



# CITY OF LONG BEACH

# ORD-48

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard • Long Beach, CA 90802

April 18, 2006

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Declare ordinance amending Long Beach Municipal Code Section 16.08.990, relating to marina refunds, read the first time and laid over to the next regular meeting of the City Council for final reading. (Citywide)

## DISCUSSION

Pursuant to your request of December 13, 2005, the City Attorney's office prepared the above-described ordinance, which is submitted for your consideration. The object of the December 13, 2005 action by the City Council was to provide greater consistency in the City's refund processes. On February 14, 2006, an ordinance was first read that implemented the December 13, 2005 request except for refunds under Section 16.080.990, which deals with Marina refunds. The original review of the Municipal Code inadvertently overlooked Section 16.080.990. Adopting this ordinance will bring the City closer to the goal of a standard refund process. The proposed ordinance would change the following limits:

- A. Refunds of \$1,000 or less require approval of the department head in accordance with conditions imposed by the City Manager.
- B. Refunds greater than \$1,000 and less than \$10,000 require approval by the department head and the City Attorney's Office.
- C. Refunds in excess of \$10,000 require City Council approval.

This matter was reviewed by Senior Deputy City Attorney Donna F. Gwin on March 29, 2006 and Budget Management Officer David Wodynski on April 4, 2006.

## TIMING CONSIDERATIONS

City Council action is requested on April 18, 2006 to conform all the City's refunds processes to a Citywide standard.

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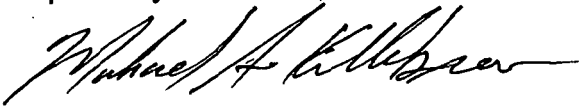
FISCAL IMPACT

Refunds are generally issued for deposits on payments made for which a service has not been rendered. Therefore, there is no net fiscal impact for refunds.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



MICHAEL A. KILLEBREW  
DIRECTOR OF FINANCIAL MANAGEMENT

MAK:RB:W  
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ATTACHMENTS

APPROVED:



GERALD R. MILLER  
CITY MANAGER