



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard, 6th Floor ♦ Long Beach, CA 90802

August 5, 2008

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Approve the Fiscal Year 2008 third quarter departmental and fund budget appropriation adjustments in accordance with existing City Council policy (Citywide)

DISCUSSION

On September 11, 2007, the City Council adopted the Appropriations Ordinance governing the City's Adopted Budget for Fiscal Year 2008 (FY 08). Periodically, changes in revenue or operating conditions require appropriation adjustments. For example, in certain cases these adjustments enable departments to expend recently awarded grant revenue for which there is no existing appropriation. In addition, changes for multi-year grants/projects are necessary to bring appropriations in line with final grant/project award amounts. In accordance with the City's practice, these adjustments are presented quarterly to the City Council for consideration. Please see Attachment A for a Fund Balance Analysis of impacted City funds and Attachment B for a recap of FY 08 General Fund Budget Adjustments.

This letter was reviewed by Assistant City Attorney Heather A. Mahood on July 14, 2008.

TIMING CONSIDERATIONS

The following requests for adjustments to FY 08 departmental and fund appropriations are necessary to reflect changes in operating conditions. City Council action is requested on August 5, 2008 to enable the timely processing of payments.

FISCAL IMPACT

Community Development

On April 16, 2008, the Long Beach Housing Development Company Board of Directors approved a loan in an amount not to exceed \$9,886,000 to Meta Housing Corporation to provide gap financing for the development of a 46-unit mixed-income rental project at 2355-2375 Long Beach Boulevard. An appropriation increase is requested to provide this financing. There is no impact to the General Fund.

- Increase appropriations in the Housing Development Fund (SR 135) in the Department of Community Development (CD) by \$9,886,000.

The Redevelopment Agency Board has approved and/or authorized the Executive Director to:

- Enter into Purchase and Sales Agreements and all other related documents, in the amount of \$4,546,500 to complete the purchase of properties on Atlantic Avenue located between 56th and 59th streets, and on Long Beach Boulevard within the Virginia Village historic core, which is a neighborhood-oriented retail commercial node. The properties on Atlantic Avenue have been identified in the North Long Beach Strategic Guide for Redevelopment for new development related to the creation of a strong Village Center in North Long Beach. The properties on Long Beach Boulevard will be used for public parking or commercial use.
- Approve a contract with Beverly Prior Architects, in the amount of \$1,065,000, to determine the specifications and requirements for architectural design services for a new Fire Station 12 and a Disaster Resource building, located on Artesia Boulevard on a 1.2-acre parcel.
- Allocate funding in the amount not to exceed \$450,000 for design and construction drawings for the public facilities at Scherer Park, and \$150,000 for the conceptual design of public facilities in Houghton Park.

Revenues to be generated from tax increment and tax-exempt bond proceeds will offset appropriation increases requested above. There is no impact to the General Fund.

- Increase appropriations in the Redevelopment Fund (RD 230) in the Department of Community Development (CD) by \$6,211,500.

Library

The Long Beach Public Library Foundation and the Friends of the Long Beach Public Library, both nonprofit organizations, have provided donations to the Library Services Department totaling \$165,500 for the purchase of books and material resources. A budget adjustment is required to allow the Department to expend these funds. There will be no impact to the General Fund.

- Increase appropriations in the General Grants Fund (SR 120) in the Department of Library Services (LS) by \$165,500.

Gas and Oil

On June 13, 2008, the average price of crude oil posted in the Midway Sunset and Huntington Beach fields by Chevron, Exxon Mobil, Shell and Union 76 was \$122.23 per barrel. In May 2008, Wilmington oil prices have averaged \$114.99 per barrel yielding a fiscal year-to-date average of \$90.40 per barrel. The current budget is based upon an annual average of \$85 per barrel.

This trend results in increases to expenditures, most notably the payment to the State, the transfer to the Tidelands Operating Fund (TOF) and transfer to the General Fund. The Department will use \$110 per barrel as the basis for estimating the remaining revenue received in the fiscal year, with an annual average oil price of \$96.94 per barrel. At this rate, the Tidelands Oil Revenue Fund (TORF) and the Upland Fund will need additional appropriations in the amount of \$85,690,120 and

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\$2,743,763, respectively. These increases in appropriations include the increase in the payments to the State by \$80,293,231 as well as the increases in the transfer to TOF by \$5,287,756 and the transfer to the General Fund by \$3,569,764.

(in millions)	TORF	Upland Oil Fund
Increase Payment to the State	\$80.30	-
Increase Transfer to TOF	\$5.29	-
Increase Transfer to General Fund	-	3.57
Increase/Decrease in Unit Expenses	\$0.11	(0.07)
Decrease in Misc Expenses	-	(0.76)
Total	\$85.7	\$2.7

- Increase appropriations in the Tidelands Oil Revenue Fund (NX 420) in the Department of Gas & Oil (OP) by \$85,690,120.
- Increase appropriations in the Upland Oil Fund (SR 134) in the Department of Gas and Oil (OP) by \$2,743,763.

Health

On February 12, 2008, the City Council added Chapter 5.81 to the City of Long Beach Municipal Code to create the Tobacco Retail Enforcement Program to discourage the sale of tobacco products to minors and protect the health and safety of children and youth. Effective May 1, 2008 anyone who sells tobacco or tobacco products in Long Beach must apply for an annual City of Long Beach Tobacco Retail Permit. The City permit is \$442 per year for each tobacco location and must be renewed annually. The estimated number of tobacco retailers in the City is 1,000, making the annual budget \$442,000. This new fee was included in the 2nd quarter fee resolution and was approved by City Council on April 22, 2008. The Department is requesting budget for expenditures for the remainder of the fiscal year.

- Increase appropriations in the Health Fund (SR 130) in the Department of Health and Human Services (HE) by \$245,000.

On December 11, 2007, City Council approved an agreement with the State of California Department of Health Services for a State funded STD Community Intervention Program (SCIP) and the Disease Investigation and Surveillance (DIS) program. The Health and Human Services Department was recently notified of an additional \$90,000 available to cover additional program goals and now needs to be appropriated.

- Increase appropriations in the Health Fund (SR 130) in the Department of Health and Human Services (HE) by \$90,000.

Parks, Recreation and Marine

On August 14, 2007, City Council accepted \$235,000 from the Port of Long Beach for a portion of the costs of conducting an environmental assessment of the Colorado Lagoon Restoration Project. This budget adjustment appropriates the funding for FY 08 so that the Department can enter into an

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agreement with LSA Associates, Inc. for the environmental assessment. There is no net impact to the General Fund.

- Increase appropriations in the Capital Projects Fund (CP) in the Department of Parks, Recreation and Marine (PR) by \$235,000.

On July 5, 2005, City Council authorized the purchase of a 2.99-acre section of the former Pacific Electric Right-of-Way extending from Orange Ave. to Walnut Ave. for the Pacific Electric Right-of-Way Bike Trail Project at the cost of \$2,416,000 in the Capital Projects Fund. This budget adjustment appropriates the funding for FY 08 in order to complete the purchase. There is no net impact to the General Fund.

- Increase appropriations in the Capital Projects Fund (CP) in the Department of Parks, Recreation and Marine (PR) by \$2,416,000.

Police

The Police Department will receive \$26,770 from the California Department of Corrections to fund training for the Long Beach City Jail staff under its Standards and Training for Corrections Program. This revenue will offset expense for the required training hours for Jail management staff.

- Increase appropriations in the General Fund (GP) in the Police Department (PD) by \$26,770.

The Police Department has received \$10,740 in reimbursement from Los Angeles County for Proposition 69, the DNA Fingerprint Unsolved Crime and Innocence Protection Act. The reimbursement is for DNA samples taken from prisoners booked into Long Beach City Jail which are then submitted to the County and results of which are entered into the State's DNA Offender Tracking System (DOTS). This appropriation increase will offset the licensing and certification costs required for the Jail staff to access the DOTS system.

- Increase appropriations in the General Fund (GP) in the Police Department (PD) by \$10,740.

Public Works

Dock 9, located in Shoreline Village adjacent to Parker's Lighthouse restaurant, services the Aqua Bus water taxi operated by Long Beach Transit. Boarding from the dock is physically difficult because of the height difference between the dock and the boarding area of the vessel. Proposition A funding designated for mass transit services and facilities in the amount of \$50,000 will allow modifications to the existing ramp to provide safe embarkation and disembarkation for Aqua Bus passengers.

- Increase appropriations in the Transportation Fund (SR 182) in the Department of Public Works (PW) by \$50,000.

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Due to the popularity of the Dog Beach and Recreation Park Dog Park, combined with the growing demand from downtown residents, the Department of Parks, Recreation and Marine has designed a dog park of approximately 0.7 acres within Lincoln Park, located in the downtown Civic Center complex. The design includes a decorative security fence surrounding the area for dogs, benches, drinking fountains and an independent lighting system. A budget adjustment is necessary to cover the cost of the new dog park.

- Increase appropriations in the Civic Center Fund (IS 380) in the Department of Public Works (PW) by \$65,000.

Councilmember Gary DeLong has agreed to provide \$25,000 in funding from his FY 08 Council Office budget to the Public Works Sidewalk Program to repair and replace additional portions of sidewalk within the Third District. A budget adjustment is necessary to transfer the funds to the Capital Improvement Program.

- Decrease appropriations in the General Fund (GP) in the Legislative Department (LD) by \$25,000.
- Increase appropriations in the General Fund (GP) in the Citywide Activities Department (XC) by \$25,000.
- Increase appropriations in the Capital Projects Fund (CP) in the Department of Public Works (PW) by \$25,000.

Tidelands

As a result of an increase in projected oil revenues and prior year cost savings, a number of deferred capital projects and operational enhancements totaling \$575,000 are recommended in the Tidelands Operating Funds (TF).

The restroom at Marine Stadium is old and inadequate for the needs of the location including the many special events that take place there. It will be replaced with a pre-fabricated restroom unit and new plumbing for \$300,000.

Several beach site refurbishment projects are planned to enhance well-used areas along the beachfront, including sand for beach volleyball courts for \$95,000; a shade cover for the amphitheatre area of Rainbow Harbor for \$75,000; and temporary docks for downtown City-sponsored events for \$30,000.

The Alamitos Bay Circulation Study findings showed that when power plant pumps are off or operating at low velocity, the resulting water quality is poor, due in part to the low circulation in the area. AES Alamitos L.L.C (AES) owns and operates circulation pumps which are normally operated on a Monday through Friday schedule to help control water quality in Alamitos Bay Marina. In an effort to improve water quality in the area, the purchase of weekend pumping services from AES is recommended on an as requested basis at an annual cost of up to \$75,000.

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- Increase appropriations in the Tidelands Operating Fund (TF) in the Department of Parks, Recreation and Marine (PR) by \$575,000.

In anticipation of increased crowds at the beaches and marinas during the summer months, the Police Department has assigned additional presence to the beach areas and Rainbow Harbor, at an estimated cost of \$150,000.

- Increase appropriations in the Tidelands Operating Fund (TF) in the Police Department (PD) by \$150,000.

Technology Services

Various City Departments have requested video production services and installation of new telephone technology, which are currently unbudgeted. These new agreements require additional expenditures that will be offset by revenue from the receiving departments.

- Increase appropriations in the General Services Fund (IS 385) and in the Department of Technology Services (TS) by \$41,244.

On November 13, 2007 the City Council authorized the City Manager to receive and expend Department of Homeland Security grant funding for the 2006 Urban Area Security Initiative (UASI) grant at an amount not to exceed \$6,367,040. The State has recently approved the transfer of \$200,000 in 2006 UASI funding, previously approved Health Department Information Exchange Network project, to the Police Department for the purchase of additional radio equipment. In order to expend the funds by the grant deadline, an appropriation shift is needed from the Department of Health and Human Services to the Technology Services Department.

- Increase appropriations in the General Grant Fund (SR 120) in the Department of Technology Services (TS) by \$200,000.
- Decrease appropriations in the General Grants Fund (SR 120) in the Department of Health and Human Services by \$200,000.

Citywide

The City is a designated recipient of Proposition A Local Return funds from the Metropolitan Transportation Authority (Metro). These funds are designated solely for public transit purposes, for which the City and Long Beach Transit are currently in a Nine-Year Operating Agreement. Under the terms of the Agreement, the City forwards to Long Beach Transit up to 70 percent of the Proposition A funds that are received. Current appropriations of \$4,964,000 are insufficient to fund the estimated FY 08 transfer to Long Beach Transit of \$5,558,823.

- Increase appropriations in the Transportation Fund (SR) in the Citywide Activities Department (XC) by \$594,823.

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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,


LORI ANN FARRELL
DIRECTOR OF FINANCIAL MANAGEMENT/CFO

APPROVED:


for _____
PATRICK H. WEST
CITY MANAGER

LAF:DW:JC
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ATTACHMENTS

Effect of 3rd Quarter Budget Adjustments on Fund Balance

	<u>Budgeted Expenditure</u>	<u>Budgeted Revenue</u>	<u>Budgeted Fund Balance</u>
General Fund (GP)			
Beginning Fund Balance (Per Adopted Budget)			\$ 220,060
<i>Does not include the \$36.1 million Emergency Fund Balance Reserve</i>			
Unreserving/(Reserving) of Restricted Fund Balance			1,091,345
FY 08 Adopted Budget	391,949,944	392,627,821	677,877
City Council Approved Adjustments to Date	5,527,521	5,156,378	(371,142)
Proposed 3rd Quarter Adjustments:			
Jail Staff Training Grant	26,770	26,770	-
DNA Offender Tracking System Costs	10,740	10,740	-
Adjusted Budget Including 3rd Quarter Adjustments	\$ 397,514,975	\$ 397,821,709	\$ 1,618,139
Capital Projects (CP)			
Beginning Fund Balance (Per Adopted Budget)			\$ 33,332,431
Unreserving/(Reserving) of Restricted Fund Balance			1,668,485
FY 08 Adopted Budget	10,762,824	9,778,000	(984,824)
Estimated All-years Carryover Budget	43,454,091	24,741,622	(18,712,469)
All-Years Carryover Budget Adjustments	33,750,652	4,249,628	(29,501,024)
City Council Approved Adjustments to Date	1,477,400	1,477,400	-
Proposed 3rd Quarter Adjustments:			
Colorado Lagoon Environmental Assessment allocation	235,000	235,000	-
Pacific Electric Right-of-Way allocation	2,416,000	2,416,000	-
Adjusted Budget Including 3rd Quarter Adjustments	\$ 92,095,967	\$ 42,897,650	\$ (14,197,401)
Civic Center Fund (IS 380)			
Beginning Fund Balance (Per Adopted Budget)			\$ 27,241,135
Unreserving/(Reserving) of Restricted Fund Balance			6,556,523
FY 08 Adopted Budget	481,550	1,230,321	748,771
Estimated All-years Carryover Budget	12,908,624	(12,163)	(12,920,787)
All-Years Carryover Budget Adjustments	(2,393,952)	(231,197)	2,162,755
City Council Approved Adjustments to Date	(41,058)	563,297	604,355
Proposed 3rd Quarter Adjustments:			
Dog Park at Lincoln Park	65,000	-	(65,000)
Adjusted Budget Including 3rd Quarter Adjustments	\$ 11,020,164	\$ 1,550,258	\$ 24,327,752

Effect of 3rd Quarter Budget Adjustments on Fund Balance

	<u>Budgeted Expenditure</u>	<u>Budgeted Revenue</u>	<u>Budgeted Fund Balance</u>
General Grants (SR 120)			
Beginning Fund Balance (Per Adopted Budget)			\$ -
Unreserving/(Reserving) of Restricted Fund Balance			-
FY 08 Adopted Budget	7,608,589	7,614,381	5,792
Estimated All-years Carryover Budget	14,813,996	14,813,996	-
All-Years Carryover Budget Adjustments	(7,131,131)	8,035,908	15,167,039
City Council Approved Adjustments to Date	9,689,344	9,689,087	(257)
Proposed 3rd Quarter Adjustments:			
Library Donations	165,500	165,500	-
Adjusted Budget Including 3rd Quarter Adjustments	\$ 25,146,297	\$ 40,318,871	\$ 15,172,574
General Services (IS 385)			
Beginning Fund Balance (Per Adopted Budget)			\$ 6,522,765
Unreserving/(Reserving) of Restricted Fund Balance			-
FY 08 Adopted Budget	36,464,012	35,532,326	(931,686)
Estimated All-years Carryover Budget	2,128	1,786	(342)
All-Years Carryover Budget Adjustments	2,013,919	740,642	(1,273,277)
City Council Approved Adjustments to Date	454,620	103,710	(350,910)
Proposed 3rd Quarter Adjustments:			
Video programming & Technology for Departments	41,244	41,244	-
Adjusted Budget Including 3rd Quarter Adjustments	\$ 38,975,923	\$ 36,419,708	\$ 3,966,550
Health Fund (SR 130)			
Beginning Fund Balance (Per Adopted Budget)			\$ 93,672
Unreserving/(Reserving) of Restricted Fund Balance			-
FY 08 Adopted Budget	44,761,420	44,838,364	76,944
Estimated All-years Carryover Budget	41,207,059	41,207,059	-
All-Years Carryover Budget Adjustments	72,608	39,829,364	39,756,756
City Council Approved Adjustments to Date	1,438,748	1,293,526	(145,222)
Proposed 3rd Quarter Adjustments:			
Tobacco Retailer Permit Fee	245,000	245,000	-
State of California Dept. of Health Service contract increase	90,000	90,000	-
Adjusted Budget Including 3rd Quarter Adjustments	\$ 87,724,835	\$ 127,413,313	\$ 39,782,150

Effect of 3rd Quarter Budget Adjustments on Fund Balance

	<u>Budgeted Expenditure</u>	<u>Budgeted Revenue</u>	<u>Budgeted Fund Balance</u>
Housing Development Fund (SR 135)			
Beginning Fund Balance (Per Adopted Budget)			\$ 35,685,285
Unreserving/(Reserving) of Restricted Fund Balance			(2,011)
FY 08 Adopted Budget	30,667,252	21,261,419	(9,405,833)
Estimated All-years Carryover Budget	40,289,317	38,349,924	(1,939,393)
All-Years Carryover Budget Adjustments	38,677,109	81,175,873	42,498,764
City Council Approved Adjustments to Date	(6,299,258)	6,535,780	12,835,038
Proposed 3rd Quarter Adjustments:			
LBHDC Approved Funding	9,886,000	9,886,000	-
Adjusted Budget Including 3rd Quarter Adjustments	\$ 113,220,421	\$ 157,208,996	\$ 79,671,849
Redevelopment Agency (RD)			
Beginning Fund Balance (Per Adopted Budget)			\$ 35,432,858
Unreserving/(Reserving) of Restricted Fund Balance			18,483,730
FY 08 Adopted Budget	111,227,606	77,983,833	(33,243,773)
Estimated All-years Carryover Budget	70,601,798	70,601,798	-
All-Years Carryover Budget Adjustments	18,462,125	(23,877,438)	(42,339,563)
City Council Approved Adjustments to Date	1,160,046	-	(1,160,046)
Proposed 3rd Quarter Adjustments:			
Contract for Fire Station and Disaster Resource Bldg Design	1,065,000	1,065,000	-
Purchase and Sales Agreements for Redevelopment & Parking	4,546,500	4,546,500	-
Contract for Facility Design Plans at Scherer & Houghton Park	600,000	600,000	-
Adjusted Budget Including 3rd Quarter Adjustments	\$ 207,063,074	\$ 130,319,693	\$ (22,826,794)
Tideland Oil Revenue (NX 420)			
Beginning Fund Balance (Per Adopted Budget)			\$ 46,491,812
Unreserving/(Reserving) of Restricted Fund Balance			-
FY 08 Adopted Budget	127,242,413	127,331,785	89,372
Carryover Appropriations/Encumbrances			
City Council Approved Adjustments to Date	286,454,093	286,470,987	16,894
Proposed 3rd Quarter Adjustments:			
Price per barrel increase	85,690,120	85,583,857	(106,263)
Adjusted Budget Including 3rd Quarter Adjustments	499,386,627	499,386,629	46,491,814

Effect of 3rd Quarter Budget Adjustments on Fund Balance

	<u>Budgeted Expenditure</u>	<u>Budgeted Revenue</u>	<u>Budgeted Fund Balance</u>
<u>Transportation Fund (SR 182)</u>			
Beginning Fund Balance (Per Adopted Budget)			\$ 25,534,483
Unreserving/(Reserving) of Restricted Fund Balance			80,000
FY 08 Adopted Budget	15,051,874	14,522,930	(528,944)
Estimated All-years Carryover Budget	19,688,601	(2,409,771)	(22,098,372)
All-Years Carryover Budget Adjustments	(1,135,393)	(4,025,355)	(2,889,962)
			-
City Council Approved Adjustments to Date	7,980,253	7,947,949	(32,304)
Proposed 3rd Quarter Adjustments:			
Prop A Return for Long Beach Transit	594,823	594,823	-
ADA Modifications at Dock 9 Rainbow Harbor	50,000	-	(50,000)
Adjusted Budget Including 3rd Quarter Adjustments	\$ 42,180,158	\$ 16,630,576	\$ 14,901
<u>Upland Oil Fund Summary (SR 134)</u>			
Beginning Fund Balance (Per Adopted Budget)			\$ 2,323,559
Unreserving/(Reserving) of Restricted Fund Balance			(96,396)
FY 08 Adopted Budget	20,931,281	20,669,477	(261,804)
Carryover Appropriations/Encumbrances	9,278,918	9,731,750	452,832
Proposed 3rd Quarter Adjustments:			
Price per barrel increase	2,743,763	2,747,705	3,942
Adjusted Budget Including 3rd Quarter Adjustments	\$ 32,953,962	\$ 33,148,932	\$ 2,422,134
<u>Tidelands Fund (TF)</u>			
Beginning Fund Balance			\$ 2,434,618
Unreserving/(Reserving) of Restricted Fund Balance			11,751,951
FY 08 Adopted Budget	116,646,939	115,240,228	(1,406,710)
Estimated All-Years Carryover Budget	15,448,595	11,954,563	(3,494,032)
All-Years Carryover Budget Adjustments	6,442,008	10,108,064	3,666,056
City Council Approved Adjustments to Date	2,673,981	-	(2,673,981)
Proposed 3rd Quarter Adjustments:			
Upgrade Restroom at Marine Stadium	300,000	-	(300,000)
Beach Site Refurbishment projects	200,000	-	(200,000)
Improve Alamitos Bay water quality - circulation pumping services	75,000	-	(75,000)
Additional summertime Beach and Marine patrol support	150,000	-	-
Adjusted Budget Including 3rd Quarter Adjustments	\$ 141,936,523	\$ 137,302,855	\$ 10,277,902

**General Fund
FY 08 Budget Adjustment Recap**

	<u>Budgeted Expenditure</u>	<u>Budgeted Revenue</u>	<u>Net Impact</u>
FY 2008 Adopted Budget	\$391,949,944	\$392,627,821	\$677,877
<u>Previous City Council Actions</u>			
Carryover of Prior Year Encumbrances (Beginning Fund Balance is Net of this Amount)	1,247,646	-	(1,247,646)
Revenue Adjustments	-	-	-
Subtotal - Ad Hoc Council Action	1,247,646	-	(1,247,646)
<u>1st Quarter Approved Budget Adjustments</u>			
Subtotal - 1st Quarter	-	-	-
<u>2nd Quarter Approved Budget Adjustments</u>			
Realignment of MOU related Costs in Community Development	(750,907)	(718,244)	
Reimbursement for services from the State office of Emergency Services	905,000	905,000	
Asset Forfeiture drawdown for eligible Police Expenditures	87,803	-	
Payment to Edison Material Supply (EMS)	946,077	-	
Cashiering System Upgrade	658,000	658,000	
ECOC Funding Transfer	(6,125,847)	(6,088,937)	
Subtotal - 2nd Quarter	(4,279,874)	(5,244,181)	(964,307)
<u>3rd Quarter Approved Budget Adjustments (Pending)</u>			
Jail Staff Training grant	26,770	26,770	
DNA Offender Tracking System Costs	10,740	10,740	
Subtotal - 3rd Quarter	37,510	37,510	