



LAURA DOUD

December 19, 2017

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Increase appropriations in the General Fund (GP) in the City Auditor Department by \$58,000 using City Auditor Department budget savings from FY 17.

DISCUSSION:

On April 11, 2017 City Council approved Resolution No. RES-17-0036 to allow the City Auditor's Office (Office) to hire former City employee Deborah Ellis for a limited duration as a Special Projects Officer. Per the Resolution, the cost of the position was not to exceed \$98,000.

Ms. Ellis is assisting in the development and implementation of specialized accounts payable disbursements and garnishments for the Office that are not performed in any other department in the City to help ensure that the City stays on target to meet the tight deadlines for the ERP project implementation.

This process is ongoing and taking longer than expected, resulting in the Office unable to use all the budget savings before the end of FY 17. Approximately \$40,000 has been used with \$58,000 remaining.

We are requesting the ability to appropriate \$58,000 of the Office's FY17 budget savings to FY18 to specifically pay for Ms. Ellis's services.

TIMING CONSIDERATIONS:

City Council action is requested on December 19, 2017 to guarantee availability of funds to spend on the indicated purpose.

FISCAL IMPACT:

There is no cost to the City as this budget adjustment is using unspent FY 17 funds. An appropriation increase is requested in the General Fund (GP) in the City Auditor Department by \$58,000 to be spent on the identified need. There is sufficient fund balance in the General Fund from FY17 budget savings to support this request. Any funds not used for this purpose by the end of FY 18 will lapse to fund balance and will not be available after FY 18.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,


Laura L. Doud, CPA
CITY AUDITOR