



Information and Timeline of the Proposed Fiscal Year 2023 Budget

Ethics Commission Meeting - August 10, 2022

Presentation Topics

- Proposed Fiscal Year 2023 (FY 23) Budget Timeline
- General Fund Shortfall
- Accessing the FY 23 Proposed Budget
- Ethics Commission Budget

Proposed FY 23 Budget Timeline

- **July 3rd** – Proposed CM Budget to Mayor [City Charter deadline]
- **August 2nd** – Mayor released the Proposed CM Budget, along with his recommendations, to the City Council [City Charter deadline]
- **August – September** – Budget Oversight Committee Meetings, Budget Hearings, Community Budget Meetings
- **September 15** – Last date for Budget Adoption [City Charter deadline]

General Fund Fiscal Outlook

Projected General Fund Budget Shortfall*

	FY 23	FY 24	FY 25	FY 26
Surplus(Shortfall)	-	(5.4)	2.3	0.2
Shortfall from Previous Year	-	(20.2)	-	-
Final Surplus/(Shortfall)	-	(25.6)	2.3	0.2

*Shortfall in each year is assumed to be solved. Number of each year is new projected shortfall for that year.

- While the FY 23 Budget is balanced, there are deficits and challenges ahead in FY 24
- Much of the FY 24 shortfall is a carry-over from FY 23 (\$20.2 million of the projected shortfall)
- It will be a priority during FY 23 to develop approaches to address the structural shortfall for FY 24

Accessing the FY 23 Proposed Budget

Financial Management (longbeach.gov)

The screenshot shows the homepage of the City of Long Beach Financial Management department. The header includes the 'LONG BEACH' logo, a 'MENU' icon, a 'SELECT LANGUAGE' dropdown, and a search bar. Below the header is the 'FINANCIAL MANAGEMENT' logo and a navigation menu with links for 'FM Home', 'About Our Department', 'City Budgets and Finances', 'Business Info', 'Services and Permits', and 'Contact Us'. The main content area features a 'View COVID-19 (Coronavirus) Information' link, a 'WELCOME TO THE DEPARTMENT OF FINANCIAL MANAGEMENT' section with a paragraph about the department's budget and services, and a 'MEMO TO ALL VENDORS REGARDING COVID-19' document. A red box highlights the 'Budget Information >>' link in the right sidebar, which says 'View the FY23 Proposed Budget in-depth.'



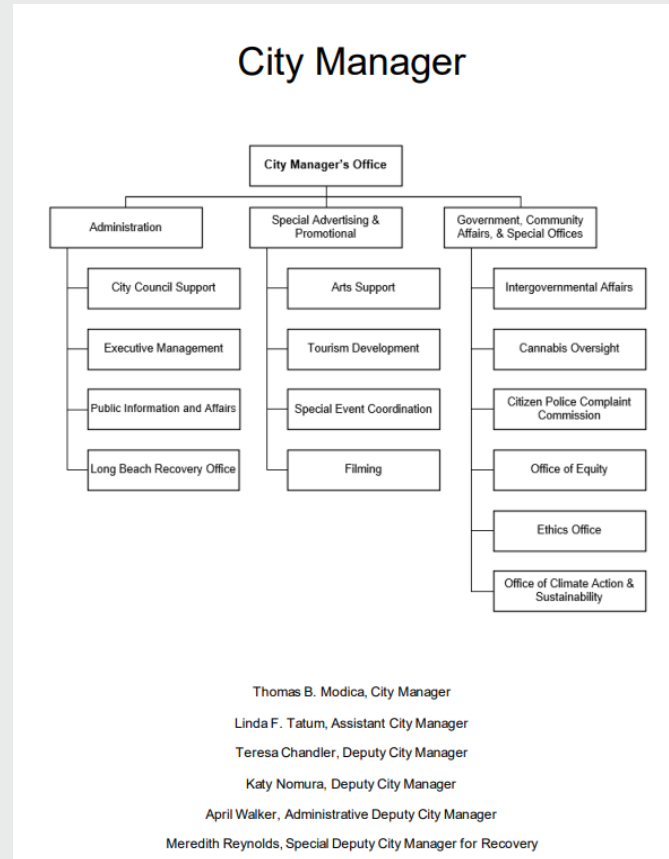
The screenshot shows the 'Budget Information' page on the City of Long Beach Financial Management website. The header is identical to the home page. The main content area features a large banner for the 'Fiscal Year 2023 Proposed Budget' presented by Thomas B. Modica, City Manager. Below the banner is the section 'BUDGET PRESENTATIONS AND HEARING SCHEDULE' with a link to 'Access the schedule of budget meetings and access the budget presentations.' and a list of budget messages in various languages (English, Spanish, Khmer, Tagalog) and presentations (Mayor's, City Manager, 5-Year Infrastructure Investment Plan). The right sidebar contains a 'Budget Information >>' link with the text 'View the FY23 Proposed Budget in-depth.', a 'Community Involvement >>' link, a 'Financial Policies >>' link, an 'Annual Report >>' link, and a 'Measure A >>' link. At the bottom of the sidebar, there is an 'EVENTS' section for 'Tuesday, August 9, 2022' and a link to the 'Budget Oversight Committee'.

Ethics Commission Budget

- FY 23 provides funds for Ethics Commission staff support
- Staff have recommended that salary savings and prior one-time funds from previous and current years to be carried over to support:
 - Ethics education program
 - Ethics Helpline
 - Learning Management System
 - City staff professional development

Ethics Commission Budget

- The Ethics Commission is managed through the City Manager's Office



Ethics Commission Budget

- Ethics Commission / Program FY 22 Accomplishments highlighted in the budget book
 - Updated and drafted a Code of Conduct and Ethics for Citywide implementation and codification into the Long Beach Municipal Code
 - In collaboration with City Clerk, the Ethics Teams reviewed and updated the Election Handbook and Ethics Commission leadership presented at the candidate workshop.
 - Created a Disclosure Reports and Ethics Portal webpage that brings together various reporting resources and forms for the public, staff, and elected officials to access with ease.

Ethics Commission Budget

- Ethics Commission / Program support

Government, Community Affairs & Special Offices			
Key Programs and Services:			
1. Intergovernmental Affairs			
<ul style="list-style-type: none"> State and Federal Legislative Agendas Grants Coordination Legislative Analyses and Reports Support and Opposition Letters and Regulatory Comment Letters 			
2. Cannabis Oversight			
<ul style="list-style-type: none"> Grants Oversight & Administration Cannabis Social Equity Program Oversight & Administration Licensed and Unlicensed Business Regulation & Enforcement Home Cultivation and Personal Use Regulation Public Education, Community Engagement, and Outreach Coordination with Local and State Legislators on Cannabis Policies 			
3. Citizen Police Complaint Commission			
<ul style="list-style-type: none"> Complaint Investigations Investigative Reports Commission Meetings Community Engagement 			
4. Office of Equity			
<ul style="list-style-type: none"> Initiate and Coordinate Citywide Equity Initiatives Equitable Policy and Program Development Community Partnerships and Engagement Citywide ADA Coordination Language Access 			
5. Ethics Office			
<ul style="list-style-type: none"> Support for the Ethics Commission Ethics Education Program, Advice Line, and Ethics Guide Ethics Communication Plan 			
6. Office of Climate Action and Sustainability			
<ul style="list-style-type: none"> Citywide coordination of climate action and adaptation plan actions Initiate and Coordinate Citywide Sustainability Initiatives Data collection, monitoring, and analysis Certification and Recognition of Sustainable Businesses Provide Training Opportunities for Green Jobs Sustainability Program and Policy Analysis Grant Procurement 			
Government, Community Affairs & Special Offices	Actuals* FY 21	Adjusted* FY 22	Proposed** FY 23
Revenues	-	-	1,456,499
Expenditures	-	-	4,874,544
Budgeted FTEs	-	-	23.66

Ethics Commission Budget

- Department budgets are presented in summary form

Financial Summary by Category				
	Actual	Adopted*	Adjusted**	Proposed*
	FY 21	FY 22	FY 22	FY 23
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	6,718,918	8,326,800	8,326,800	7,270,619
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	1,406,036	1,332,825	1,332,825	1,407,825
Fines and Forfeitures	-	-	-	-
Use of Money & Property	162,240	229,000	229,000	199,000
Revenue from Other Agencies	1,538,611	-	-	-
Charges for Services	13,751	583,500	583,500	1,206,499
Other Revenues	11,989	5,000	5,000	5,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	612,363	-	-	-
Interfund Transfers	153,154	270,000	270,000	-
Other Financing Sources	-	-	-	-
Total Revenues	10,617,061	10,747,125	10,747,125	10,088,943
Expenditures:				
Salaries and Wages	5,718,408	5,694,084	5,694,084	6,478,744
Employee Benefits	2,699,553	2,798,510	2,798,510	3,326,162
Overtime	31,756	12,000	12,000	12,000
Materials, Supplies and Services	10,548,882	8,331,944	10,573,280	8,335,266
Interfund Support	846,324	1,040,352	1,040,352	964,759
Intrafund Support	465	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	433,337	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	20,278,725	17,876,889	20,118,225	19,116,930
Budgeted FTEs	48.81	50.01	50.01	57.31

* Amounts exclude all-years carryover.
 **Adjusted Budget as of April 30, 2022.
 Note: The City is currently maintaining two different financial systems and until a new budget development software is established, the financial information displayed in the future may have further adjustments.

Ethics Commission Budget

- Department personnel are presented in summary form

Personnel Summary					
Classification	FY 21	FY 22	FY 23	FY 22	FY 23
	Adopt FTE	Adopt FTE	Prop FTE	Adopted Budget	Proposed Budget
City Manager	1.00	1.00	1.00	297,168	333,057
Administrative Aide II	-	-	2.00	-	105,712
Administrative Analyst II	-	-	1.00	-	80,943
Administrative Analyst III	1.00	1.00	2.00	102,660	191,239
Administrative Deputy to City Manager	1.00	1.00	1.00	176,924	163,267
Administrative Intern - NC	2.31	2.31	2.31	80,557	82,615
Assistant Administrative Analyst I	1.00	1.00	-	66,767	-
Assistant Administrative Analyst II	3.00	3.00	3.00	220,129	225,751
Assistant City Manager	1.00	1.00	1.00	283,423	289,091
Assistant to City Manager - Administration	0.50	0.50	0.50	53,423	57,261
Assistant to City Manager - Climate Action	-	-	1.00	-	160,000
Assistant to City Manager - Ethics	1.00	1.00	1.00	-	111,180
Assistant to City Manager - Special Projects	1.00	1.00	1.00	106,845	121,535
Clerk Typist III	1.00	1.00	1.00	47,221	46,178
Community Program Specialist III	1.00	1.00	1.00	78,322	77,751
Deputy City Manager	2.00	2.00	2.00	433,113	441,776
Ethics Officer	-	1.00	1.00	106,633	108,766
Events Coordinator I	3.00	3.00	4.00	198,039	250,639
Events Coordinator II	3.00	3.00	3.00	238,922	238,996
Executive Assistant	1.00	1.00	1.00	83,765	83,116
Executive Secretary to Asst City Manager	1.00	1.00	1.00	86,186	88,709
Executive Secretary to City Manager	1.00	1.00	1.00	103,951	106,030
Investigator - City Manager	1.50	1.50	2.00	100,908	149,207
Management Assistant	2.00	2.00	2.00	120,260	123,303
Manager - Cannabis Oversight	0.50	0.50	0.50	53,423	57,261
Manager - Communication and Government Affairs	1.00	1.00	1.00	114,729	117,024
Manager - Office of Civic Innovation	1.00	-	-	-	-
Manager - Special Events	1.00	1.00	1.00	133,874	136,552
Manager - Citizen Police Complaint Commission	1.00	1.00	1.00	109,276	111,461
Program Specialist	9.00	10.20	13.00	823,082	1,064,191
Public Affairs Assistant	1.00	1.00	-	75,903	-
Public Affairs Officer	1.00	1.00	1.00	145,700	148,615
Secretary	1.00	1.00	1.00	58,983	60,475
Special Projects Officer	3.00	3.00	3.00	285,087	306,221
Subtotal Salaries	48.81	50.01	57.31	4,785,272	5,637,919
Overtime	-	-	-	12,000	12,000
Fringe Benefits	-	-	-	2,734,524	3,243,264
Administrative Overhead	-	-	-	111,386	145,298
Attrition/Salary Savings	-	-	-	(114,970)	(159,028)
Expenditure Transfer	-	-	-	861,653	917,454
Total	48.81	50.01	57.31	8,389,864	9,796,906

Future Budget Development

- For FY 24 and future budget years development, City staff may present requests for structural and/or one-time funding to support Ethics Commission / Program efforts
- Request for funding will also require concrete back-up to support requests such as research on costs associated with various programmatic or staff need
- City staff will work closely with the Chair and Vice Chair on future budget considerations
- The Commission is able to present their requests directly to the City Manager, Mayor and City Council, and Budget Oversight Committee (upon approval by the full Commission)

A wide-angle photograph of a beach and ocean, tinted in shades of blue. The ocean is on the left, with gentle waves washing onto the sandy beach on the right. In the distance, a city skyline is visible under a cloudy sky. A prominent building is on the right side of the skyline.

Thank you!