



# CITY OF LONG BEACH

# BH-1

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard 6<sup>th</sup> Floor • Long Beach, CA 90802 • (562) 570-6425 • Fax (562) 570-5836

September 2, 2014

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Receive and discuss proposed Fiscal Year 2015 budgets for the following departments: Harbor Department and Financial Management Department; and

Receive supporting documentation into the record, conclude the public hearing and take the actions necessary to adopt the Fiscal Year 2015 budget as listed in Attachment A of this letter. (Citywide)

## DISCUSSION

On July 22, 2014, the City Manager's Proposed Budget for Fiscal Year 2015 (FY 15) was delivered by Mayor Garcia to the City Council and community with recommended amendments for consideration. Budget meetings were set for March 11, July 22, August 5, August 12, August 19, September 2, September 9, along with six Budget Oversight Committee (BOC) meetings, and ten community meetings at which the FY 15 Proposed Budget was discussed. We are pleased to report that through the scheduled hearings, BOC and community meetings, presentations have been made by multiple City departments resulting in 23 separate opportunities for public feedback, deliberation and input.

At the conclusion of the hearings, 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 15 Proposed Budget, updated estimates of revenue and expense, which primarily address technical corrections, are listed by fund and department in Attachments B and C to this letter, respectively.

The Appropriations Ordinance officially adopts the FY 15 budget and authorizes expenditures in conformance with the adopted budget. To become effective October 1, 2014, this Ordinance must include a finding of emergency. Specific resolutions provide for approval of the budgets for the Harbor, Sewer, and Water funds, which are not in the Appropriations Ordinance and certain fee adjustments. There will be motions that request approvals for the following: the FY 15 Capital Improvement Program; the Mayor's Recommendations; the Budget Oversight Committee's Recommendations; the Departmental Organization Ordinance; and the Salary Resolution for the FY 15 Proposed Budget.

This matter was reviewed by City Attorney Charles Parkin on August 19, 2014.

### TIMING CONSIDERATIONS

In accordance with the Long Beach City Charter, the FY 15 budget must be adopted by September 15, 2014. Should the City Council fail to adopt the budget by that date, the City Manager's FY 15 Proposed Budget shall be deemed the budget for the 2015 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, 2014, to override veto action by the Mayor with a two-thirds supermajority vote.

### 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 FY 15 budget for all departments and funds is \$3,322,069,507, which comprises \$3,006,466,116 in new appropriation and \$315,603,391 in estimated carry-over from FY 14 for multi-year grants and projects.

The Appropriations Ordinance, included as Attachment A-16 to this letter, totals \$2,340,204,053 for all funds except Harbor, Sewer, and Water, and \$2,345,806,321 for all departments except Harbor and Water. The \$5,602,268 difference between funds and departments in the Appropriations Ordinance is due to general City indirect costs budgeted in the Department of Financial Management 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 fund budgets are in separate City Council resolutions included as Attachment A-1 and A-4 to this letter, respectively, and total \$981,789,527. The Board of Harbor Commissioners adopted the budget for the Harbor Department by minute order on July 14, 2014. The Board of Water Commissioners adopted the budget for the Water Department by resolution on June 19, 2014.

User fees and charges in the Master Fee and Charges Schedule Attachment A-5 have been adjusted due to changes in service and other factors. For details regarding these proposed new fees, deletions and adjustments, please see the List of Proposed Fee Adjustments for FY 15 that has been incorporated as Exhibit C to the Master Fee and Charges Resolution.

Other requested City Council actions include approval of the FY 15 One-Year Capital Improvement Program (CIP) budget, included in Attachment A-6, which is contained in the Appropriations Ordinance. The Planning Commission, at its meeting of August 21, 2014, approved the CIP for FY 15 for conformance with the General Plan.

The City Council is also requested to adopt the 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 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 guards against overspending proceeds of taxes. Only those revenues which 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 42.13 percent of the 2014-2015 Appropriations Limit and, therefore, does not exceed the Limit. This calculation is reviewed by the City Auditor for conformance to the law.

A motion to amend the Departmental Organization Ordinance, included as Attachment A-12, is also being requested. This amendment incorporates changes to departments, bureaus, and divisions for FY 15. These organizational changes are necessary to implement changes reflected in the Proposed FY 15 budget. (A redline version is also provided). The Salary Resolution, included as Attachment A-13, is also included for adoption.

After the City Manager delivered the FY 15 Proposed Budget to the Mayor, technical adjustments in nature were made to the budget. These changes are generally not substantial and are disclosed in Attachment B and C of this letter. Since the release of the FY 15 Proposed Budget, a few noteworthy changes have occurred. The Police Department and the Harbor Department finalized the Port Security Unit MOU for FY 15 and it increased the sworn staffing by one Sergeant position. Along with the two Sworn positions added through the Long Beach Transit contract earlier in the process, this results in a total sworn staffing increase of three FTEs, from 803 FTEs in FY 14 to 806 FTEs in FY 15. The second change relates to the non-structural appropriation in the General Fund in the Citywide Activities Department representing the transfer of one-time GEMT funds to Fleet for the replacement of five fire engines/pumpers. On July 1, 2014, the City Council redirected \$517,000 of these funds to the Capital Projects Fund for sidewalks. The original one-time transfer of \$2.8 million was reduced to \$2.3 million, which will now fund four fire engine/pumpers. In FY 15, the Human Resources Department is proposing several organizational changes to better reflect the structure and functions of its operation. The changes are detailed in the FY 15 Organizational Ordinance. The remaining changes were minor technical adjustments made to various funds and departments.

HONORABLE MAYOR AND CITY COUNCIL  
September 2, 2014  
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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

JG/LE/RAG  
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ATTACHMENTS

APPROVED:



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PATRICK H. WEST  
CITY MANAGER

**List of Requested Fiscal Year 2015 Budget Adoption Actions**

1. Adopt the Resolution approving the FY 15 budget for the Long Beach Harbor Department as adopted by the Board of Harbor Commissioners on July 14, 2014. (A-1)
2. Declare an emergency to exist. (A-2)
3. Declare the Ordinance approving the Resolution No. WD-1326 establishing the rates and charges for water and sewer service to all customers, as adopted by the Board of Water Commissioners on June 19, 2014, 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 15 budget of the Long Beach Water Department as adopted by the Board of Water Commissioners on June 19, 2014. (A-4)
5. Adopt the Resolution amending the Master Fee and Charges Schedule for specified City services for Citywide fees and charges for the City of Long Beach. (A-5)
6. Approve the FY 15 One-Year Capital Improvement Program. (A-6)
7. Adopt a motion approving the FY 15 budget for the Long Beach Community Investment Company (formerly known as the Long Beach Housing Development Company) in the amount of \$9,290,777. (A-7)
8. Adopt a motion approving the estimated transfer of \$17,300,000 from the Harbor Revenue Fund to the Tidelands Operating Fund. (A-8)
9. Adopt the Resolution establishing the "Gann Appropriations Limit" (Limit) for FY 15 pursuant to Article XIII (B) of the California Constitution. (A-9)
10. Adopt the Mayor's proposed budget recommendations, as amended, to the FY 15 Proposed Budget. (A-10)
11. Adopt the Budget Oversight Committee's proposed funding recommendations, as amended, to the FY 15 Proposed Budget. (A-11)
12. 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-12)
13. Adopt the amended Salary Resolution for FY 15. (A-13)
14. Adopt a motion amending the proposed FY 15 budget. (A-14)
15. Declare an emergency to exist. (A-15)
16. Declare the Appropriations Ordinance for FY 15, 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-16)

**FISCAL YEAR 2015 APPROPRIATIONS ORDINANCE BY FUND**  
**(Does not include Harbor, Water and Sewer Funds)**

<u>FUND</u>	<u>FY 15 PROPOSED EXPENDITURES</u>	<u>CHANGES</u>	<u>FY 14 ESTIMATED CARRYOVER*</u>	<u>FY 15 APPROPRIATIONS</u>
GENERAL FUND	417,836,232	(551,475)	-	417,284,757
UPLAND OIL FUND	36,015,702	164,174	-	36,179,876
GENERAL GRANTS FUND	8,812,460	(13,437)	8,759,078	17,558,100
POLICE & FIRE PUBLIC SAFETY OIL PROD ACT FUND	4,433,161	-	-	4,433,161
HEALTH FUND	39,482,210	-	30,266,730	69,748,940
PARKING & BUSINESS AREA IMPROVEMENT FUND	7,142,408	-	-	7,142,408
SPECIAL ADVERTISING & PROMOTION FUND	6,062,804	-	-	6,062,804
HOUSING DEVELOPMENT FUND	10,713,202	-	9,717,315	20,430,517
BELMONT SHORE PARKING METER FUND	656,145	-	-	656,145
BUSINESS ASSISTANCE FUND	650,119	-	1,609,518	2,259,637
COMMUNITY DEVELOPMENT GRANTS FUND	21,051,815	-	18,617,913	39,669,727
GASOLINE TAX STREET IMPROVEMENT FUND	15,605,973	-	29,736,462	45,342,435
TRANSPORTATION FUND	20,851,962	-	10,856,163	31,708,125
CAPITAL PROJECTS FUND	12,478,624	-	51,229,329	63,707,952
CIVIC CENTER FUND	10,195,588	-	1,454,735	11,650,323
GENERAL SERVICES FUND	51,318,524	-	13,401,723	64,720,248
FLEET SERVICES FUND	34,483,667	-	1,931,667	36,415,334
INSURANCE FUND	42,042,245	-	139,683	42,181,927
EMPLOYEE BENEFITS FUND	232,706,625	-	-	232,706,625
TIDELANDS FUNDS	148,678,871	(6,244)	76,380,468	225,053,096
TIDELAND OIL REVENUE FUND	417,816,112	-	-	417,816,112
RESERVE FOR SUBSIDENCE	-	-	-	-
DEVELOPMENT SERVICES FUND	18,153,507	-	1,323,586	19,477,093
GAS FUND	106,368,549	-	8,692,923	115,061,472
GAS PREPAY FUND	39,128,641	-	-	39,128,641
AIRPORT FUND	43,017,760	-	22,092,203	65,109,962
REFUSE/RECYCLING FUND	45,361,815	-	494,261	45,856,075
SERRF FUND	51,224,403	-	-	51,224,403
SERRF JPA FUND	11,218,558	-	-	11,218,558
TOWING FUND	7,160,349	-	-	7,160,349
HOUSING AUTHORITY FUND	77,074,605	-	-	77,074,605
SUCCESSOR AGENCY	75,610,411	-	28,891,812	104,502,223
CUPA FUND	1,692,365	-	7,822	1,700,187
DEBT SERVICE FUND	9,962,233	-	-	9,962,233
<b>TOTAL</b>	<b>2,025,007,644</b>	<b>(406,982)</b>	<b>315,603,391</b>	<b>2,340,204,053</b>

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

**FISCAL YEAR 2015 APPROPRIATIONS ORDINANCE BY DEPARTMENT**  
**(Does not include Harbor and Water)**

<u>DEPARTMENT</u>	<u>FY 15 PROPOSED EXPENDITURES</u>	<u>CHANGES</u>	<u>FY 14 ESTIMATED CARRYOVER*</u>	<u>FY 15 APPROPRIATIONS</u>
MAYOR AND COUNCIL	4,747,735	-	-	4,747,735
CITY ATTORNEY	9,463,005	-	-	9,463,005
CITY AUDITOR	2,970,581	-	-	2,970,581
CITY CLERK	2,620,378	-	-	2,620,378
CITY MANAGER	59,883,349	22,324	61,195,866	121,101,539
CITY PROSECUTOR	4,779,147	-	60,507	4,839,654
CIVIL SERVICE	2,174,093	-	-	2,174,093
AIRPORT	42,122,257	-	22,092,203	64,214,459
DISASTER PREPAREDNESS & EMERGENCY COMMUNICATIONS	1,441,814	-	533,158	1,974,973
DEVELOPMENT SERVICES	117,602,816	-	54,156,195	171,759,011
FINANCIAL MANAGEMENT**/**	476,302,341	(1,884,101)	1,170,499	475,588,739
FIRE	97,542,076	-	910,949	98,453,025
HEALTH AND HUMAN SERVICES	117,233,226	-	30,855,537	148,088,763
HUMAN RESOURCES	20,973,051	-	4,909,004	25,882,055
LIBRARY SERVICES	14,392,795	-	-	14,392,795
LONG BEACH GAS AND OIL	600,189,937	164,174	8,697,375	609,051,486
PARKS, RECREATION AND MARINE	54,122,709	-	10,671,911	64,794,620
POLICE	208,935,992	(432,068)	3,376,417	211,880,341
PUBLIC WORKS	145,519,936	346,274	103,572,045	249,438,255
TECHNOLOGY SERVICES	48,969,089	-	13,401,725	62,370,814
<b>TOTAL</b>	<b>2,031,986,327</b>	<b>(1,783,397)</b>	<b>315,603,391</b>	<b>2,345,806,321</b>

\*Carryover of 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.

\*\*\*Part of the Changes column includes the shifting of the ERP system budget from the Citywide Allocations Department (XI) to the Water Department, whose numbers are not included in Attachment C.

Exhibit A

as of 1:28 PM

FISCAL YEAR 2015 APPROPRIATIONS ORDINANCE BY FUND

FUND	FY 15 NEW ALLOCATION	FY 14 ESTIMATED CARRYOVER*	FY 15 APPROPRIATION
GENERAL FUND	417,284,757	-	417,284,757
UPLAND OIL FUND	36,179,876	-	36,179,876
GENERAL GRANTS FUND	8,799,023	8,759,078	17,558,100
POLICE & FIRE PUBLIC SAFETY OIL PROD ACT FUND	4,433,161	-	4,433,161
HEALTH FUND	39,482,210	30,266,730	69,748,940
PARKING & BUSINESS AREA IMPROVEMENT FUND	7,142,408	-	7,142,408
SPECIAL ADVERTISING & PROMOTION FUND	6,062,804	-	6,062,804
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BELMONT SHORE PARKING METER FUND	656,145	-	656,145
BUSINESS ASSISTANCE FUND	650,119	1,609,518	2,259,637
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GENERAL SERVICES FUND	51,318,524	13,401,723	64,720,248
FLEET SERVICES FUND	34,483,667	1,931,667	36,415,334
INSURANCE FUND	42,042,245	139,683	42,181,927
EMPLOYEE BENEFITS FUND	232,706,625	-	232,706,625
TIDELANDS FUNDS	148,672,627	76,380,468	225,053,096
TIDELAND OIL REVENUE FUND	417,816,112	-	417,816,112
RESERVE FOR SUBSIDENCE	-	-	-
DEVELOPMENT SERVICES FUND	18,153,507	1,323,586	19,477,093
GAS FUND	106,368,549	8,692,923	115,061,472
GAS PREPAY FUND	39,128,641	-	39,128,641
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SERRF JPA FUND	11,218,558	-	11,218,558
TOWING FUND	7,160,349	-	7,160,349
HOUSING AUTHORITY FUND	77,074,605	-	77,074,605
SUCCESSOR AGENCY	75,610,411	28,891,812	104,502,223
CUPA FUND	1,692,365	7,822	1,700,187
DEBT SERVICE FUND	9,962,233	-	9,962,233
<b>TOTAL</b>	<b>2,024,600,662</b>	<b>315,603,391</b>	<b>2,340,204,053</b>

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



## FISCAL YEAR 2015 APPROPRIATIONS ORDINANCE BY DEPARTMENT

DEPARTMENT	FY 15 NEW ALLOCATION	FY 14 ESTIMATED CARRYOVER*	FY 15 APPROPRIATION
MAYOR AND COUNCIL	4,747,735	-	4,747,735
CITY ATTORNEY	9,463,005	-	9,463,005
CITY AUDITOR	2,970,581	-	2,970,581
CITY CLERK	2,620,378	-	2,620,378
CITY MANAGER	59,905,673	61,195,866	121,101,539
CITY PROSECUTOR	4,779,147	60,507	4,839,654
CIVIL SERVICE	2,174,093	-	2,174,093
AIRPORT	42,122,257	22,092,203	64,214,459
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DEVELOPMENT SERVICES	117,602,816	54,156,195	171,759,011
FINANCIAL MANAGEMENT**	474,418,240	1,170,499	475,588,739
FIRE	97,542,076	910,949	98,453,025
HEALTH AND HUMAN SERVICES	117,233,226	30,855,537	148,088,763
HUMAN RESOURCES	20,973,051	4,909,004	25,882,055
LIBRARY SERVICES	14,392,795	-	14,392,795
LONG BEACH GAS AND OIL	600,354,111	8,697,375	609,051,486
PARKS, RECREATION AND MARINE	54,122,709	10,671,911	64,794,620
POLICE	145,866,210	103,572,045	249,438,255
PUBLIC WORKS	208,503,924	3,376,417	211,880,341
TECHNOLOGY SERVICES	48,969,089	13,401,725	62,370,814
<b>TOTAL</b>	<b>2,030,202,930</b>	<b>315,603,391</b>	<b>2,345,806,321</b>

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

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

**Please refer to page 131 of the  
Proposed Fiscal Year 2015 Budget Book**

LBCIC Expenditures	Fiscal Year 2013-2014		FY 15 Budget
	Adjusted Budget	ETC	
LBCIC-Owned Rental Projects:			
• 321 West 7 <sup>th</sup> St. (Lois Apts)	\$ 78,000	\$ 36,140	\$ 78,000
• 1440 Maine		\$ 8,198	\$ 32,793
Subtotal LBCIC-Owned Rentals	\$ 78,000	\$ 44,338	\$ 110,793
Housing Action Plan Implementation			\$ 8,848,000
LBCIC Administration/Other:			
• Administrative Expenditures	\$ 10,000	\$ 10,000	\$ 10,000
• Project Administration (Property Management)		\$ 277,600	\$ 321,984
• Project Staff Costs		\$ 44,384	
Subtotal LBCIC Administration/Other	\$ 10,000	\$ 331,984	\$ 331,984
<b>Total LBCIC Expenditure</b>	<b>\$ 88,000</b>	<b>\$ 376,322</b>	<b>\$ 9,290,777</b>

# Housing and Community Improvement Bureau

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**Key Services:**

**1. Redevelopment Dissolution**

- Complete Development Projects
- Complete Public Improvement Projects
- Due Diligence Review
- Prepare ROPS
- Long-range Property Management Plan
- Housing Asset Transfer
- Manage Properties
- Administer EDA Revolving Loan Fund & Grow America Fund
- Support Successor Agency and Oversight Board
- Public Information and Education

**2. Housing Operations**

- Rehabilitation Loans
- Homebuyer Assistance
- Developer Assistance
- HSA project completion

- Contract Management and Payments
- Loan & Covenant Monitoring
- Property Management
- LBCIC Administration and Board Support
- Public Information and Education

**3. Administration**

- Fund Management
- Contract Management and Payments
- Budget Preparation
- Year-end Close
- Annual City Audits
- Granting Agency Audits (HUD)
- PRA Responses
- Legislative Monitoring and Conformance
- Advocacy
- Annual Welfare Exemptions

**FY 15 Funding Sources:** Successor Agency Fund 88%, Housing Development Fund 12%, Business Assistance Fund 1%

Housing and Community Improvement	Actual FY 13	Adjusted FY 14	Proposed* FY 15
Revenues	107,028,381	70,251,815	88,080,489
Expenditures	111,966,299	68,503,048	86,702,451
FTEs	27.16	13.70	12.00

\*Amounts exclude all-years carryover.

**Narrative:**

In June 2011 California's governor approved AB1x26, also known as the Redevelopment Dissolution Act, which eliminated redevelopment agencies across the state, effective February 1, 2012. The dissolution resulted in the cancellation or postponement of several Redevelopment and Housing projects, as well as the permanent loss of future tax increment funding to carryout the former Redevelopment Agency's blight removal programs, including the production and preservation of housing affordable for low- to moderate-income families. Follow-up legislation contained in AB 1484 provides for the repayment of certain former Redevelopment Agency debt to the Housing Fund over several years, which will provide the opportunity to develop additional affordable housing units.

Staff continues to complete the former Redevelopment and Housing Bureaus' projects and programs underway at the time of the dissolution. These projects include: the construction of the North Library; the Pine Avenue streetscape improvements from Seaside Way to Anaheim; the rehabilitation of the Belwood Apartments available to low-income families and the construction of the Ramona Park Apartments available to low-income seniors in North Long Beach; and in partnership with Habitat for Humanity, the construction/rehabilitation of three single-family homes in Central Long Beach for sale to low-income households. As new funding sources are secured, the Bureau anticipates moving forward with additional blight removal projects and programs, as well as the production of additional affordable

## **Housing and Community Improvement Bureau**

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housing. State and federally funded programs aimed at improving the existing housing stock—Neighborhood Stabilization, Single- and Multi-Family Housing Rehabilitation, and Second Mortgage Assistance Programs—continue to be implemented.

The Bureau's FY 15 programs will be funded primarily through property tax funds (formerly tax increment), carryover funds from prior years, Housing Fund loan repayments, as well as federal HOME (budgeted with the Department's other federal grants in the Neighborhood Services Bureau), and CalHome Grant funds. The County Auditor-Controller will bi-annually allocate property tax revenues to the City based on funds required to complete projects in progress at the time of the dissolution, until all projects have been completed; carryover balances will continue to fund projects and programs for which they were earmarked.