>st</sup> Priority-Based Budget for FY21-22.</li> <li>Evaluated various financial reporting &amp; budgeting software programs, resulting in the acquisition of Prospero</li> </ul>	<ul style="list-style-type: none"> <li>Fully implemented Contract Management Software Concord.</li> <li>Implemented new Financial Reporting and Budgeting Software Prospero.</li> <li>In the process of creating best practices for Priority-Based Budgeting.</li> <li>Created a first version of automated Priority-Based in Prospero.</li> </ul>	<ul style="list-style-type: none"> <li>Finalize best practices and full automation for Priority-Based Budgeting.</li> <li>Review EFT (eChecks) capability of Great Palms accounting Software</li> </ul>
Compliance	<ul style="list-style-type: none"> <li>HIPAA implementation in progress</li> </ul>	<ul style="list-style-type: none"> <li>HIPPA implementation in progress</li> </ul>	<ul style="list-style-type: none"> <li>HIPPA implementation finalization.</li> <li>Tighten CUPCAA Process.</li> </ul>

# BCHD FY2022-23 BUDGET

CONCEPTUAL RENDERING



## PROPERTY SERVICES & OPERATIONS

**Administration of Real Estate Management** is managed by a project consulting team (Project Team), consisting of the Beach Cities Health District (BCHD) CFO, CBRE-commercial real estate services, BCHD Administration Department, and support from on-site property managers located at the 510 and 514 Prospect Avenue, Redondo Beach, CA buildings and AdventurePlex in Manhattan Beach, CA. This Project Team is responsible for the various BCHD properties to ensure that building standards are maintained for safety, comfort, and operating requirements.

The Project Team is also responsible for the development of the Healthy Living Campus (HLC) in coordination with the BCHD CEO and CFO.

#### Performance Measures

##### ***Support - Property and Support Services***

##### **Support Goals:**

- Manage off-campus District properties.
- Oversight of 514 Prospect Avenue campus that is managed by Charles Dunn Real Estate.
- Lease management, approximately \$3.0 million of District funding.
- Capital budget and capital project management.

##### **Prior Year Accomplishments:**

- Continued progress on the future Healthy Living Campus is as follows:
  - The BCHD board of directors voted to certify the final 1,778-page Environmental Impact Report (EIR) for the District's Healthy Living Campus Master Plan, verifying the document complies with the California Environmental Quality Act (CEQA). (October 2021)
  - The Project Team and BCHD Administration have worked with Cain Brothers financial consultants preparing the RFQ / RFP documents, organizing interviews, and the scoring / selection process for an Advisory Working Group\* and board to choose a Development Team that will partner with BCHD in the building of the Healthy Living Campus Development (Phase 1). This new Development Team will consist of a developer, operator, and a design-builder. Scoring and vetting summaries have been presented to the Advisory Working Group, Property Committee, and board of directors. On-boarding of winning team (PMB/Watermark, Developer Operator and Callison RTKL/Suffolk Construction, Designer/Builder) is now in process.
  - The Project Team, BCHD Administration and Cain Brothers-financial consultants have engaged a key senior care organization for the development of the Healthy Living Campus Program of All-inclusive Care for the Elderly (PACE) program. Discussions and terms of the key agreements are continuing. (November 2021-2022 – Current)
  - Board approval of a contract to Converse Consulting will provide targeted soils testing and reporting needed for the Conditional Use Permit (CUP) application for the City of Redondo Beach. (April 2022)
  - Board approval of a contract with Leighton Consulting to provide a soils management plan that will detail soil handling, testing, and disposal requirements for both known and unknown substances encountered in soils during the master plan development. Leighton will also coordinate all submittals to Los Angeles County Fire Department (LACFD) and other agencies. (April 2022)

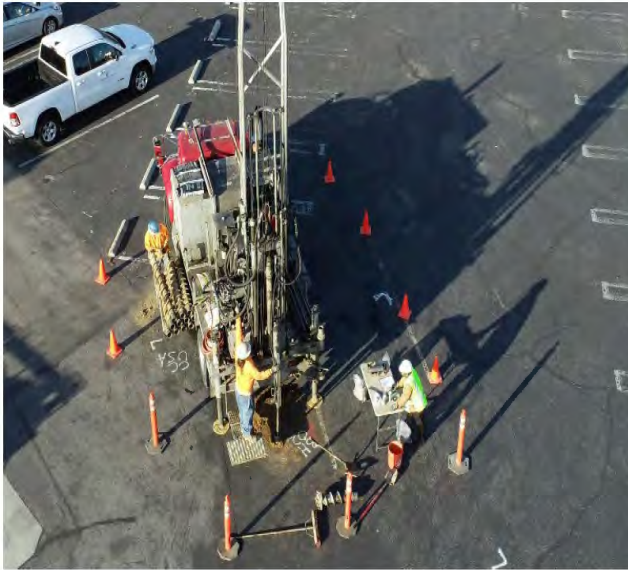


- Board approval of contract amendments with Paul Murdoch Architects for the Healthy Living Campus for continued design support associated with the CUP application to the City of Redondo Beach Planning Department. (March 2022, June 2022)
- Board approval of bike path contract amendment with Paul Murdoch Architects for providing additional design efforts to respond to comments and requests from both the City of Redondo Beach and City of Torrance. (June 2022)
- Project Team directed Paul Murdoch Architects to develop an alternate design for the hillside portion of the bike path project that will significantly reduce construction costs. Design Team has found ways to use a more efficient design approach for retaining walls. (May 2022)
- Directed Terra Petra Environmental Engineering for consulting services to research the past ownership of the closed oil well at the Flagler lot. This will allow for title transfer and permanent de-commissioning (capping) of the oil well. (April 2022)
- Board approval of Psomas Civil Engineering to provide much-needed documents for planning and construction phasing for CUP submittals. Their scope of services included: an as-built underground utilities survey, an aerial survey with updated topographical site plan, a property boundary survey with lot line adjustment for Flagler property and a 3D scanning of utilities in-service tunnel from the Central Plant to 514 Prospect Avenue building. (April 2022, May 2022, and June 2022)
- Project Team directed Citadel Environmental Health and Safety Consultants to provide an extensive survey and investigation of asbestos and other hazardous materials in the 514 Prospect Avenue building and Central Plant, a building that houses all the large mechanical and electrical equipment. Citadel will also provide a detailed report of their findings which will be a key reference document for design and construction planning in the future. (June 2022)
- Project Team arranged for the relocation of the metal fence and gate along Beryl Street to accommodate the City of Redondo Beach street improvement project and to align the gate and driveway location with the planned Phase 1 HLC development project.

**\*Advisory Working Group Members**

- Jane Diehl – BCHD Board of Directors, Member
- Nicholas J. Biro – BCHD Property Committee, Member; President, Blue Mountain Development
- Steve Izant – BCHD Property Committee, Member; Chair of Hermosa Beach Planning Commission
- Tom Bakaly – BCHD Chief Executive Officer
- Monica Suua – BCHD Chief Financial Officer
- Kerianne B. Lawson – BCHD Chief Programs Officer
- Melissa Andrizzi-Sobel, MSW – BCHD Director, Community Services





***Soils Testing (Converse)***



***Beryl Lot Fence Relocation***



***514 Haz Mat Survey***

**Budget Year Project Plans:**

- Obtain construction permits based on the bike path construction documents from the cities of Torrance and Redondo Beach. Proceed with a public bidding process for the bike path and commence construction with the lowest bidder.
- Complete interior modifications to the 514 Prospect Avenue building (4<sup>th</sup> floor) to house the new “allcove Beach Cities” Youth Wellness center at BCHD.

- Continued progress on the proposed Healthy Living Campus project.
  - Establish a Program of All-Inclusive Care for the Elderly (PACE).
  - City Planning approval of the project scope (Conditional Use Permit).
  - Complete on-boarding of developer / partners' group of design and construction professionals that will integrate into the current Project Team and BCHD Administration.

**Accomplishments and Objectives by the Numbers:**

<b><u>Performance Measure</u></b>	<b><u>Prior Year Actual</u></b>	<b><u>Current Year Estimate</u></b>	<b><u>Next Year Estimate</u></b>
	<b><u>FY2020-21</u></b>	<b><u>FY2021-22</u></b>	<b><u>FY2022-23</u></b>
SQ FT Managed	246,000	246,000	246,000
Lease Revenue	\$5,266,204	\$4,791,040	\$4,765,020
Capital Expenditures	\$3,339,642	\$3,116,138	\$5,825,184



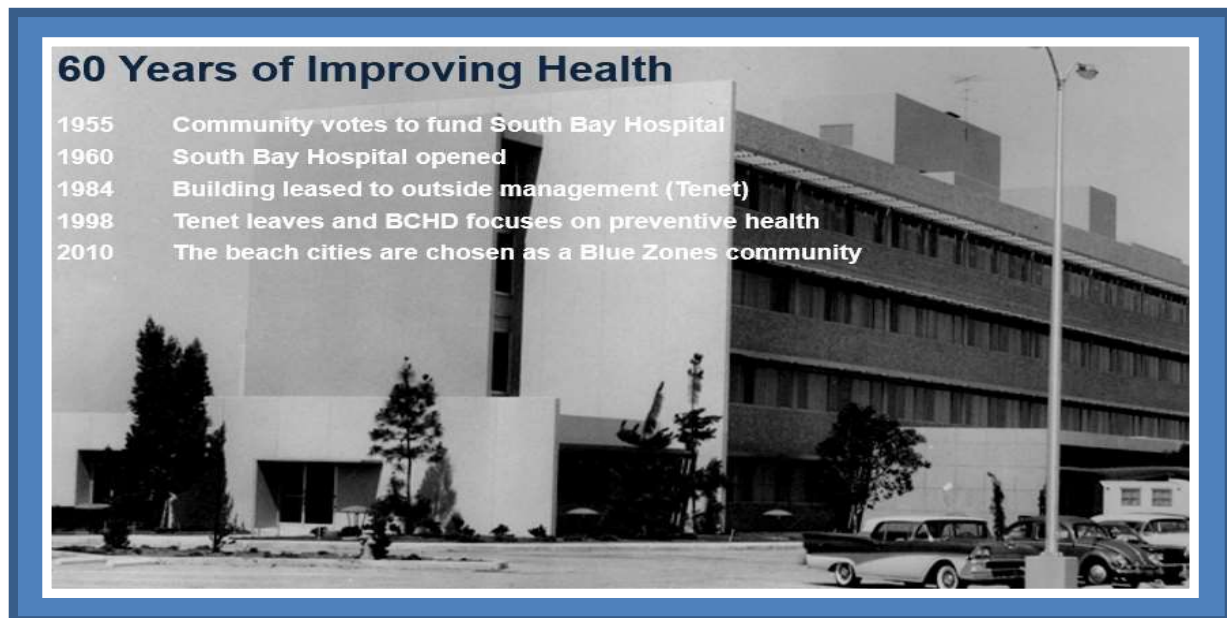
## BCHD FY2022-23 BUDGET



## LONG-TERM FINANCIAL OUTLOOK

## The District Long-Term Financial Outlook

The District was created in 1955 by the residents of Hermosa, Manhattan, and Redondo Beach. It opened its hospital 1960 and transitioned into preventative health in the late 1990s.



In 2016, the Beach Cities and the District earned its Blue Zones certification and have since established itself as a leader in the preventive health realm.

However, the 514 N. Prospect hospital building is now over 60 years old and is starting to drain the District's resources and will start effecting the rental income funding source, net fund balance and operating cash flow.

The District has a four to five-year timeframe to invest in further long-term assets that can replace the 514 N. Prospect rental income funding source to sustain the District for years to come. The District has been able to transform its funding sources before from the Hospital to Lease and Joint Venture. Now when the lease revenue from 514 N. Prospect is diminishing, and the building has reached its economic useful life, the District has the opportunity to evolve and build the Healthy Living Campus ([www.bchdcampus.org](http://www.bchdcampus.org))



**Presented to Board on 9/28/22**  
**Assumes District Pays for TI's in Rent; Receives YWC Construction Grant; 514 Demo Post-Construction**

Estimated Cash Funding	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY26-27 Phase I
				Start Construction		End Construction	
Operating Cash	644,000	644,000	644,000	644,000	(56,000)	(56,000)	7,123,000
Short-Term Investments	1,615,000	1,215,000	1,065,000	915,000	865,000	815,000	-
Investment Portfolio	14,323,000	10,123,000	10,873,000	18,623,000	15,729,000	15,729,000	9,365,000
District Un-Restricted Cash	<b>\$ 16,582,000</b>	<b>\$ 11,982,000</b>	<b>\$ 12,582,000</b>	<b>\$ 20,182,000</b>	<b>\$ 16,538,000</b>	<b>\$ 16,488,000</b>	<b>\$ 16,488,000</b>
Restricted 115 Trust - Pension & OPEB *	3,451,000	3,451,000	3,451,000	3,451,000	3,451,000	3,451,000	3,451,000
	<b>\$ 20,033,000</b>	<b>\$ 15,433,000</b>	<b>\$ 16,033,000</b>	<b>\$ 23,633,000</b>	<b>\$ 19,989,000</b>	<b>\$ 19,939,000</b>	<b>\$ 19,939,000</b>
<b>Deduct Capital Investments:</b>							
Healthy Living Campus		(4,200,000)			-		
EIR Reimbursement							
Initial			750,000	(750,000)			
At Construction				8,500,000			
Estimated Tenant Buy-Outs					(1,000,000)		
Healthy Living Campus - TI					(894,000)		
CHF Relocation					(1,000,000)		
Other Capital Expenditures		(400,000)	(150,000)	(150,000)	(50,000)	(50,000)	
*) 08/31/2022 Balance \$3,522,496; showing no change due to market fluctuations.							
	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	Phase I Transition
<b>TOTAL REVENUES</b>	<b>13,976,000</b>	<b>13,930,000</b>	<b>14,100,000</b>	<b>14,797,000</b>	<b>14,274,000</b>	<b>14,246,000</b>	<b>14,246,000</b>
<b>TOTAL EXPENSES</b>	<b>12,567,000</b>	<b>13,930,000</b>	<b>14,100,000</b>	<b>14,797,000</b>	<b>14,974,000</b>	<b>14,246,000</b>	<b>14,246,000</b>
		11%	1%	5%	1%	-5%	-5%
<b>OPERATING INCOME</b>	<b>1,409,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(700,000)</b>	<b>0</b>	<b>0</b>
<b>District Health Programs</b>							
<b>Revenues</b>				Loose DFC & NR			
allcove, JDP, DFC - Grants	285,000	938,000	938,000	813,000	1,021,000	1,057,000	1,057,000
Community Services	47,000	47,000	48,410	49,862	51,358	334,899	334,899
<b>Life Span Revenue - Total</b>	<b>332,000</b>	<b>985,000</b>	<b>986,410</b>	<b>862,862</b>	<b>1,072,358</b>	<b>1,391,899</b>	<b>1,391,899</b>
<b>Expenses</b>							
allcove, JDP, DFC - Expenditures	392,000	1,072,000	1,104,000	1,137,000	1,171,000	1,206,000	1,206,000
Space Rentals - PACE	0	0	0	0	0	1,291,645	1,291,645
Space Rentals - allcove						0	0
Space Rentals - CCS						449,923	449,923
Community Services	1,645,000	1,647,000	1,696,000	1,747,000	1,799,000	1,853,000	1,853,000
Health Grants, Well Being, Youth, etc.	2,681,000	2,602,000	2,732,000	2,869,000	3,012,000	3,163,000	3,163,000
<b>Direct Life Span</b>	<b>4,718,000</b>	<b>5,321,000</b>	<b>5,532,000</b>	<b>5,753,000</b>	<b>5,982,000</b>	<b>7,963,567</b>	<b>7,963,567</b>
<b>Other Programs &amp; Services</b>							
Com, IT, Volunteer	1,880,000	2,041,000	2,102,000	2,165,000	2,230,000	2,297,000	2,297,000
Support Services	2,097,000	2,424,000	2,194,000	2,523,000	2,271,000	2,605,000	2,605,000
<b>Net Program Costs</b>	<b>(8,363,000)</b>	<b>(8,801,000)</b>	<b>(8,841,590)</b>	<b>(9,578,138)</b>	<b>(9,410,642)</b>	<b>(11,473,668)</b>	<b>(11,473,668)</b>
Revenues - CHF	668,000	1,077,000	1,120,000	1,232,000	1,269,000	0	0
Revenues - APLEX	517,000	623,000	748,000	860,000	886,000	913,000	913,000
Health & Fitness Revenues	1,185,000	1,700,000	1,868,000	2,092,000	2,155,000	913,000	913,000
Expenses - CHF	1,129,000	1,206,000	1,242,000	1,232,000	1,269,000	0	0
Expenses - APLEX	724,000	806,000	830,000	855,000	881,000	907,000	907,000
Health & Fitness Expenses	1,853,000	2,012,000	2,072,000	2,087,000	2,150,000	907,000	907,000
Expenses - Fitness Administration	160,000	179,000	188,000	197,000	207,000	217,000	217,000
<b>Net Health &amp; Fitness Operations</b>	<b>(828,000)</b>	<b>(491,000)</b>	<b>(392,000)</b>	<b>(192,000)</b>	<b>(202,000)</b>	<b>(211,000)</b>	<b>(211,000)</b>
<b>Other Revenue Sources</b>							
Property Tax	4,478,000	4,751,000	4,846,000	4,991,000	5,141,000	5,331,000	5,331,000
Interest	332,000	325,000	365,000	365,000	383,000	402,000	402,000
Limited Partnership	1,409,000	1,825,000	1,880,000	1,936,000	1,994,000	2,054,000	2,054,000
Other Revenue-Fed. And State Agencies	2,122,000	326,000	30,000	30,000	30,000	30,000	30,000
<b>Total Other Fund Income</b>	<b>8,341,000</b>	<b>7,227,000</b>	<b>7,121,000</b>	<b>7,322,000</b>	<b>7,548,000</b>	<b>7,817,000</b>	<b>7,817,000</b>
Campus Revenues	2,931,000	2,841,000	2,926,000	3,014,000	3,104,000	1,500,000	1,500,000
Silverado Free Rent	0	0	0	0	(1,000,000)	0	0
Campus Net Revenues	2,931,000	2,841,000	2,926,000	3,014,000	2,104,000	1,500,000	1,500,000
Campus Expenses	1,684,000	1,725,000	1,777,000	1,830,000	1,885,000	0	0
Campus Net Income	1,247,000	1,116,000	1,149,000	1,184,000	1,219,000	1,500,000	1,500,000
Net Notes Receivable - 12/24	438,000	438,000	438,000	219,000	0	0	0
PACE - JV Income						500,000	500,000
514 Temporary Rent	0	0	0	503,000	587,000	1,291,645	1,291,645
<b>TOTAL ON-CAMPUS INCOME</b>	<b>1,685,000</b>	<b>1,554,000</b>	<b>1,587,000</b>	<b>1,906,000</b>	<b>1,806,000</b>	<b>3,291,645</b>	<b>3,291,645</b>
Off-Campus Revenues	749,000	739,000	761,000	784,000	808,000	832,000	832,000
Off-Campus Expenses	175,000	228,000	235,000	242,000	249,000	256,000	256,000
Off-Campus Properties	574,000	511,000	526,000	542,000	559,000	576,000	576,000
<b>Property Net Funds</b>	<b>2,259,000</b>	<b>2,065,000</b>	<b>2,113,000</b>	<b>2,448,000</b>	<b>2,365,000</b>	<b>3,867,645</b>	<b>3,867,645</b>

# Financial Considerations & Assumptions

## Operational:

- Principle Preservation Policy – Operating Reserve: 50% of Operating Costs
  - \$6.5M - \$7.1M (FY21-22 to FY26-27)
- New Temporary Tenants to Stabilize Operating Deficit for FY24-27, or
- Reduce Services & Programs utilizing Priority Based Budget (PBB) Methodology
- No Structural (ongoing) Deficit, including a Pension & OPEB \$3.5M Trust Fund
- \$1M Loss of Rental Income in FY25-26
- District space of 33,000 Square Feet
  - PACE space paid by PACE operations
  - allcove space paid by allcove grant, and
  - Community Services space paid by the District or
    - Fee for Services as a funding source, or
    - Sub-lease

## Long-Term Capital Investment – Committed Fund

### Balance: \$9.4 Million (\$16.5M - \$7.1M)

- \$1M to transition Center for Health & Fitness to Adventureplex
- \$6M allcove Youth Wellness Construction Grant
- New Community Spaces (PACE, allcove, Community Services) without New Taxes
- Possible uses:
  - Lower Rent of District's Space in Phase I by Paying more of Tenant Improvement Costs
  - Pre-pay Long-Term Lease allcove and Community Service
  - Pre-Construction Demolition Revenue Loss
  - Existing Tenant Lease Buy Out due to Pre-Construction Demolition
  - Additional PACE Joint Venture Investment
  - Phase 2 Pre-Development

# District Financial & Development Facts

## BCHD Land Ownership & Long-Term Ground Lease

BCHD has selected PMB/Watermark Joint Venture (Tenant) as its developer and operator for the Healthy Living Campus



### History of Land Leases

Proven funding model BCHD has implemented with the 510 and 520 N. Prospect buildings



### Campus Redevelopment

Tenant will be responsible for demolition of the 514 building, develop the open space, surface parking and new building for RCFE, PACE and BCHD's programs and services (allcove Beach Cities, Community Services, etc.)



### Land Ownership

BCHD will retain ownership of the 11-acre campus



### Lease Terms

Initial 65-years with two 15-year extensions



### BCHD Authority

The transaction is consistent with BCHD's powers under California Health & Safety Code Section 32121



### Lease Agreements

\$1.5 million per year with a 10% escalation every 5 years

BCHD will lease back space in the new building from Tenant at the following rates per year\*:

- Community Services: \$295,327
- allcove Beach Cities: \$428,574 (paid by grant)
- PACE: \$847,797 (this space will be subleased to the PACE partner by BCHD)

*\* Rates subject to change; assumes District & PACE JV pay for Tenant Improvements.*

# District Financial & Development Facts

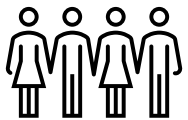
## BCHD Land Ownership & Long-Term Ground Lease - Continued

BCHD has selected PMB/Watermark Joint Venture (Tenant) as its developer and operator for the Healthy Living Campus



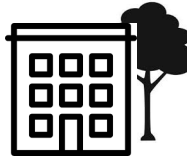
### **‘Rainy Day’ options**

If BCHD is unable to balance its budget, it will consider charging for Community Service programs or sub-leasing the space for lease income



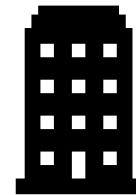
### **BCHD Serving the Community**

The new revenue stream will enable BCHD to sustain its current level of programs and services for the community for generations to come



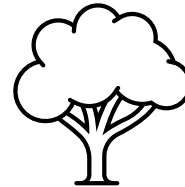
### **New Green Building for Community**

The new building will be modern, environmentally friendly, meeting LEED and WELL standards for sustainability



### **Seismically-Compliant Building**

The new building will meet current seismic building standards. Nonductile concrete construction in current building will be replaced, in accordance with Redondo Beach General Plan



### **Open Space**

Two-plus acres of programmable open space for walking paths or hosting community events like Yoga, Zumba or farmers’ markets



# Next Steps – District Priorities

- Review Possible Prepayment of District Space in Phase I for allcove Youth Wellness and Community Services space and Construction Costs
- Environmental Sustainability: LEED and WELL Certifications
- Blue Zones Certification
- EIR Mitigation Management and Reporting Program
- Soils Management Plan
- Public Outreach & Citizen Engagement

# Next Steps – Timeline

## Fall 2021 – Environmental Impact Report (EIR) & Project Selection

- The 1,178-page EIR, which addressed the potential environmental impacts for the proposed campus and mitigations to reduce them, was certified by the BCHD Board of Directors in a 5-0 vote in September 2021.
- Following 3 ½ hours of presentations, public comment and deliberations, the Board approved the campus project in November.

## Summer 2022 - Selection of Developer/Operator

- In a 5-0 vote, the BCHD Board of Directors selected a developer, operator and design/build team for the proposed Healthy Living Campus at a special meeting August 8, 2022
- PMB, which has developed more than 100 health care projects, and Watermark, the ninth largest senior living operator in the U.S., will be the developer and operator, respectively, for the Residential Care for the Elderly (RCFE) facility on the BCHD campus.

## Fall 2022 – Phase I Due Diligence and Construction Project Refinements

- Board will Review of A141 Construction Contract
- BCHD will be working with the PMB/Watermark team this fall to refine Phase One of the campus and consider feedback and concerns from residents (e.g., building height, electrical substation, etc.)

## 2023 - Conditional Use Permit (CUP)

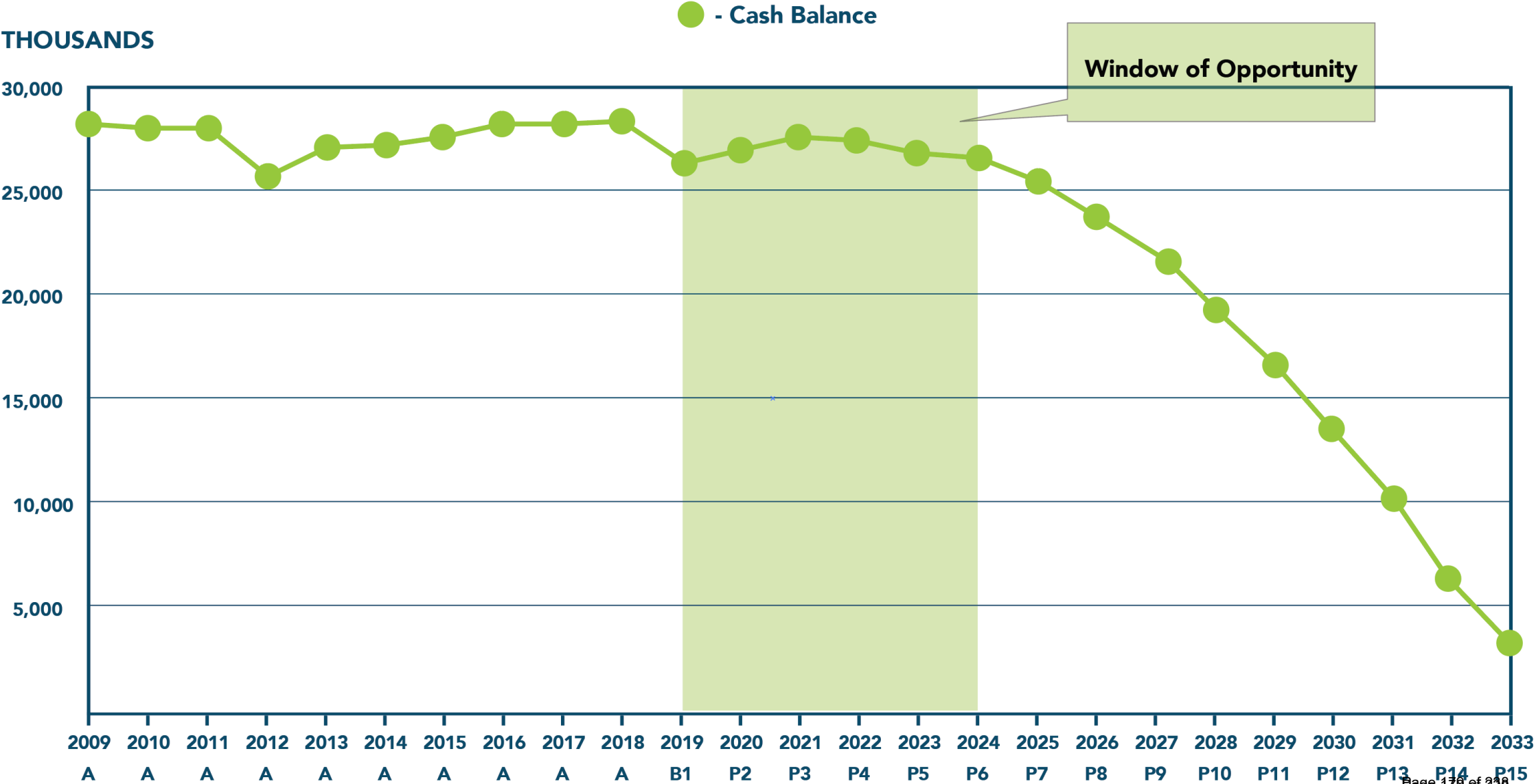
- BCHD filed a CUP pre-application with the City of Redondo Beach in February 2022.
- The final CUP application is expected to be submitted in early 2023 with modifications and refinements to the pre-application, plus input from the PMB/Watermark team.



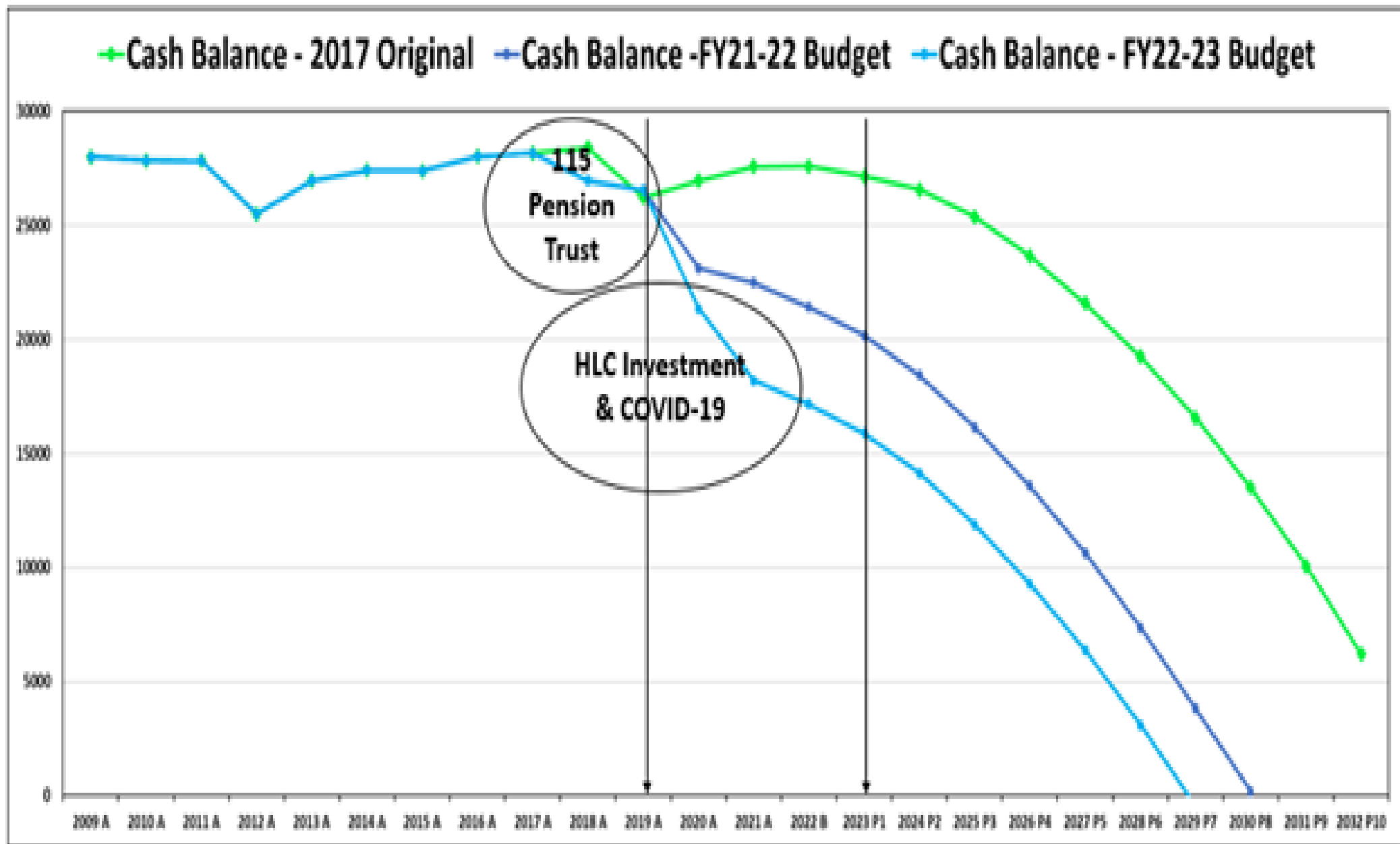
# **BCHD Risk Assessment**

**(2018-2022)**

# 2018 - 15 Year Long-Term Financial Outlook







## 2018

### ***Challenges:***

- 63-Year-Old Hospital Building not Meeting Tenant Needs
- Increasing BCHD & Tenant Building Operating Expenses
- Loss of Notes Receivable Revenue
- Seismic Condition of Building and Cost of Upgrade

### ***Conclusions:***

- Increased building and capital costs could cause financial down-turn in 2022.
- Loss of tenant income could cause financial down-turn in 2022.
- Seismic and building improvements to existing structure are not financially viable.
- Next 1-5 years is a “window” to capitalize on opportunities to address campus challenges and needs.

# HOW: Long-term Financial Strategy

## **Reviewed & Analyzed**

- Sell land and assets
- Infeasible to fund independently
- Cost of 514 building renovations
- Cost of original site plan & “Do Everything” option

# BCHD Risk Assessment

## Understand Why Organizations Have Risks

### Mission & Vision: Tells us Why an Organization has to Take Risks

WHY	MISSION: Fill Unmet Preventive Health Needs in the Community
WHAT	VISION: A Healthy Beach Community – BCHD Health Priorities
HOW	Property Taxes & Return from Long-Term Assets
VALUE	<p>\$3.50 (350%) Return on each \$1.00 Property Taxes Received</p> <p>\$21M in Savings in Healthcare Costs (2010 – 2018 measured by Gallup)</p>



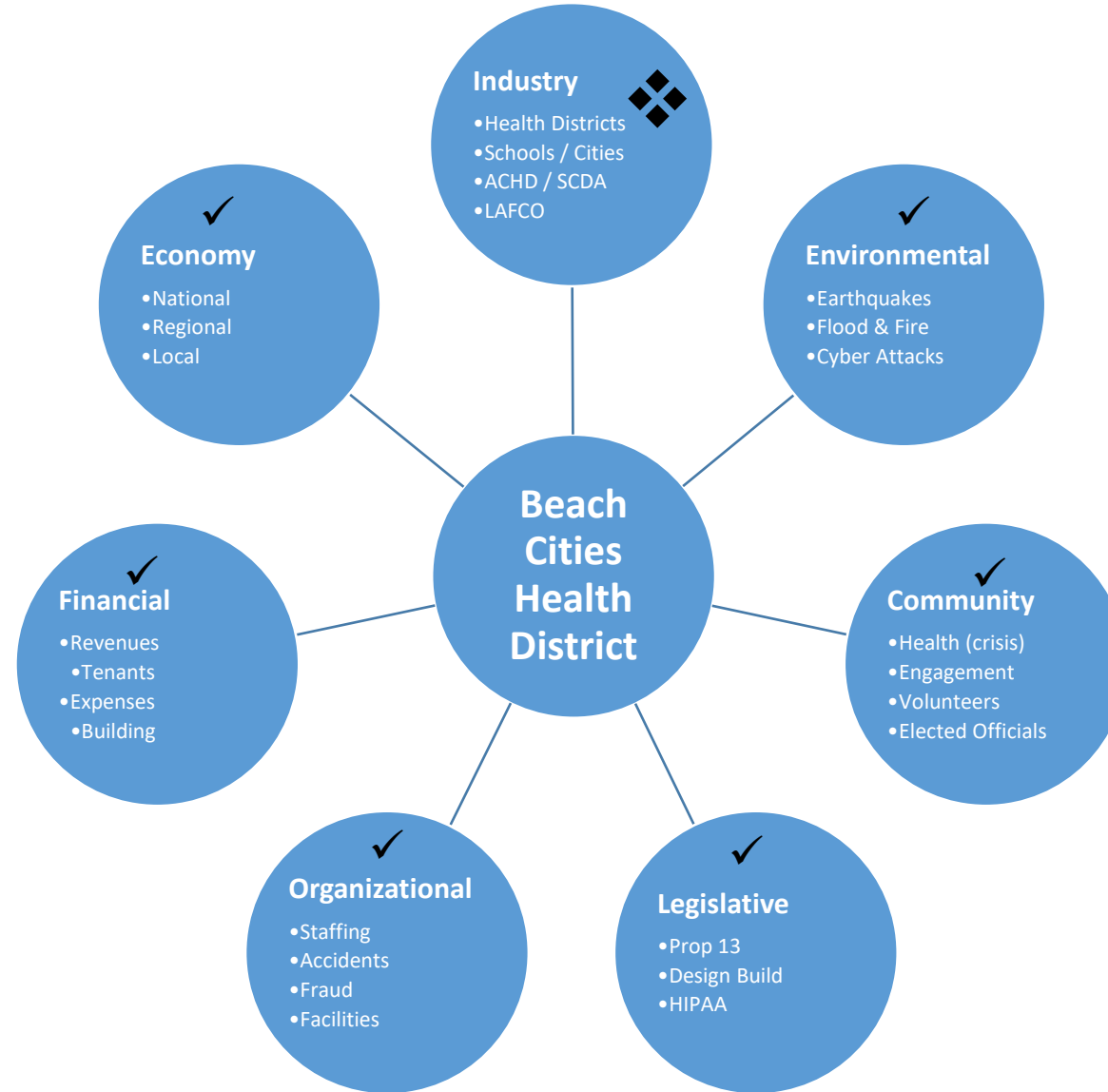
# BCHD Risk Assessment

## What is the Process?



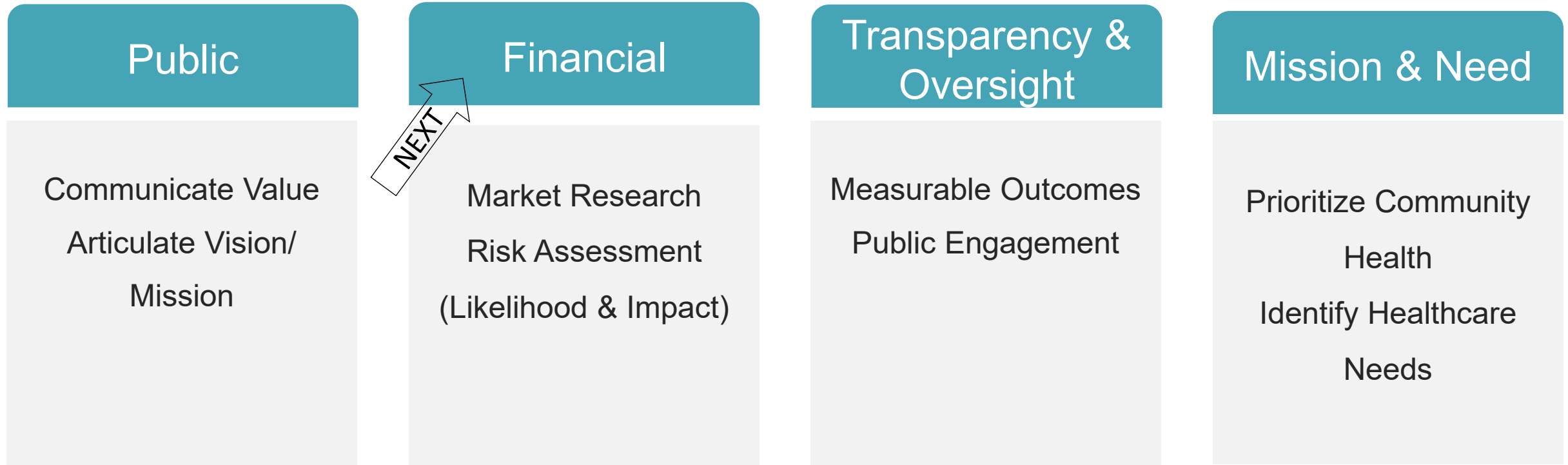
# BCHD Risk Assessment

## Step 1: Assessment Criteria (Elements, Events)



# BCHD Risk Assessment

## Lessons Learned from Other Healthcare Districts



# BCHD Risk Assessment

## Step 2 & 3. Assessing/Measure the Risk Events

IMPACT	HIGH	<ul style="list-style-type: none"><li>Legislative Matters</li><li>JV Bankruptcy</li><li>Flood, Fire, Community Emergencies</li><li>Organizational (Staffing, Accidents, theft, etc.)</li></ul>	<ul style="list-style-type: none"><li>Earthquake, etc.</li><li>Tenant Departures</li><li>Building Infrastructure Failure</li><li>Loss: NR Income (\$437K / Year)</li><li>Expiration of Design-build</li></ul>
	LOW	<ul style="list-style-type: none"><li>LAFCO Audit</li><li>Industry Contraction</li><li>H&amp;F Operations Income Fluctuations</li></ul>	<ul style="list-style-type: none"><li>Economic Matters<ul style="list-style-type: none"><li>Interest Rates</li><li>Stock Market</li></ul></li><li>National, Local Recession</li><li>IT Threats (Spams, etc.)</li></ul>
	LOW		HIGH
LIKELIHOOD			



# BCHD Risk Assessment

## Step 4. Mitigating Activities

IMPACT	HIGH	<ul style="list-style-type: none"> <li>Legislative Matters</li> <li>JV Bankruptcy</li> <li>Flood Fire</li> <li>Organizational (Staffing, Accidents, theft, etc.)</li> </ul> <p><b>Insurance</b></p> <p><b>Tone at the Top</b></p> <p><b>P&amp;P</b></p> <p><b>Internal Controls</b></p>	<ul style="list-style-type: none"> <li>Earthquake</li> <li>Tenant Eviction</li> <li>Building Infrastructure Failure</li> <li>Loss: NR Income (\$137K / Year)</li> <li>Expiration of Design-build</li> </ul> <p><b>Existential Risks</b></p> <ul style="list-style-type: none"> <li>Evolution</li> <li>Innovation</li> </ul>
	LOW	<ul style="list-style-type: none"> <li>LAFCO Audit</li> <li>Industry Contract</li> <li>H&amp;F Operations Income Fluctuations</li> </ul> <p><b>Managed by Staff</b></p> <p><b>Systems &amp; Processes</b></p>	<ul style="list-style-type: none"> <li>Economic Matters</li> <li>Interest Rates</li> <li>Stock Market</li> <li>National, Local Recession</li> <li>IT Threats (Spams, etc.)</li> </ul> <p><b>Experts (Outsourced Knowledge)</b></p>
		LOW	HIGH
LIKELIHOOD			

# BCHD Risk Assessment

## Existential Risks

	* HIGH IMPACTS	PRIORITY BASED BUDGET (PBB) ANALYSIS & EVALUATION (123,000 Residents)
<ul style="list-style-type: none"> <li>• Earthquake</li> <li>• Tenant Departure</li> <li>• Building Infrastructure Failure</li> <li>• Loss: NR \$437K / Year</li> <li>• Expiration of Design-Build</li> </ul>	<ol style="list-style-type: none"> <li>1. Loss of Life</li> <li>2. Loss of Substantial Income</li> </ol>	<ul style="list-style-type: none"> <li>• Reduce Support &amp; Overhead Supporting Programs &amp; Services Free to the Community (~ 30,000 residents)</li> <li>• Close Adult Service /BZP (\$600,000)</li> <li>• Elderly Losing Assistance (\$400,000) <ul style="list-style-type: none"> <li>• Medical Equipment</li> <li>• Taxi Rides</li> <li>• Human Interaction</li> </ul> </li> <li>• Remove School Grants (\$723,000)</li> <li>• Remove City Partnerships (\$167,000)</li> <li>• Remove Non-Profit Grants (\$161,000)</li> </ul>

# BCHD Risk Assessment

## Step 4: Mitigating Activities for High Probability / Impact

### ***4.A. Use Strengths to Meet Mission:***

- Community Support
- Optimize Use of High Valued Land
- Sunrise Financial Model – Proven Successful
- Diversified Income Stream

# BCHD Risk Assessment

## Step 4: Mitigating Activities for High Probability / Impact

### ***4.B – What are the Opportunities:***

- Community Need for Gathering Places
- High Valued Land Available
- Interest Rates are Low
- Need for Residential Care for the Elderly



# Limited Partnership vs. Land Lease – Risk Analysis

For Phase I of the HLC Master Plan, District staff and its Financial Advisors, Cain Brothers, recommends utilizing the P3 model -- a finance model that utilizes private investments in public projects that increase taxpayers' return on investment.

The result: *Taxpayers pay less for the programs and services they are receiving, while also benefitting from the improvement on the community asset.*

The District's objectives can be achieved with less project risk through a land lease which is expected to be a more attractive structure to potential RCFE Bidders

1. **Stable cash flow.** No matter if operations are successful, land lease revenues will be significant, stable and growing based on annual inflation
2. **Potential Profit-Sharing.** Land lease may be structured to include a base rent component based on land value and an incentive component based on profitability of operations
3. **No operating risk or market risk.** The District will not have to finance any operating losses if operations of the RCFE are unsuccessful or provide any support for construction funding
4. **Operational input.** The District still can include provisions in the land lease which require the Lessee operates the program successfully and in a way that aligns with BCHD's vision and mission

# **BCHD FY2022-23 BUDGET**



**Strategic Plan for 2022-2025**

## Goal A: PROGRAMS & SERVICES

Provide all residents with enhanced health services of demonstrated effectiveness ranging from prevention and education to intervention

### Objective A.1

Prioritize and develop strategies to address the health priorities and objectives identified in BCHD's 2022-2025 Community Health Report:

#### A.1.1 Mental Health Objectives

- Decrease anxiety, depression and suicidal ideation across the lifespan
- Decrease bullying across the lifespan
- Decrease isolation and loneliness across the lifespan
- Increase access to early intervention mental health services for youth
- Increase stress management across the lifespan to decrease stress

#### A.1.2 Physical Health & Brain Health Objectives

- Increase exercise participation across the lifespan
- Increase fruit and vegetable consumption across the lifespan
- Promote brain health across the lifespan
- Promote healthy sleep across the lifespan
- Reduce percentage of children and adults who are obese or overweight

#### A.1.3 Public Health & Safety Objectives

- Improve emergency preparedness
- Increase community access to and education about preventive health programs and services
- Increase community awareness and education, for the public and partner organizations, regarding social determinants of health and health equity
- Increase community capacity to respond to public health crisis (e.g., COVID-19)
- Improve biking and walking infrastructure
- Increase equitable and inclusive delivery of BCHD programs and services
- Reduce homelessness

#### A.1.4 Substance Use Objectives

- Continue to reduce the percentage of adult smokers
- Reduce alcohol use, drug consumption and vaping in youth
- Reduce the number of victims of accidents involving alcohol/substance use
- Reduce substance abuse among adults

## Goal B: PEOPLE & PARTNERSHIPS

Improve the capacity of the district and its partners to assess and respond to individual and environmental factors that affect community health

- **Objective B.1**  
Develop and execute organizational development strategy that strengthens the District's human capital, specifically for the purposes of professional development, collaboration, succession planning, diversity, equity and inclusion.
- **Objective B.2**  
Remain competitive in the current job market to be seen as an employer of choice for current and future talent.
- **Objective B.3**  
Improve overall community health by connecting individuals to volunteer service that's purposeful to the individual, strategic to the organization, and impactful to the community.
- **Objective B.4**  
Serve as a leader, convener and backbone organization to address the community's health priority areas.
- **Objective B.5**  
Uphold industry standards and best practices and demonstrate fidelity through accredited certifications and awards (e.g., Medical Fitness Association, American Camp Association, Government Finance Officers Association).



## Goal C: TRANSPARENCY

Further the District's standing as a trusted and valued community resource

- **Objective C.1**  
Continue to demonstrate a strong commitment to transparency and governance by participating in government and special district transparency efforts.
- **Objective C.2**  
Strengthen community awareness and engagement by developing and implementing a proactive outreach plan to deepen the community's understanding of what BCHD is, how programs and services are benefiting residents and how the Health District's funding model and real estate holdings impact programs and services.
- **Objective C.3**  
Implement and monitor the District's 3-Year Strategic Plan to track progress and results of stated goals and objectives and make course corrections as needed.
- **Objective C.4**  
Continue utilizing priority-based budgeting to invest resources to meet BCHD's stated objectives, clarify trade-offs and increase budget transparency.
- **Objective C.5**  
Continue to execute the Community Health Report every three years (2025-2028), conduct a community health well-being measurement every two years (3<sup>rd</sup> party) and source other community health data to update the Health Priorities.

**Goal D:  
PHYSICAL  
ASSETS,  
INFRASTRUCTURE  
& FINANCIALS**

Develop and manage District assets to increase value and maximize efficiencies

- **Objective D.1**  
Evaluate and update BCHD's long-term financial outlook and risk assessment to stabilize the District's funding, incorporating Healthy Living Campus Phase I, Capital Asset and the Real Estate Master Plan.
- **Objective D.2**  
Develop a 5-year plan for programs, services and facilities impacted by the Healthy Living Campus timeline and construction impact during Phase I.
- **Objective D.3**  
Pursue additional public, private funding opportunities and partnerships, as well as other revenue-generating opportunities that align with the Health District's mission to support funding of District programs, services and facilities.
- **Objective D.4**  
Develop fundraising strategies for Phase II of the Healthy Living Campus project.
- **Objective D.5**  
Invest in compliance, automation, support and disaster infrastructure preparedness (e.g., HIPPA, Cyber Security, etc.).
- **Objective D.6**  
Address aging 514 building infrastructure through the Healthy Living Campus Master Plan.
- **Objective D.7**  
Ensure safety is the utmost priority for operations, programming and emergency planning.

## BCHD FY2022-23 BUDGET



## FINANCE & BUDGET POLICIES

## Finance Policies

<u>Policy</u>	<u>Policy Title</u>	<u>Date Approved</u>
2200	Strategic Plan	11/20/2019
6100	Financial Operations	03/23/2016
6110	Investment Policy	12/16/2020
6120	Budget Preparation	06/24/2020
6130	Principal Preservation	05/24/2017
6140	Disbursement of Funds	03/23/2016
6170	Fund Balance	03/23/2016



**POLICY TITLE:** STRATEGIC PLAN  
**POLICY NUMBER:** 2200

**COMMITTEE APPROVAL DATE:** 09/30/2019  
**BOARD APPROVAL DATE:** 11/20/2019

**WRITTEN/REVISED BY:** T. BAKALY  
**SUPERSEDES:** 07/22/2015

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**POLICY:**

2200 It is the policy of the Beach Cities Health District ("District") to be responsible to the beach cities community for promoting health and wellness. The Board of Directors has established a Strategic Planning Committee to promote a strategic plan of action, to improve decision making, to enhance organizational responsiveness, to improve performance, and to strengthen the organization.

**GUIDELINES:**

2200.1 The Strategic Planning Committee will design the process for long-range and strategic planning and recommend it to the Board for approval. Upon approval by the Board, the Committee will direct staff in the planning process and report to the Board throughout the year as needed.

2200.2 The full Board of Directors will meet at least annually to assess, review, and update its strategic plan. This may take the form of a retreat, workshop, special meeting or part of a regularly scheduled meeting, as appropriate.

**POLICY TITLE:** FINANCIAL OPERATIONS  
**POLICY NUMBER:** 6100

**COMMITTEE APPROVAL DATE:** 03/08/2016 **WRITTEN / REVISED BY:** M. SUUA  
**BOARD APPROVAL DATE:** 03/23/2016 **SUPERSEDES:** 11/17/2010

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## **POLICY**

6100 It is the policy of the Beach Cities Health District ("District") to comply fully with the financial statutes of the State of California as they relate to Healthcare Districts.

6100.1 The ultimate responsibility for the District's financial position and direction rests with the Board of Directors. Issues such as strategic planning, investment guidelines, funding of projects, major purchases or expenditures and operating budget are to be authorized at the Board level.

6100.2 The Board has established a Finance Committee to provide advice and insight to the Board of Directors, Board Treasurer and District staff. The Treasurer chairs the Committee, with an additional Board member as second chair. The Committee is comprised of six to eight community members.

6100.3 The Chief Executive Officer shall be given the authority and responsibility for conducting the District's business within the framework of the Board's policies and governance. The Chief Executive Officer shall be held accountable to the Board for the financial performance of the District.

6100.4 The Chief Executive Officer shall have the authority to approve unbudgeted expenditures not-to-exceed \$10,000 or as otherwise approved by the Board.

**POLICY TITLE:** INVESTMENT POLICY  
**POLICY NUMBER:** 6110

**COMMITTEE APPROVAL DATE:** 11/30/2020 **WRITTEN / REVISED BY:** M. SUUA  
**BOARD APPROVAL DATE:** 12/16/2020 **SUPERSEDES:** 11/30/2019

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## **POLICY**

6110 It is the policy of the Beach Cities Health District ("District") to provide guidelines for the prudent investment of District funds and to maximize the efficiency of the District's cash management. The ultimate goal is to enhance the economic status of the District consistent with the prudent protection of the District's investments. This investment policy has been prepared in conformance with all pertinent existing laws of the State of California including California Government Code Sections 53600, *et seq.*

### **Scope**

6110.1 This policy covers all funds and investment activities of the District except for (1) the proceeds of bond issues, which are invested in accordance with provisions of their specific bond indentures, and (2) funds invested in retirement or deferred compensation plans. All funds covered by this policy are defined and accounted for in the District's audited annual Basic Financial Statements Report. Further, any new funds created shall be covered by this policy unless specifically excluded by District management and the Board of Directors. Investments for the District (the "portfolio") will be made on a pooled basis including the General Fund, Special Revenue Fund, and any funds subsequently created.

### **Prudent Investor Standard**

6110.2 The District operates its investment portfolio under the Prudent Investor Standard (California Government Code Section 53600.3) which states, that "when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the District, that a prudent person in a like capacity and familiar with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District."

6110.3 This standard shall be applied in the context of managing the overall portfolio. Investment officers, acting in accordance with written procedures and this investment policy and exercising the above standard of diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

## **Investment Objectives**

6110.4 When investing, reinvesting, purchasing, acquiring, exchanging, selling or managing the District's funds,

6110.4.1 The primary objective is to safeguard the principal of the funds.

6110.4.2 The secondary objective is to meet the liquidity needs of the District.

6110.4.3 The third objective is to achieve a reasonable market rate of return on invested funds.

6110.5 It is the policy of the District to invest public funds in a manner to obtain the highest yield obtainable with the maximum security while meeting the daily cash flow demands of the District as long as investments meet the criteria established by this policy for safety and liquidity and conform to all laws governing the investment of District funds.

### **6110.5.1 Safety of Principal**

Safety of principal is the foremost objective of the District. Each investment transaction shall seek to first ensure that capital losses are avoided, whether they arise from securities defaults, institution default, broker-dealer default, or erosion of market value of securities. The District shall mitigate the risk to the principal of invested funds by limiting credit and interest rate risks. Credit Risk is the risk of loss due to the failure of a security's issuer or backer. Interest Rate Risk is the risk that the market value of the District's portfolio will fall due to an increase in general interest rates.

6110.5.1.1 Credit risk will be mitigated by:

6110.5.1.1.1 Limiting investments to only the most creditworthy types of securities;

6110.5.1.1.2 Pre-qualifying the financial institutions with which the District will do business; and

6110.5.1.1.3 Diversifying the investment portfolio so that the potential failure of any one issue or issuer will not place an undue financial burden on the District.

6110.5.1.2 Interest rate risk will be mitigated by:

6110.5.1.2.1 Structuring the District's portfolio so that securities mature to meet the District's cash requirements for ongoing obligations, thereby reducing the possible need to sell securities on the open market at a loss prior to their maturity to meet those requirements; and

6110.5.1.2.2 Investing a portion of the portfolio in shorter-term securities.

### **6110.5.2 Liquidity**

Availability of sufficient cash to pay for current expenditures shall be maintained in money market funds, local government investment pools that offer daily liquidity, repurchase agreements, or short-term securities that can easily be converted into cash because they have secondary markets. The cash management system of the District shall be designed to accurately monitor and forecast expenditures and revenues to ensure the investment of monies to the fullest extent possible.



### 6110.5.3 Rates of Return

Yield on investments shall be considered only after the basic requirements of safety and liquidity have been met. The investment portfolio shall be designed to attain a market average rate of return throughout economic cycles, taking into account the District's risk constraints, the composition and cash flow characteristics of the portfolio, and applicable laws.

### Delegation of Authority

6110.6 Authority to manage District's investment program is derived from the California Government Code Section 53600 *et. seq.* The Board of Directors (the "Board") is responsible for the management of the portfolio and shall approve the systems of controls that regulate the activities of internal staff and external investment advisors. The Board hereby delegates responsibility for developing and implementing the investment program to the Chief Executive Officer (or the "CEO"), who shall establish written procedures for the operation of the investment program consistent with this investment policy. Such procedures shall authorize the CEO and/or the CFO to execute investment transactions or to delegate day-to-day investment decision making and execution authority to an investment advisor. The rights and responsibilities delegated to an investment advisor must be in a written agreement. The investment advisor shall make all investment decisions and transactions in accordance with California Government Code and District policy. No person may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the Chief Executive Officer and approved by the Board of Directors.

### Ethics and Conflicts of Interest

6110.7 Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. Employees and investment officers shall disclose any material financial interest in financial institutions that conduct business with this District, and they shall further disclose any large personal financial / investment positions that could be related to the performance of the District's portfolio. Employees and officers shall subordinate their personal investment preferences to those of the District, particularly with regard to the timing of transactions and shall avoid transactions that might impair public confidence.

### Authorized Financial Dealers and Institutions

6110.8 The CFO will establish and maintain a list of the financial institutions and broker/dealers authorized to provide investment and depository services to the District, will perform an annual review of the financial condition and registrations of the qualified institutions, and will require annual audited financial statements to be on file for each approved institution. The District shall annually send a copy of their current Investment Policy to all financial institutions and broker/dealers approved to do business with the District. Receipt of the Investment Policy including confirmation that it has been received and reviewed by the person(s) handling the District's account, shall be acknowledged in writing within thirty (30) days.

#### 6110.8.1 Depositories

In selecting depositories, the creditworthiness of institutions shall be considered, and the CFO shall conduct a comprehensive review of prospective depositories' credit characteristics and financial history. Qualifications and minimum requirements for depositories will be established by the CFO, approved by the Board of Directors, and provided to any institution seeking to conduct business with the District. Banks and Savings and Loan Associations seeking to establish eligibility as a depository for the District's Collateralized Certificate of Deposits shall annually submit an audited financial statement which will be reviewed by the CFO for compliance with the District's financial criteria.

6110.8.1.1 Any institution meeting the District's required criteria will be eligible for placement of public deposits by the District, subject to approval by the Chief Executive Officer. Un-audited quarterly financial data shall be reviewed for all institutions on the District's approved list. Any institution falling below the District's established minimum criteria shall be removed from the approved list, no new deposits may be placed with that institution, and all funds remaining shall be withdrawn as the deposits mature.

#### 6110.8.2 Brokers and Dealers

To become a broker or dealer qualified to do business with the District, a firm must respond to the District's "Broker Dealer Questionnaire" and submit related documents relative to eligibility. Required documents include a current audited financial statement, proof of state registration, proof of FINRA registration, and a certification that the firm has received and reviewed the District's Investment Policy and agrees to offer the District only those securities that are authorized by the Investment Policy. The CFO may establish any additional criteria deemed appropriate to evaluate and approve any financial services provider. The selection process for broker-dealers shall be open to both "primary dealers" and "secondary/regional dealers" that qualify under Securities and Exchange Commission Rule 15c3-1 (Uniform Net Capital Rule), and the provider's representative must be experienced in institutional trading practices and familiar with the California Government Code as it relates to investments by a public entity.

If a third-party investment advisor is authorized to conduct investment transactions on the District's behalf, the investment advisor may use its own list of approved issuers, broker/dealers and financial institutions. The investment advisor's approved list must be made available to the District upon request.

## Authorized and Suitable Investments

6110.9 The District is provided a broad spectrum of eligible investments under California Government Code Section 53600 *et seq.* The District may choose to restrict its permitted investments to a smaller list of securities that more closely fits the District's cash flow needs and requirements for liquidity. If a type of investment is added to California Government Code 53600, it will not be added to the District's Authorized Investment List until this policy is amended and approved by the Chief Executive Officer and the Board of Directors. If a type of investment permitted by the District should be removed from California Government Code 53600, it will be deemed concurrently removed from the District's Authorized Investment List, but existing holdings may be held until they mature if it is in the best interest of the District and recommended by the CFO and approved by the Board of Directors.

Credit criteria listed in this Policy refers to the credit rating of the issuing organization at the time the security is purchased. The District may from time to time be invested in a security whose rating is downgraded. In the event a rating drops below the minimum allowed by this Policy, the CFO will review recommend an appropriate plan of action to the CEO and Board no less frequently than quarterly. If the District has an Investment Advisor, the Investment Advisor will notify the CFO and recommend a plan of action. Percentage limits refer to the percentage at the time the security is purchased.

6110.9.1 Within the context of these limitations, the following investments are authorized. No more than 5 percent of the portfolio may be invested in any one non-governmental issuer regardless of sector. This limitation does not apply to the following types of securities: U.S. Treasury securities, U.S. Government Agency securities, obligations of the International Bank for Reconstruction and Development, the International Finance Corporation, and the Inter-American Development Bank, money market funds, and government investment pools.

<b>PERMITTED INVESTMENTS/ <u>DEPOSITS</u></b>	<b><u>SECTOR LIMITS</u></b>	<b><u>MINIMUM CREDIT REQUIREMENTS*</u></b>	<b><u>MATURITY LIMITS</u></b>
Government Investment Pools LAIF (Local Agency Investment Fund) California State Treasurer's Office	Maximum permitted by State Treasurer	No limit	N/A
Shares issued by a JPA (LGIP)	No maximum limit	No limit	N/A
Securities of the U.S. Government, including: U.S. Treasury and U.S. Government Agency securities	No % limit No % limit	No limit No limit	5 years 5 years
Registered state warrants or treasury notes or bonds of the state of California	No % limit	No limit	5 years
Bonds, notes, warrants, or other evidences of indebtedness of any local agency within the State of California	No % limit	No limit	5 years

PERMITTED INVESTMENTS/ DEPOSITS	SECTOR LIMITS	MINIMUM CREDIT REQUIREMENTS*	MATURITY LIMITS
Bonds, notes, warrants, or other evidences of indebtedness of any of the other 49 United States in addition to California	No % limit	No limit	5 years
Bankers' acceptances	20%	"A-1"	180 days
Commercial paper	25%	"A-1" or higher <i>or</i> has debt other than commercial paper that is rated "A" or higher	270 days
Negotiable certificates of deposit	30%	"A-1" / "A"	5 years
Time certificates of deposit	50%	No limit	2 years
Repurchase Agreements	20% with Master Repurchase Agreement	N/A	90 days
Money market funds	20%	"AAA" or higher by at least two NRSROs <sup>1</sup> <i>or</i> must meet the Advisor Requirements (See section (m) on page 11.)	N/A
Money market account/ passbook savings / demand deposits	No % limit	N/A	N/A
Asset-backed securities*	20%	"AA"	5 years
Obligations of the International Bank for Reconstruction and Development, the International Finance Corporation, and the Inter-American Development Bank	30%	"AA"	5 years

\* Minimum credit requirements refer to the credit rating category without regard to "+", "-", or 1, 2, 3 modifiers. The minimum required credit rating category includes the equivalent ratings from any NRSRO.

6110.9.1.2 One of the purposes of this Investment Policy is to define which investments are permitted. If a type of security is not specifically authorized by this policy, it is not a permitted investment.

6110.10 The following descriptions of authorized investments are included here to assist in the administration of this policy.

#### 6110.10.1 Local Agency Investment Fund (LAIF)

The Local Agency Investment Fund (LAIF) is a special fund in the California State Treasury created and governed pursuant to Government Code Sections 16429.1 *et seq.* This law permits the District with the consent of the Board of Directors, to remit money not required for the District's immediate need, to the State Treasurer for deposit in this special fund for the purpose of investment. Funds may be withdrawn on one same day notice if notice is given by 10 a.m. The fees charged by LAIF are limited by statute (Legal Authority – Government Code Section 16429.1).

#### 6110.10.2 Shares Issued by a JPA (LGIP)

Shares of beneficial interest issued by a joint powers authority organized pursuant to Government Code Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (q) of Government Code Section 53601, inclusive. (Legal Authority – Government Code Section 53601 (p)).

<sup>1</sup> An NRSRO is defined as a “Nationally Recognized Statistical Rating Organization”.

Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

- 6110.10.2.1 The adviser is registered or exempt from registration with the Securities and Exchange Commission.
- 6110.10.2.2 The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q) Government Code Section 53601, inclusive.
- 6110.10.2.3 The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

#### 6110.10.3 Securities of the U.S. Government including U.S. Treasury and U.S. Government Agencies and Instrumentalities

These obligations can be classified either as “Treasuries” or “Agencies.”

Treasury securities (“Treasuries”) are obligations of the United States Treasury backed by the “full faith and credit” of the federal government and can be of three types: bills, notes, and bonds. (Legal Authority- Government Code Sections 53601(b)).

The District can invest in federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. The maximum investment maturity is restricted to 5 years. (Legal Authority – Government Code Sections 53601 (f)).

#### 6110.10.4 Registered State warrants or Treasury Notes or Bonds of the State of California

These include bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state. The maximum investment maturity is restricted to 5 years. (Legal Authority – Government Code Sections 53601 (c)).

#### 6110.10.5 Bonds, Notes, Warrants, or Other Evidence of Indebtedness of any Local Agency within the State of California

These include bonds payable solely out of the revenues from a revenue-producing property owned, controlled or operated by a California local agency, or by a department, board, agency or authority of such a local agency. The maximum investment maturity is restricted to 5 years. (Legal Authority- Government Code Sections 53601 (d)).



6110.10.6 Bonds, Notes, Warrants, or Other Evidence of Indebtedness of any of the other 49 United States in addition to California

These include bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California. The maximum investment maturity is restricted to 5 years. (Legal Authority – Government Code Sections 53601 (d)).

6110.10.7 Bankers Acceptances

The District may invest in bankers' acceptances, which are bills of exchange or time drafts that are drawn on and accepted by a commercial bank. To be eligible for investment by the District, bankers' acceptances must carry a minimum rating of "A" or "A-1" by a nationally recognized statistical rating organization ("NRSRO"). The maximum investment maturity will be restricted to 180 days. Purchases of bankers' acceptances shall not exceed 20 percent of the portfolio. (Legal Authority-Government Code Sections 53601 (g)).

6110.10.8 Commercial Paper

Commercial paper is issued by leading industrial and financial firms to raise working capital. The District shall only buy commercial paper of "prime" quality of the highest ranking or of the highest letter and numerical rating by an NRSRO. Eligible paper shall also be further limited to issuing corporations that meet all of the following conditions in either paragraph 6110.10.8.1 or paragraph 6110.10.8.2:

6110.10.8.1 The entity meets the following criteria: (i) is organized and operating within the United States as a general corporation, (ii) has total assets in excess of five hundred million dollars (\$500,000,000), and (iii) has debt other than commercial paper, is any, that is rated in a rating category of "A" or its equivalent or higher by an NRSRO.

6110.10.8.2 The entity meets the following criteria: (i) is organized within the United States as a special purpose corporation, trust, or limited liability company, (ii) has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond, and (iii) has commercial paper that is rated in a rating category of "A-1" or higher, or the equivalent, by an NRSRO.

Purchases of eligible commercial paper shall not exceed 270 days to maturity. Purchases of commercial paper shall not exceed 25 percent of the portfolio. (Legal Authority – Government Code Section 53601 (h)).

6110.10.9 Negotiable Certificates of Deposit

The District may invest in negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association, a state or federal credit union or by a federally licensed or state-licensed branch of a foreign bank. Eligible investments shall be rated in a rating category of "A" or "A-1" or its equivalent or better by an NRSRO. The maximum investment maturity is restricted to 5 years. Purchases of negotiable Certificates of Deposit shall not exceed 30 percent of the portfolio. (Legal Authority – Government Code Section 53601 (i)). No deposits shall be made at any time in negotiable CDs issued by a state or federal credit union if a member of the District's Board or staff serves on the board of directors or any committee appointed by the board of directors of the credit union.

#### 6110.10.10 Time Certificates of Deposit

The District may invest in non-negotiable, FDIC-insured, and collateralized certificates of deposits ("CDs") in a state or national bank, savings association or federal association, federal or state credit union in the State of California. In accordance with California Government Code Section 53635.2, to be eligible to receive District deposits, a financial institution must have received an overall rating of not less than "satisfactory" in its most recent evaluation by the appropriate federal financial supervisory agency of its record of meeting the credit needs of California communities. A written depository contract is required with all institutions that hold District deposits. Deposits larger than the current level of FDIC insurance must be collateralized by securities with a market value of at least 110 percent of all uninsured deposits with the institution. Acceptable collateral is governed by California Government Code Section 53651. Real estate mortgages are not considered acceptable collateral by the District, even though they are permitted in Government Code Section 53651(m). All banks are required to provide the District with a statement of pooled collateral. This report will state that they are meeting the 110 percent collateral rule (Government Code Section 53652(a)), a listing of all collateral with location and market value, plus an accountability of the total amount of deposits secured by the pool.

No deposits shall be made at any time in CDs issued by a state or federal credit union if a member of the District's Board or staff serves on the board of directors or any committee appointed by the board of directors of the credit union. In accordance with Government Code Section 53638, any deposit shall not exceed that total shareholder's equity of any depository bank, nor shall the deposit exceed the total net worth of any institution. Maximum maturity is restricted to 2 years. Purchases of time certificates of deposit shall not exceed 50 percent of the portfolio.

#### 6110.10.11 Repurchase Agreements

The District may invest in overnight and term repurchase agreements with Primary Dealers of the Federal Reserve Bank of New York rated in a rating category of "A" or its equivalent or better by an NRSRO with which the District has entered into a Master Repurchase Agreement. This agreement will be modeled after the Public Securities Associations Master Repurchase Agreement. The maximum maturity will be restricted to 90 days. Purchases of repurchase agreements shall not exceed 20 percent of the portfolio. (Legal Authority—Government Code Section 53601(j)).

All collateral used to secure this type of transaction is to be delivered to a third party prior to release of funds. The third party will have an account in the name of the Beach Cities Health District. The market value of securities used as collateral for repurchase agreements shall be monitored on a daily basis and will not be permitted to fall below a minimum of 102 percent of the value of the repurchase agreement. Collateral shall not have maturities in excess of 5 years. The right of substitution will be granted, provided that permissible collateral is maintained.

In order to conform with provisions of the Federal Bankruptcy Code which provides for the liquidation of securities held as collateral for repurchase agreements, the only securities acceptable as collateral shall be securities that are direct obligations of and guaranteed by the United States Government and Agency securities as permitted under this policy. The District will maintain a first perfected security interest in the securities subject to the repurchase agreement and shall have a contractual right to liquidation of purchased securities upon the bankruptcy, insolvency or other default of the counter party.

6110.10.12 Medium Term Notes

Medium-term notes are obligations of a domestic corporation or depository institution. The maximum investment maturity is restricted to 5 years. Eligible investments shall be rated in a rating category of "A" or its equivalent or better by an NRSRO. Purchases of medium-term notes shall not exceed 30 percent of the portfolio. (Legal Authority-Government Code Sections 53601(k)).

6110.10.13 Money Market Funds

Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1, *et seq.*) and that invest in securities and obligations defined as permitted investments for local agencies as described in subsections (a) through (k), inclusive, and (m) through (q), inclusive, of Government Code Section 53601 *et seq.*

To be eligible for investment pursuant to this subdivision these companies shall either: (1) attain the highest ranking letter or numerical rating provided by not less than two NRSROs or (2) have an investment advisor registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds and with assets under management in excess of \$500,000,000. Purchases of money market funds shall not exceed 20 percent of the portfolio. (Legal Authority – Government Code Section 53601 (l)).

6110.10.14 Money Market Accounts / Passbook Savings / Demand Deposits These are authorized by Government Code Section 53637 and must be insured by the FDIC or collateralized as required by California Government Code. (Legal Authority – Government Code Section 53637).

6110.10.15 Asset-Backed Securities

This category includes mortgage passthrough securities, collateralized mortgage obligations, mortgage-backed or other pay-through bonds, equipment lease- backed certificates, consumer receivable passthrough certificates, or consumer receivable-backed bonds. Securities eligible for investment shall be rated in a rating category of "AA" or its equivalent or better by at least one NRSRO. Further, the asset-backed securities described in this sub-section may only be purchased on the District's behalf by a registered investment advisor. The investment advisor must independently review and approve each asset-backed security to be purchased in the District's portfolio. The maximum remaining investment maturity is restricted to 5 years or less. Purchases of asset-backed securities shall not exceed 20 percent of the portfolio. (Legal Authority – Government Code Section 53601 (o)).

6110.10.16 Obligations of the International Bank for Reconstruction and Development, the International Finance Corporation, and the Inter- American Development Bank

United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), or Inter- American Development Bank (IADB), which are eligible for purchase and sale within the United States. Investments shall be rated "AA", its equivalent, or better by at least one NRSRO. The maximum investment maturity is restricted to 5 years. Purchases of these types of obligations may not exceed 30 percent of the portfolio. (Legal Authority – Government Code Section 53601 (q)).

### **Investment Pools**

6110.11 A thorough investigation of any investment pool, money market or mutual fund is required prior to investing and on a continual basis. The investigation will, at a minimum, obtain the following information:

- 6110.11.1 A description of interest calculations and how it is distributed, and how gains and losses are distributed.
- 6110.11.2 A description of how securities are safeguarded (including the settlement process) and how often the securities are marked to market and how often an audit is conducted.
- 6110.11.3 A description of who may invest in the program, how often, what size deposits and withdrawals are permitted.
- 6110.11.4 A schedule for receiving statements and portfolio listings.
- 6110.11.5 Does the pool/fund maintain a reserve or retain earnings, or is all income after expenses distributed to participants?
- 6110.11.6 A fee schedule that discloses when and how fees are assessed.
- 6110.11.7 Determining if the pool or fund is eligible for bond proceeds and/or will it accept such proceeds.

The purpose of this investigation is to determine the suitability of a pool or fund and evaluate the risk of placing funds with that pool or fund.

### **Collateralization**

6110.12 Repurchase Agreements shall be collateralized in accordance with terms specified in the Master Repurchase Agreement. The valuation of collateral securing a Repurchase Agreement will be verified and monitored on a daily basis to ensure a minimum of 102% of the value of the transaction being held by the District's depository agent. All collateral used to secure this type of transaction is to be delivered to a third party prior to release of funds. The third party will have an account in the name of the Beach Cities Health District.

### **Safekeeping and Custody**

6110.13 All deliverable securities owned by the District shall be held in safekeeping by a third-party bank trust department acting as agent for the District under the terms of a custody agreement executed by the bank and the District. All deliverable securities will be received and delivered using standard delivery versus payment (DVP) procedures. The third-party bank trustee agreement must comply with Section 53608 of the California Government Code. No outside broker/dealer or advisor may have access to District funds, accounts, or investments and any transfer of funds must be approved by the Chief Executive Officer or his/her designee.

### **Diversification and Risk**

6110.14 The District recognizes that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. To minimize the District's exposure to these types of risk, the portfolio should be diversified among several types of institutions, instruments, and maturities. The Finance Director shall minimize default risk by prudently selecting only instruments and institutions, which at the time of placement have been evaluated for their financial viability and compliance with this policy. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio. Risk shall also be managed by subscribing to a portfolio

management philosophy that helps to control market and interest rate risk by matching investments with cash flow requirements. In the event of a default by a specific issuer, the Finance Director shall evaluate the liquidation of securities having comparable credit risks. Diversification strategies shall be established and reviewed quarterly by the Chief Executive Officer.

#### **Maximum Maturities**

6110.15 Every effort will be made to match investment maturities to cash flow needs. Matching maturities with cash flow dates will reduce the need to sell securities prior to maturity, thus reducing market risk. The maximum average duration of the District's portfolio may not exceed 3 years. Unless matched to a specific requirement and approved by the Board of Directors, no investment may be made with a maturity greater than 5 years.

#### **Internal Control and Review**

6110.16 The Chief Executive Officer and/or CFO will review this Beach Cities Health District Investment Policy annually and present the Investment Policy and any recommended changes to the Finance Committee. The Finance Committee will review the staff's recommendations and present the Investment Policy and the Committee's recommendations to the Board of Directors.

6110.17 The external auditors shall review annually the investments and general activities associated with the investment program to ensure compliance with this Investment Policy. This review will provide internal control by assuring compliance with policies and procedures established by this Investment Policy.

#### **Performance Standards**

6110.18 The investment portfolio will be managed in accordance with the standards established within this Investment Policy and should obtain a market rate of return throughout budgetary and economic cycles, taking into account the District's investment risk constraints, cash flow needs, and maturities of the investments. The basis to determine whether market yields are being achieved shall be the total return of the portfolio. The Bank of America Merrill Lynch 1-5 Year U.S. Government/Corporate AAA- A Index is the benchmark that will be compared to the portfolio's sector composition, maturity structure, current investment strategy, and total return. The CFO will periodically review the District's portfolio performance against the benchmark.

#### **Reporting**

6110.19 The Chief Executive Officer or his/her designee will submit to the Board of Directors a monthly report of investment transactions and a quarterly investment report, which will be submitted within 30 days of the end of each calendar quarter. This report shall include all items listed in Section 53646(b) of the Government Code.

6110.19.1 A list of individual securities held at the end of the reporting period.

6110.19.2 Market value, book value, par value, cost basis, and maturity date of all investments.

6110.19.3 Dollar weighted yield to maturity of the District's investments.

6110.19.4 Statement of compliance of the District's Investment Policy with California Government Code Section 53601 et seq.

6110.19.5 Statement as to ability to meet all scheduled expenditure requirements for the next six months.



## **Glossary of Investment Terms**

*Because the Investment Policy of the Beach Cities Health District is available to the public, related terminology is included as a part of this policy.*

**Bankers' Acceptance** - A high-quality, short-term money market instrument used to finance international trade. There has never been an instance of a failure to pay a banker's acceptance in full at its maturity date.

**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.

**Book Value** - The value at which a debt security is shown on the holder's balance sheet. Book value is acquisition cost less amortization of premium or accretion of discount.

**Broker** - Someone who brings buyers and sellers together and is compensated for his/her service.

**Certificate of Deposit** - A deposit of funds for a specified period-of-time that earns interest at a specified rate. Commonly known as "CDs." Maturities range from a few weeks to several years. Interest rates are set by the competitive marketplace.

**Collateral** - Securities, evidence of deposit or pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposit of public moneys.

**Commercial Paper** - Short-term, negotiable unsecured promissory notes of corporations.

**Custodian** - A bank or other financial institution that keeps custody of stock certificates and other assets.

**Delivery vs. Payment (DVP)** - Delivery of securities with a simultaneous exchange of money for the securities.

**Diversification** - Dividing investment funds among a variety of securities offering independent returns and risk profiles.

**Federal Deposit Insurance Corporation (FDIC)** - Insurance provided to customers of a subscribing bank that guarantees deposits to a set limit (currently \$250,000) per account.

**Interest Rate Risk** - The risk associated with declines or rises in interest rates that cause an investment in a fixed-income security to increase or decrease in value.

**Investment Company Act of 1940** - Federal legislation which sets the standards by which investment companies, such as mutual funds, are regulated in the areas of advertising, promotion, performance reporting requirements, and securities valuations.

**Investment Policy** - A concise and clear statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

**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.

**Market Risk** - The risk that the value of a security will rise or decline as a result of changes in market conditions.

**Market Value** - Current market price of a security. The price at which a security is trading and could presumably be purchased or sold.

**Maturity** - The date upon which the principal or stated value of an investment becomes due and payable.

**Money Market Fund** - Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repos, and federal funds).

**Negotiable Certificate of Deposit** - A large denomination certificate of deposit which can be sold in the open market prior to maturity.

**Note** - A written promise to pay a specified amount to a certain entity on demand or on a specified date.

**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.

**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.

**Primary Dealer** - A group of government securities dealers that submit daily reports of market activity and security positions held to the Federal Reserve Bank of New York and are subject to its informal oversight.

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

**Prudent Investor Standard** - A standard of conduct where a person acts with care, skill, prudence, and diligence when investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing funds. The test of whether the standard is being met is if a prudent person acting in a similar situation would engage in similar conduct to ensure that investments safeguard principal and maintain liquidity.

**Purchase Date** - The date in which a security is purchased for settlement on that or a later date.

**Rate of Return** - The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

**Repurchase Agreement (REPO)** - A transaction where the seller agrees to buy back from the buyer the securities at an agreed upon price on demand or at a specified date.

**Risk** - Degree of uncertainty of return on an asset.

Safekeeping - Holding of assets (e.g., securities) by a financial institution.

Safekeeping Service - Offers storage and protection of assets; provided by an institution serving as an agent.

Secondary Market - A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities and Exchange Commission (SEC) - The federal regulatory agency responsible for supervising and regulating the securities industry.

Settlement Date - The date on which a trade is cleared by delivery of securities against funds.

Shares issued by a JPA (LGIP) - A pooled investment vehicle sponsored by a local Agency or a group of local agencies for use by other local agencies.

Time Certificate of Deposit - A non-negotiable certificate of deposit that cannot be sold prior to maturity.

Total Return - The sum of all investment income plus changes in the capital value of the portfolio.

Treasury Bills (also known as T-bills) - U.S. Treasury Bills, which are short-term, direct obligations of the U.S. Government issued with original maturities of 13 weeks, 26 weeks and 52 weeks (3-month, 6-month, 1-year); sold in minimum amounts of \$10,000 in multiples of \$5,000 above the minimum. Issued in book entry form only. T-bills are sold on a discount basis.

Treasury Bonds (also known as T-bonds) - U.S. Treasury long-term obligations, direct obligations of the U.S. Government, generally mature in 10 years or more.

U.S. Government Agencies - The term used to describe the instruments issued by various U.S. Government Agencies most of which are secured only by the credit worthiness of the particular Agency.

U.S. Treasury Obligations - Debt obligations of the United States Government sold by the Treasury Department in the forms of Bills, Notes, and Bonds. Bills are short-term obligations that mature in 1 year or less and are sold on the basis of a rate of discount. Notes are obligations that mature between 1 year and 10 years. Bonds are long-term obligations that generally mature in 10 years or more.

Yield - The rate of annual income return on an investment, expressed as a percentage. It is obtained by dividing the current dollar income by the current market price of the security.

Yield to Maturity - The rate of income return on an investment minus any premium or plus any discount, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond, expressed as a percentage.

**POLICY TITLE:** Budget Preparation  
**POLICY NUMBER:** 6120

**COMMITTEE APPROVAL DATE:** 06/16/2020  
**BOARD APPROVAL DATE:** 06/24/2020

**WRITTEN/REVISED BY:** M.SUUA  
**SUPERSEDES:** 03/23/2016

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**POLICY:**

6120 It is the policy of the Beach Cities Health District's ("District") Board of Directors to maintain Board-level oversight of District expenditures through budgetary controls.

6120.1 It is the policy of the District to have a balanced operating budget, where District revenues pays for District operating expenditures on an annual basis, unless special considerations are acknowledged and approved by the District's Board.

6120.2 It is the policy of the District's Board of Directors, in making decisions affecting the District's long-term fiscal health, to make every effort to consider the District's financial reserves, the effect of inflation, and foreseeable future budgetary activity when reviewing budgets and approving expenditures to have a balanced operating budget.

**GUIDELINES:**

6120.3 An annual budget proposal shall be prepared by department heads, with the process directed and coordinated by the Chief Finance Officer (CFO), subject to the approval of the Chief Executive Officer (CEO). While the CEO has discretionary approval authority of expenditures by resolution, monthly controls and financial reporting are to be put in place giving each department head responsibility for controlling expenditures for their own department.

6120.4 The District begins the budget preparation by holding a Strategic Planning meeting open to the public, subject to the Brown Act.

6120.5 Prior to review by the Board of Directors, the Board's Finance Committee shall meet with the CEO, CFO and department heads to review and discuss the annual budget proposal, in a meeting open to the public, subject to the Brown Act.

6120.6 The proposed annual budget as recommended by the Finance Committee shall be reviewed by the Board at one of its meetings during the last quarter of every year prior to the Fiscal year commencing July 1st, unless otherwise scheduled by the Board, also in a meeting open to the public, subject to the Brown Act.

6120.7 The proposed annual budget, as amended by the Board during its review, shall be adopted by Board Resolution during the last quarter of every year prior to the Fiscal year commencing July 1st, unless otherwise scheduled by the Board, in a meeting open to the public, subject to the Brown Act.

**POLICY TITLE:** PRINCIPAL PRESERVATION  
**POLICY NUMBER:** 6130

**COMMITTEE APPROVAL DATE:** 05/22/2017  
**BOARD APPROVAL DATE:** 05/24/2017

**WRITTEN/REVISED BY:** M.SUUA  
**SUPERSEDES:** 03/23/2016

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**POLICY:**

6130 It is the policy of the Board of Directors of the Beach Cities Health District ("District") to establish guidelines that will insure that the District maintains an Unrestricted Fund Balance generated from rent proceeds, taxes and investment income in an amount sufficient to insure sources of funding for operating the District Services focused on preventive health-related services and programs provided to the three beach cities, including the publicly-owned health facilities known as the Center for Health & Fitness and Adventure Plex. In addition, for prudent long-term management of District assets, it is further the policy of the Board of Directors to maintain a Committed Fund Balance to be used for continued capital investments in the District.

6130.1 In order to accomplish these objectives, the following guidelines shall be implemented.

**GUIDELINES:**

6130.2 Protection of Purchasing Power:

6130.2.1 Each year, during the budget process for the next fiscal year, staff shall provide the Board of Directors projected revenues and recommended funding levels for grants and programs. The Board shall determine the amount of funding to be added to the Unrestricted Reserve to equal a minimum of six (6) months of actual operating expenditures.

6130.2.2 The remaining District available fund balance shall be designated Committed Fund Balance to be used for prudent long-term protection of District assets to insure continued return on investments.

6130.3 Profits from Sale of Property & Other Unidentified Sources:

In the event the District receives income from outside sources relating to the sale of District property and/or equipment; refunds; repayment of loans; etc., it shall be allocated to the Committed Fund Balance.

6130.4 Replenishment of Committed Fund Balance for Extraordinary Services:

In the event the District has a need to use Committed Fund Balance to provide extraordinary services including, but not limited to, such items as construction, purchase of property and/or equipment, damages not covered by insurance, emergency funding for grantees, and health emergency, the Board of Directors shall have the discretion at the time of approving the funding of the project/service(s) of determining whether the Committed Fund Balance shall be repaid. The Board shall also determine whether the repayment will include an interest factor and over what period the reserve shall be repaid.



**POLICY TITLE:** DISBURSEMENT OF FUNDS  
**POLICY NUMBER:** 6140

**COMMITTEE APPROVAL DATE:** 03/08/2016  
**BOARD APPROVAL DATE:** 03/23/2016

**WRITTEN/REVISED BY:** M.SUUA  
**SUPERSEDES:** 11/17/2010

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**POLICY:**

6140 It is the policy of the Beach Cities Health District's Board of Directors to prudently disburse funds of the Beach Cities Health District ("District") in order to maintain Board-level oversight.

6140.1 The objective is to maintain Board-level oversight of financial transactions and require Board signatures only on checks for infrequent, high dollar amount and unbudgeted disbursements.

6140.2 It is intended that this policy cover all accounts and disbursement activities of the District.

**GUIDELINES:**

6140.3 Authorized signers on District bank accounts are designated board members, the Chief Executive Officer and the Finance Director.

6140.4 Checks over \$10,000 are to have 2 signatures; checks over \$50,000 are to have 3 signatures.

6140.5 Checks payable to a check signer are to be signed by others.

**POLICY TITLE:** FUND BALANCE  
**POLICY NUMBER:** 6170

**COMMITTEE APPROVAL DATE:** 03/08/2016  
**BOARD APPROVAL DATE:** 03/23/2016

**WRITTEN/REVISED BY:** M.SUUA  
**SUPERSEDES:** 06/29/2011

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**POLICY:**

6170.1 It is the policy of the Beach Cities Health District ("District") to comply with Governmental Accounting Standards Board (GASB) Statement No. 54 to provide protection for the District against unforeseen financial circumstances such as revenue shortfalls and unanticipated expenditures.

6170.1.1 GASB mandates that this hierarchy of expending fund balance be reported in new categories, using the new definitions, and be formally adopted by the District's governing body.

6170.1.2 GASB requires that the Board of Directors clarify what limitations on the use of fund balance it wishes to direct, and which are delegated to staff.

6170.2 It is the policy of the District to establish the guidelines for reporting unrestricted fund balance in the General Fund financial statements.

6170.2.1 Certain commitments and assignments of fund balance will help ensure that there will be adequate financial resources to protect the District against unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures.

6170.3 It is the policy of the District's Board of Directors to authorize and direct the Director of Finance (DF) to prepare financial reports which accurately categorize fund balance as per GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

**SCOPE:**

6170.4 It is intended that this policy cover fund balance of the District. Fund balance is the difference between assets and liabilities reported in a government fund.

6170.4.1 There are five separate components of fund balance, each of which identifies the extent to which the District is bound to honor constraints on the specific purposes for which amounts can be spent:

- 6170.4.1.1 Non-spendable fund balance (inherently non-spendable)
- 6170.4.1.2 Restricted fund balance (externally enforceable limitations on use)
- 6170.4.1.3 Committed fund balance (self-imposed limitations on use)
- 6170.4.1.4 Assigned fund balance (limitation resulting from intended use)
- 6170.4.1.5 Unassigned fund balance (residual net resources)

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**Note** - A written promise to pay a specified amount to a certain entity on demand or on a specified date.

**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.

**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.

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**Prudent Investor Standard** - A standard of conduct where a person acts with care, skill, prudence, and diligence when investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing funds. The test of whether the standard is being met is if a prudent person acting in a similar situation would engage in similar conduct to ensure that investments safeguard principal and maintain liquidity.

**Purchase Date** - The date in which a security is purchased for settlement on that or a later date.

**Rate of Return** - The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

**Repurchase Agreement (REPO)** - A transaction where the seller agrees to buy back from the buyer the securities at an agreed upon price on demand or at a specified date.

**Risk** - Degree of uncertainty of return on an asset.

**Safekeeping** - Holding of assets (e.g., securities) by a financial institution.

**Safekeeping Service** - Offers storage and protection of assets; provided by an institution serving as an agent.

**Secondary Market** - A market made for the purchase and sale of outstanding issues following the initial distribution.

**Securities and Exchange Commission (SEC)** - The federal regulatory agency responsible for supervising and regulating the securities industry.

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**Yield to Maturity** - The rate of income return on an investment minus any premium or plus any discount, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond, expressed as a percentage.

# BCHD FY2022-23 BUDGET



## BUDGET PROCESS & TIMELINE



## Budget Timeline and Process

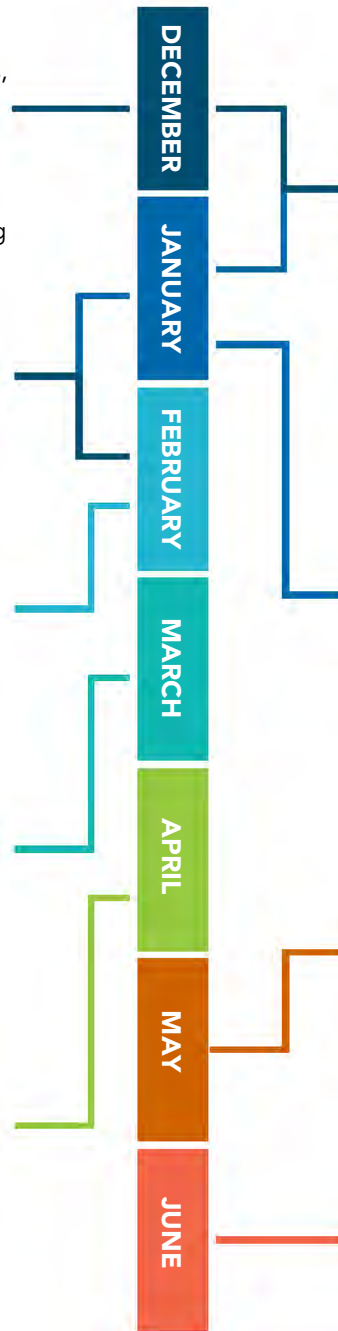
**December.** The budget preparation begins each year when Finance reviews the prior year's timeline, guidelines, and spreadsheets, then requests feedback from the departments on the prior year process. Department directors provide insight on how the Finance Department can better serve their areas for the upcoming year. Finance then schedules a Q&A including a budget training session, if applicable.

**January/February.** Leadership team meets to review the Strategic Planning Half-day feedback, ideas, and priorities, then formulates the feedback into potential actionable programs, services or projects for the new budget year.

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

**March.** Each department's budget is reviewed with the Chief Finance Officer in early March. The CEO is then given a first look of the consolidation in mid-March, and a period of review and adjustments follows from then until April.

**April.** Successive iterations of review and corrections continue while seeking to balance the budget and maximize services, allocating all available resources.



**December/January.** Per Policy 6120.4: Budget Preparation – The District begins the budget preparation by holding an open-to-the-public Strategic Planning meeting, subject to the Brown Act.

Beach Cities Health District holds a Strategic Planning Half-day meeting with all Company- wide staff, board of directors, community committee members and attending members of the public. The group reviews current priorities and provides recommendations/updates on budget priority for the upcoming fiscal year.

**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 to the actual financial performance to estimate the current fiscal year-end results and build the start of a new budget. Multiplying the current actual activity by two gives a rudimentary starting point.

**May.** Finance Committee, comprised of two board of director members, several appointed community members, and a treasurer from one of the three beach cities, reviews the proposed budget prior to releasing it to the board of directors. The District board of directors is given the recommended budget at the May board meeting.

**June.** The District board of directors is formally presented the final budget at the board meeting for final approval.

### Amendments:

All amendments to change the total budget by greater than \$10,000 happen at board- level.

First, staff brings any recommended amendment(s) to the Finance Committee (unless an emergency exists) for review and recommendations, then it is presented to the board for review and approval. The amendment is either approved, approved with changes, or disapproved.

The District's auditors review amendments to the budget year to ensure compliance to District policy and annual budget resolution.

# BCHD FY2022-23 BUDGET



## BUDGET ACCOUNTING BASIS & COST ALLOCATION

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## **Budget Accounting Basis**

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BCHD's budget and financial reporting is prepared using the Government Fund Accounting Basis. Governmental fund financial statements are reported using the current financial resources measurement focus and the Modified Accrual Basis of Accounting consistent with best practices for governmental entities, the governmental accounting standards board (GASB), and generally accepted governmental accounting standards (GAGAS).

Revenues are budgeted based when they are both measurable and available. Revenues are considered available when they are collectible within the fiscal year budget. The government considers revenues to be available if the revenue was earned before the end of the fiscal year and collected within 60 days of the end of the current fiscal period.

Expenditures are budgeted when payment is due, and the liability is incurred whichever comes first. Fixed assets, capital improvement, capital lease and debt service expenditures are recorded only when payment is due.

Capital investment expenditures are defined as construction in progress (CIP), building improvements, Furniture, Fixture and Equipment (FF&E) or Information Technology investments that have a useful life exceeding one year and cost more than \$5,000. This represents a conservative approach to capitalizing assets and replacing only infrastructure elements that cannot be deferred.

The Budget Accounting Basis is the same as used in the financial reporting for the District's audited fund financial statements. As required by governmental accounting standards board (GASB), the District also reports the actual audited financial statements on a full accrual basis in accordance with GAAP (Generally Accepted Accounting Principles) with a "Reconciliation of the Balance sheet of Governmental Funds to the Statement of Net Position" and a "Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance to the Statement of Activities". ([ANNUAL COMPREHENSIVE FINANCIAL REPORT, Fiscal year ended June 30, 2021](#))

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## **Budget Allocated Costs (Cost Accounting)**

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BCHD budgets and tracks costs by support and operational functions or departments, like Human Resources and Community Services departments. Most costs associated with each department are direct costs and some are allocated.

Costs like worker's compensation insurance and certain payroll expenses, like CalPERS pension and medical expenses are allocated across departments. Also, BCHD uses internal workforce resources in various capacities and thus allocates payroll expenses where there are operational needs.

While management of each function is accountable for their specific budget, the District manages only one fund, the General Fund, and all costs are controlled and monitored on a consolidated basis, and there is no need for further cost allocations.



## BCHD FY2022-23 BUDGET



## DESCRIPTION OF FUNDS

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## Description of Governmental Funds

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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 all governmental activities such as Community Services, Blue Zones and Youth Services Department, Property Operations Management, Health & Fitness Operations, and all support services, including executive office, HR and Finance.

**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. There are currently no activities budgeted in the Special Revenue Fund.

## Fund Balance Classification

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The District manages all its operations, and Capital investments in the General Fund.

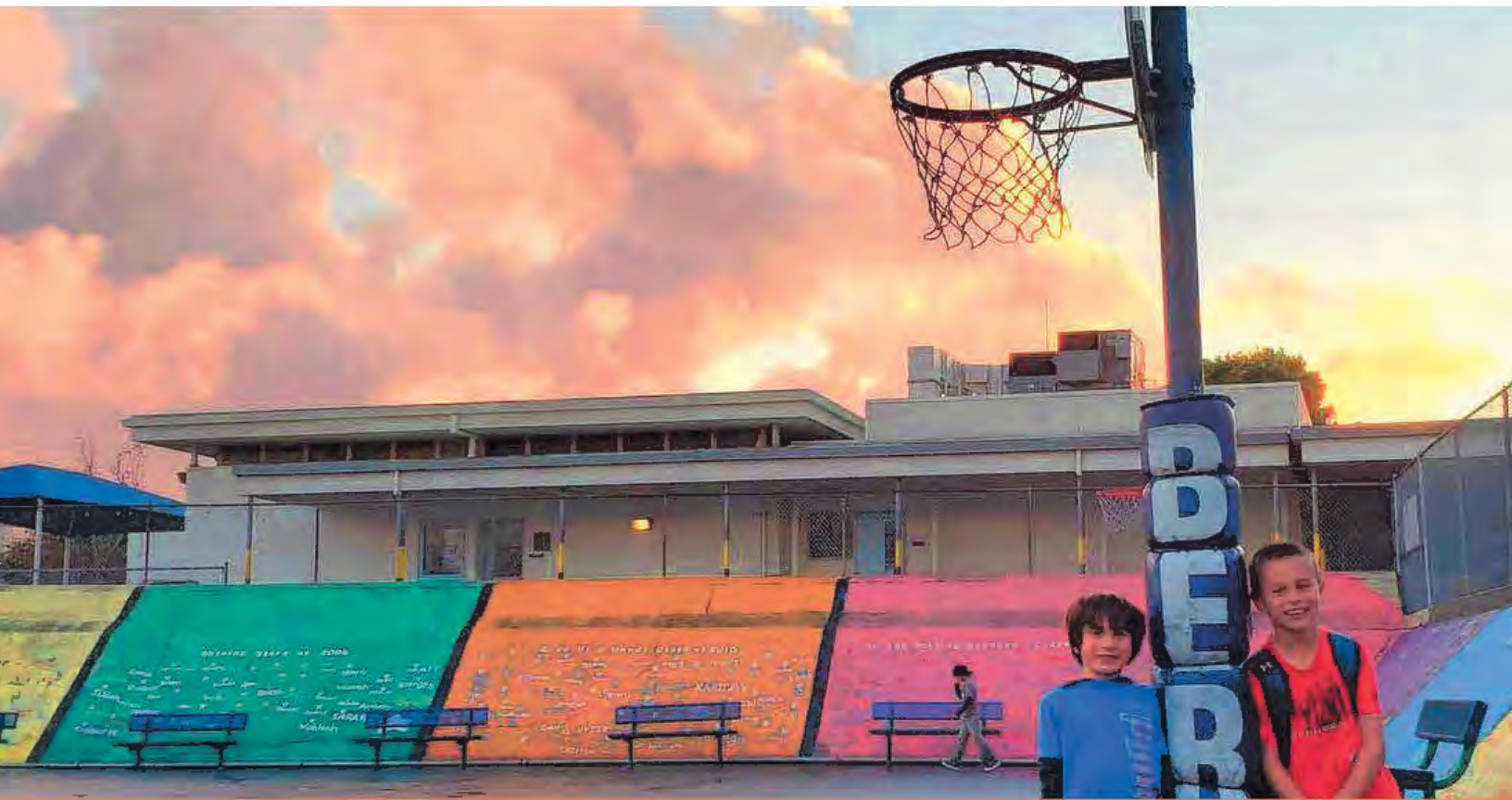
The District Principal Preservation Policy #6130 demonstrates the Board's commitment to ensure sufficient funds are in reserve for maintaining the District's Programs and Services by requiring unrestricted reserve to equal a minimum of six (6) months of operating expenditures. Further, the District's remaining available fund balance shall be designated "Committed Fund Balance" to be used for prudent long-term protection of District assets and ensure continued return on investments.

Fund balances are reported in the fund statements in the following classifications:

- **Nonspendable** – this includes amounts that cannot be spent because they are either not spendable in form (such as inventory) or legally or contractually required to be maintained intact (such as endowments).
- **Committed** – this includes amounts that can be used only for the specific purposes determined by a formal action of the Board. It includes legislation (Board action) that can only be overturned by new legislation requiring the same type of voting consensus that created the original action. Therefore, if the Board action limiting the use of the funds is separate from the action (legislation) that created (enabled) the funding source, then it is committed, not restricted. For the District, a resolution is the highest level of decision-making authority that is used to establish a commitment of fund balance.
- **Unassigned** – this includes the remaining spendable amounts which are not included in one of the other classifications.



# BCHD FY2022-23 BUDGET



## GLOSSARY OF BUDGET TERMS

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## **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.

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**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.

**Annual Comprehensive Financial Report (ACFR)** - 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.

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**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

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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 1<sup>st</sup> 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 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.



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**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

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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

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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 FY2022-23 BUDGET



## ACRONYMS

## 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.*

<b>ACFR</b> - Annual Comprehensive Financial Report	<b>H&amp;F</b> - Health and Fitness
<b>ACHD</b> - Assn. of California Healthcare Districts	<b>HBCSD</b> - Hermosa Beach City School District
<b>APLEX</b> - AdventurePlex	<b>HHS</b> - Health and Human Services
<b>BCHD</b> - Beach Cities Health District	<b>HIPAA</b> - Health Insurance Portability & Accountability
<b>BEN</b> - Benefit	<b>HLC</b> - Healthy Living Campus
<b>BIPOC</b> - Black, Indigenous, and People of Color	<b>IS</b> - Information Systems
<b>BOD</b> - Board of Directors	<b>IT</b> - Information Technology
<b>BOE</b> - Building Operating Expenses	<b>JDP</b> - Juvenile Diversion Program
<b>CalPERS</b> - California Public Employees' Retirement Sys.	<b>LACFD</b> - Los Angeles County Fire Department
<b>Capex</b> - Capital Expenditures	<b>LAIF</b> - Local Agency Investment Fund
<b>CARES</b> - Coronavirus Aid, Relief, & Economic Security	<b>LAX</b> - Los Angeles International Airport
<b>CBRE</b> - Coldwell Banker Richard Ellis	<b>LGBTQ</b> - Lesbian, Gay, Bisexual, Transgender, Questioning
<b>CCS</b> - Community Care Services	<b>MB</b> - Manhattan Beach
<b>CDC</b> - Centers for Disease Control & Prevention	<b>MBUSD</b> - Manhattan Beach Unified School District
<b>CEO</b> - Chief Executive Officer	<b>MIS</b> - Management of Information Systems
<b>COGS</b> - Cost of Goods Sold	<b>NIMS</b> - National Incident Management System
<b>CHF</b> - Center for Health and Fitness	<b>NR</b> - Notes Receivable
<b>CIP</b> - Capital Improvement Project	<b>NRSRO</b> - Nationally Recognized Statistical Rating Org.
<b>CIP</b> - Construction in Progress	<b>OPEB</b> - Other Post-employment Benefits
<b>CUP</b> - Conditional Use Permit	<b>OSHA</b> - Occupational Safety and Health Act
<b>CUPCAA</b> - CA Uniform Construction Cost Acctg Comm	<b>PACE</b> - Program of All-inclusive Care for the Elderly
<b>DFC</b> - Drug Free Communities	<b>PBB</b> - Priority Based Budget Process
<b>DOC</b> - District Operations Center	<b>PERS</b> - Public Employee Retirement System
<b>EHS</b> - Environmental, Health and Safety	<b>PT</b> - Part Time
<b>EIR</b> - Environmental Impact Report	<b>POC</b> - Prospect One Corporation
<b>EMS</b> - Emergency Management System	<b>RB</b> - Redondo Beach
<b>FASB</b> - Financial Accounting Standards Board	<b>RBUSD</b> - Redondo Beach Unified School District
<b>FEMA</b> - Federal Emergency Management Agency	<b>RCFE</b> - Residential Care for the Elderly
<b>FT</b> - Full Time	<b>RFP/RFQ</b> - Request for Proposal / Quote
<b>FTE</b> - Full Time Equivalents	<b>ROI</b> - Required Infrastructure Investments
<b>FY</b> - Fiscal Year	<b>TUPE</b> - Tobacco Use Prevention Education
<b>G&amp;A</b> - General and Administrative	<b>Var.</b> - Variance
<b>GAAP</b> - Generally Accepted Accounting Principles	<b>WBS</b> - Well-Being Services
<b>GASB</b> - Government Accounting Standards Board	<b>WW</b> - Work Well
<b>HB</b> - Hermosa Beach	<b>YTD</b> - Year to Date