



# CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

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September 4, 2018

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Receive and discuss an overview of the Proposed Fiscal Year 2019 budgets for the following Departments: Harbor and Water; and,

Receive supporting documentation into the record, conclude the public hearing, and take the actions necessary to adopt the Fiscal Year 2019 budget as listed in Attachment A. (Citywide)

## DISCUSSION

On July 31, 2018, the City Manager's Proposed Budget for Fiscal Year 2019 (FY 19) was delivered by Mayor Garcia to the City Council and community for consideration. Budget meetings were held on December 19, 2017, February 6, August 7, August 14, August 21, and September 4, 2018, along with Budget Oversight Committee (BOC) meetings, and community meetings throughout August and September at which the FY 19 Proposed Budget was discussed. As a result of these meetings, there were more than 18 scheduled opportunities for public feedback, deliberation, and input. Additionally, input was solicited through the Long Beach Budget Priority Survey to obtain feedback on what the City's priorities should be. The survey was promoted on the City's website, along with OpenLB, which shows the budget visually, through Twitter and Facebook, and at the community meetings.

At the conclusion of the hearing, the City Council will amend the proposed budget as it deems appropriate, and adopt the proposed budget as amended. Since the publication of the FY 19 Proposed Budget, updated estimates of FY 19 revenues and expenses, which primarily address technical corrections, are listed by fund and department in Attachments B, C and D to this letter. The reasons for the adjustments are discussed at the end of this letter.

There are three Ordinances in Attachment A. The first approves Resolution No. WD-1392 (A-3), which establishes the rates and charges for the water and sewer service. The second is the Appropriations Ordinance (A-17), which officially adopts the FY 19 budget and authorizes expenditures in conformance with the adopted budget. For these two Ordinances to become effective on October 1, 2018, the City Council must first declare an emergency to exist before adopting each Ordinance (A-2 and A-16). The third Ordinance amends the Departmental Organization of the City (A-13).

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There are also five Resolutions that provide for approval of the budget for the Harbor Department (A-1), the budget for the Water Department (A-4), the Master Fees and Charges Schedule (A-5), establish the Gann Appropriations Limit (A-9), and amend the Salary Resolution (A-14). There are also motions that request approvals for the following: the FY 19 One-Year Capital Improvement Program (A-6); the FY 19 Budget for the Long Beach Community Investment Company (A-7); the Harbor Revenue Fund Transfer (A-8); the revised Financial Policies as recommended by the BOC (A-10); the Mayor's Recommendations (A-11); the BOC Recommendations (A-12); and, a motion amending the Proposed FY 19 Budget (A-15).

This matter was reviewed by Deputy City Attorney Amy R. Webber on August 16, 2018 and by Interim Budget Bureau Manager Grace H. Yoon on August 20, 2018.

### TIMING CONSIDERATIONS

In accordance with the City Charter, the FY 19 budget must be adopted by September 15, 2018. Should the City Council fail to adopt the budget by that date, the City Manager's FY 19 Proposed Budget will be deemed the budget for the 2019 Fiscal Year. The Mayor has five calendar days from City Council adoption of the budget to use his veto authority. The City Council would then have until September 30, 2018, to override veto action by the Mayor with a two-thirds supermajority vote (six Councilmembers).

### FISCAL IMPACT

The City Charter requires that the Appropriations Ordinance shall govern and control the expenditure and commitment amounts stated therein relating to the City's departments, offices, and agencies during each fiscal year. The total Proposed FY 19 budget for all departments and funds is \$3,488,079,611, which comprises of \$3,049,742,656 in new appropriation and \$438,336,955 in estimated carry-over from FY 18 for multi-year grants and projects. Attachments B, C and D provide the financial overview by Fund, by Department, and Citywide revenue by Fund.

The Appropriations Ordinance, included as Attachment A-17, totals \$2,357,522,499 for all funds except Harbor, Sewer, and Water, and \$2,361,672,358 for all departments except Harbor and Water. The \$4,149,859 difference between funds and departments is due to general City indirect costs budgeted in the Financial Management Department, but charged to the Harbor, Water and Sewer Funds, which are not included in the Appropriations Ordinance by fund.

The proposed Harbor, Water and Sewer Funds budgets are in separate City Council Resolutions included as Attachment A-1 and A-4, respectively, and total \$1,130,557,112. The Board of Harbor Commissioners adopted the budget for the Harbor Department by minute order on June 11, 2018. The Board of Water Commissioners adopted the budget for the Water Department by Resolution on June 21, 2018.

User fees and charges in the Master Fees and Charges Schedule, included as Attachment A-5, have been adjusted due to changes in service and other factors,

including the City Cost Index adjustment. For details regarding these proposed new fees, deletions and adjustments, please see the List of Proposed Fees Adjustments for FY 19 that has been incorporated as Exhibits B and C to the Master Fees and Charges Resolution.

Other requested City Council actions include:

- Approving the FY 19 One-Year Capital Improvement Program (CIP) budget, included as Attachment A-6, which is contained in the Appropriations Ordinance. The Planning Commission, at its meeting of August 16, 2018, approved the CIP for FY 19 as conforming to the General Plan.
- Adopting a Resolution, included as Attachment A-9, establishing the Gann Appropriations Limit (Limit) for general purpose expenditures. In November 1979, the voters of the State of California (State) approved Proposition 4, also known as the Gann Initiative (Initiative). The Initiative places certain limits on the amount of tax revenue that can be appropriated each fiscal year. The Limit is based on actual appropriations during FY 79 and prevents overspending proceeds of taxes. Only those revenues that are considered as "proceeds of taxes" are subject to the Limit. The Limit is recalculated each fiscal year based on certain inflation and population factors provided by the State. The Proposed Budget includes tax revenue estimates that are at 39.84 percent of the 2018-2019 Appropriations Limit and, therefore, do not exceed the Limit. This calculation is reviewed by the City Auditor for conformance to the law.
- Adopting the Financial Policies for the City, included as Attachment A-10. These policies have been presented to the BOC for consideration and review and now come to the full City Council for deliberation. Changes made at the request of the BOC include the Fiscal Impact Policy (Policy 12), which is expanded to include non-City Manager departments or elected officials, and normally a fiscal impact statement reviewed by the Financial Management Department. Additionally, the Grant Policy (Policy 17) has been amended to include a statement of expectations for continued funding after the grant period and any deviations from expectations. A redline version of the changes is also provided.
- Adopting the FY 19 Long Beach Community Investment Company (LBCIC) budget, included as Attachment A-7. The LBCIC budget is prepared annually for City Council approval and is a subset of the Housing Development Fund. The LBCIC oversees the delivery of housing and neighborhood revitalization services. The LBCIC approved its FY 19 budget on April 18, 2018.
- Amending the Departmental Organization Ordinance, included as Attachment A-13. This amendment incorporates changes to departments, bureaus, and divisions for FY 19. These organizational changes are necessary to implement changes reflected in the Proposed FY 19 budget. A redline version of the changes is also provided.

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- Adopting the Salary Resolution, which creates and establishes positions of employment while fixing and prescribing the compensation for officers and employees, is included as Attachment A-14.

After the City Manager delivered the FY 19 Proposed Budget to the Mayor, technical adjustments were made to the budget. These changes are generally not substantive and are shown in Attachments B, C and D. Changes include the following:

1. An appropriation increase in the Gas Fund (EF 301) in the Energy Resources Department (ER) by \$12,050,000 to reflect the FY 19 Capital Improvement plan in ER and a transfer to the Capital Projects Fund (CP 201) that were inadvertently omitted.
2. An appropriation and revenue budget decrease in the Insurance Fund (IS 390) in the Human Resources Department (HR) by \$383,630 to reverse the transfer of the Public Works Department's Safety Division to HR that was included in the FY 19 Proposed Budget. Staff had explored the possibility of housing the Public Works Department's Safety staff under HR, but both departments have decided to postpone the transfer to allow more time to study the impact and implementation of such a change.
3. A revenue budget increase in the Development Services Fund (EF 337) in the Development Services Department (DV) by \$3,467,798 to correctly reflect higher Building and Safety Bureau revenues that were inadvertently reduced.
4. A revenue budget increase in the Civic Center Fund (IS 380) in the Citywide Allocations Department (XI) by \$2,973,603 to correctly reflect FY 19 Civic Center rent revenue collected across departments that was inadvertently omitted.

The remaining changes were minor, technical adjustments made to various funds and departments to align budget with grants and/or revenues.

SUGGESTED ACTION:

Approve recommendation

Respectfully submitted,



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:

  
PATRICK H. WEST  
CITY MANAGER

**List of Requested Fiscal Year 2019 Budget Adoption Actions**

1. Adopt the Resolution approving the FY 19 budget for the Long Beach Harbor Department as adopted by the Board of Harbor Commissioners on June 11, 2018. (A-1)
2. Declare an emergency to exist. (A-2)
3. Declare the Ordinance approving the Resolution No. WD-1392 establishing the rates and charges for water and sewer service to all customers, as adopted by the Board of Water Commissioners on June 21, 2018, as an Emergency Ordinance, read, and adopted as read and laid over to the next regular meeting of the City Council for final reading. (A-3)
4. Adopt the Resolution approving the FY 19 budget of the Long Beach Water Department as adopted by the Board of Water Commissioners on June 21, 2018. (A-4)
5. Adopt the Resolution amending the Master Fees and Charges Schedule for specified City services for Citywide fees and charges for the City of Long Beach. (A-5)
6. Approve the FY 19 One-Year Capital Improvement Program. (A-6)
7. Adopt a motion approving the FY 19 budget for the Long Beach Community Investment Company in the amount of \$2,936,263. (A-7)
8. Adopt a motion approving the estimated transfer of \$19,959,950 from the Harbor Revenue Fund to the Tidelands Operations Fund. (A-8)
9. Adopt the Resolution establishing the Gann Appropriations Limit (Limit) for FY 19 pursuant to Article XIII (B) of the California Constitution. (A-9)
10. Adopt a motion approving the Financial Policies as recommended by the Budget Oversight Committee on August 14, 2018. (A-10)
11. Adopt the Mayor's proposed budget recommendations to the FY 19 Proposed Budget. (A-11)
12. Adopt the Budget Oversight Committee's proposed funding recommendations, as amended, to the FY 19 Proposed Budget. (A-12)
13. Declare the Ordinance amending the Departmental Organization Ordinance read the first time and laid over to the next regular meeting of the City Council for final reading. (A-13)
14. Adopt the amended Salary Resolution for FY 19. (A-14)
15. Adopt a motion amending the proposed FY 19 budget. (A-15)
16. Declare an emergency to exist. (A-16)
17. Declare the Appropriations Ordinance for FY 19, creating and establishing the funds of the Municipal Government and appropriating money to and authorizing expenditures from said funds and for said fiscal year as an Emergency Ordinance, read, and adopted as read and laid over to the next regular meeting of the City Council for final reading. (A-17)

**FISCAL YEAR 2019 APPROPRIATIONS ORDINANCE BY FUND**  
**(Does not include Harbor, Water and Sewer Funds)**

<u>FUND</u>	<u>FY 19 PROPOSED EXPENDITURES</u>	<u>CHANGES*</u>	<u>FY 18 ESTIMATED CARRYOVER**</u>	<u>FY 19 APPROPRIATIONS</u>
GENERAL FUND	537,585,679	-	-	537,585,679
UPLAND OIL FUND	11,543,099	-	-	11,543,099
GENERAL GRANTS FUND	7,726,730	-	18,436,868	26,163,598
POLICE & FIRE PUBLIC SAFETY OIL PROD ACT FUND	3,316,412	-	-	3,316,412
HEALTH FUND	54,174,568	-	36,239,918	90,414,485
CUPA FUND	2,097,203	-	-	2,097,203
SPECIAL ADVERTISING & PROMOTION FUND	11,753,219	-	-	11,753,219
HOUSING DEVELOPMENT FUND	3,392,996	-	20,527,064	23,920,060
BELMONT SHORE PARKING METER FUND	771,512	-	-	771,512
BUSINESS ASSISTANCE FUND	711,115	-	1,561,622	2,272,737
COMMUNITY DEVELOPMENT GRANTS FUND	22,394,790	-	20,211,542	42,606,332
HOUSING AUTHORITY FUND	76,708,119	-	504,788	77,212,907
GASOLINE TAX STREET IMPROVEMENT FUND	19,913,365	-	21,829,370	41,742,735
TRANSPORTATION FUND	32,467,833	-	31,493,307	63,961,140
CAPITAL PROJECTS FUND	36,047,085	-	95,542,487	131,589,572
SUCCESSOR AGENCY OPERATIONS	45,221,592	-	21,544,584	66,766,176
CIVIC CENTER FUND	10,519,023	-	8,779,267	19,298,291
GENERAL SERVICES FUND	52,283,448	-	4,806,455	57,089,904
FLEET SERVICES FUND	61,777,136	-	1,897,425	63,674,561
INSURANCE FUND	43,245,148	(383,630)	1,445,419	44,306,937
EMPLOYEE BENEFITS FUND	314,856,193	(203)	-	314,855,989
TIDELANDS OPERATIONS FUND	76,241,062	-	85,220,328	161,461,391
TIDELANDS AREA FUNDS	41,384,740	-	16,071,680	57,456,419
TIDELANDS OIL REVENUE FUND	87,678,483	-	-	87,678,483
RESERVE FOR SUBSIDENCE	-	-	-	-
DEVELOPMENT SERVICES FUND	25,260,615	-	2,049,666	27,310,281
GAS FUND	80,590,373	12,050,000	5,750,764	98,391,137
GAS PREPAY FUND	40,902,344	-	-	40,902,344
AIRPORT FUND	49,705,731	-	44,287,430	93,993,162
REFUSE/RECYCLING FUND	50,806,873	-	136,971	50,943,844
SERRF FUND	51,702,117	-	-	51,702,117
SERRF JPA FUND	10,979,994	-	-	10,979,994
TOWING FUND	6,163,648	-	-	6,163,648
DEBT SERVICE FUND	11,228,072	-	-	11,228,072
SUCCESSOR AGENCY DEBT SERVICE	26,369,058	-	-	26,369,058
<b>TOTAL</b>	<b>1,907,519,378</b>	<b>11,666,166</b>	<b>438,336,955</b>	<b>2,357,522,499</b>

\*Please refer to the Fiscal Impact section of the City Council Letter for a description of notable changes.

\*\*Carryover of unexpended appropriations for multi-year grants and CIP funds.

**FISCAL YEAR 2019 APPROPRIATIONS ORDINANCE BY DEPARTMENT**  
**(Does not include Harbor and Water)**

<u>DEPARTMENT</u>	<u>FY 19 PROPOSED EXPENDITURES</u>	<u>CHANGES*</u>	<u>FY 18 ESTIMATED CARRYOVER**</u>	<u>FY 19 APPROPRIATIONS</u>
MAYOR AND COUNCIL	6,063,730	-	-	6,063,730
CITY ATTORNEY	11,281,034	-	-	11,281,034
CITY AUDITOR	3,177,279	-	-	3,177,279
CITY CLERK	3,483,375	-	25,612	3,508,986
CITY MANAGER	16,086,773	170,000	2,019,994	18,276,767
CITY PROSECUTOR	6,074,340	-	629,896	6,704,236
CIVIL SERVICE	2,864,732	-	-	2,864,732
AIRPORT	48,994,737	-	44,287,430	93,282,168
DISASTER PREPAREDNESS & EMERGENCY COMMUNICATIONS	12,732,532	-	2,335,955	15,068,487
DEVELOPMENT SERVICES	115,496,477	(100,400)	50,289,009	165,685,086
ECONOMIC DEVELOPMENT	21,524,996	-	15,527,945	37,052,941
FINANCIAL MANAGEMENT***	575,276,003	(326,710)	762,288	575,711,580
FIRE	126,877,832	-	2,839,919	129,717,750
HEALTH AND HUMAN SERVICES	133,433,388	-	37,538,850	170,972,238
HUMAN RESOURCES	13,012,486	(383,630)	-	12,628,856
LIBRARY SERVICES	14,838,826	-	1,455,033	16,293,859
ENERGY RESOURCES	226,816,177	12,050,000	5,750,764	244,616,940
PARKS, RECREATION AND MARINE	64,507,526	-	18,905,700	83,413,225
POLICE	258,957,589	339,000	8,024,660	267,321,250
PUBLIC WORKS	199,280,176	(82,093)	243,137,446	442,335,529
TECHNOLOGY & INNOVATION	50,889,229	-	4,806,455	55,695,684
<b>TOTAL</b>	<b>1,911,669,237</b>	<b>11,666,166</b>	<b>438,336,955</b>	<b>2,361,672,358</b>

\*Please refer to the Fiscal Impact section of the City Council Letter for a description of notable changes.

\*\*Carryover of unexpended appropriations for multi-year grants and CIP funds.

\*\*\*Department of Financial Management includes internal service charges that are contained in the resolutions of the Harbor, Water, and Sewer funds for accounting, budgeting and treasury functions, and other citywide activities such as debt service.

**FISCAL YEAR 2019 REVENUES BY FUND**  
**(Does not include Harbor, Water and Sewer Funds)**

<u>FUND</u>	<u>FY 19 PROPOSED REVENUES</u>	<u>CHANGES*</u>	<u>FY 19 PROPOSED BUDGETED REVENUES</u>
GENERAL FUND	526,659,261	-	526,659,261
UPLAND OIL FUND	12,239,561	-	12,239,561
GENERAL GRANTS FUND	7,545,574	-	7,545,574
POLICE & FIRE PUBLIC SAFETY OIL PROD ACT FUND	3,315,912	-	3,315,912
HEALTH FUND	53,642,331	-	53,642,331
SPECIAL ADVERTISING & PROMOTION FUND	11,232,337	-	11,232,337
HOUSING DEVELOPMENT FUND	3,436,465	-	3,436,465
BELMONT SHORE PARKING METER FUND	771,512	-	771,512
BUSINESS ASSISTANCE FUND	677,838	-	677,838
COMMUNITY DEVELOPMENT GRANTS FUND	21,512,651	250,000	21,762,651
GASOLINE TAX STREET IMPROVEMENT FUND	19,848,575	-	19,848,575
TRANSPORTATION FUND	30,419,555	-	30,419,555
CAPITAL PROJECTS FUND	36,545,650	-	36,545,650
CIVIC CENTER FUND	10,519,671	2,972,603	13,492,274
GENERAL SERVICES FUND	53,876,025	(223,304)	53,652,721
FLEET SERVICES FUND	45,297,411	-	45,297,411
INSURANCE FUND	45,299,855	(383,630)	44,916,225
EMPLOYEE BENEFITS FUND	314,701,184	-	314,701,184
TIDELANDS OPERATIONS FUND	72,578,515	-	72,578,515
TIDELANDS AREA FUNDS	41,426,697	-	41,426,697
TIDELANDS OIL REVENUE FUND	89,209,421	-	89,209,421
RESERVE FOR SUBSIDENCE	1,480,000	-	1,480,000
DEVELOPMENT SERVICES FUND	20,589,935	3,467,798	24,057,733
GAS FUND	90,255,725	-	90,255,725
GAS PREPAY FUND	41,475,391	-	41,475,391
AIRPORT FUND	55,611,877	-	55,611,877
REFUSE/RECYCLING FUND	46,613,633	-	46,613,633
SERRF FUND	50,166,100	-	50,166,100
SERRF JPA FUND	11,250,285	-	11,250,285
TOWING FUND	6,210,000	-	6,210,000
HOUSING AUTHORITY FUND	74,280,673	-	74,280,673
SUCCESSOR AGENCY OPERATIONS	45,448,372	-	45,448,372
CUPA FUND	1,822,140	-	1,822,140
DEBT SERVICE FUND	9,079,655	-	9,079,655
SUCCESSOR AGENCY DEBT SERVICE	30,162,041	-	30,162,041
<b>TOTAL</b>	<b>1,885,201,826</b>	<b>6,083,467</b>	<b>1,891,285,293</b>

\*Please refer to the Fiscal Impact section of the City Council Letter for a description of notable changes.

## The Long Beach Community Investment Company

LBCIC Expenditures	FY19
	BUDGET
<b>LBCIC-Owned Rental Projects</b>	
321 West 7th (Lois Apartments -- 24 units)	100,000
1044 Maine Apartments (11 units)	81,000
<i>Subtotal LBCIC-Owned Rentals</i>	<i>\$ 181,000</i>
<b>Development Projects</b>	
<b>Other</b>	
Housing Action Plan Implementation	1,654,263
<i>Subtotal Other</i>	<i>\$ 1,654,263</i>
<b>Homeownership Assistance Programs</b>	
Single Family - CalHome Reuse Fund	600,000
<i>Subtotal Homeowner Assistance</i>	<i>\$ 600,000</i>
<b>LBCIC Administration/Other</b>	
Administrative Expenditures	32,000
Project Administration (Property Mgmt/Project Dev)	332,000
Project Staff Costs	137,000
<i>Subtotal LBCIC Admin</i>	<i>\$ 501,000</i>
<b>Total LBCIC Expenditures</b>	<b>\$ 2,936,263</b>

The budget is summarized on page 519 of the Proposed Fiscal Year 2019 Budget Book

## Long Beach Community Investment Company (LBCIC)

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Established by the City Council, the Long Beach Community Investment Company (LBCIC) oversees the delivery of housing and neighborhood revitalization services. The Housing Services Division in the Development Services Department staffs the LBCIC. Annually, the LBCIC prepares its housing budget for approval by the City Council. The LBCIC's budget is a subset of the entire Housing Development Fund (SR 135). Now that the Successor Agency has repaid the funds it borrowed from the Low- and Moderate-Income Housing Fund, the LBCIC is receiving 20 percent of the former tax increment the Successor Agency repays the City for past loans. The first three payments, totaling \$2,257,820, were deposited in FY 16, FY 17, and FY18 with the balance expected to be repaid as of 2020. The LBCIC's FY 19 budget is \$2,936,263.

<b>LBCIC Expenditures</b>	<b>Budget</b>
Operation of LBCIC-owned properties (321 W. 7 <sup>th</sup> Street and 1044 Maine Avenue)	181,000
Other (Housing Action Plan Implementation)	1,654,263
Home Ownership Assistance (Mortgage and Rehabilitation Assistance)	600,000
Administration	501,000
<b>Total</b>	<b>\$2,936,263</b>