



**City of Long Beach**  
*Working Together to Serve*

**Memorandum**

Date: December 14, 2015

To: Patrick H. West, City Manager *[Signature]*

From: John Gross, Director of Financial Management *[Signature]*

For: Mayor and Members of the City Council

Subject: **FY 15 Year-End Budget Carryover**

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In line with the new Procedures for Implementation of Divide by Nine released on November 9, 2015 (attached), a new process has been established for the use of any FY 15 City Council District office net surpluses. Individual Council Districts' FY 15 net operating budget surpluses (adjusted, if necessary, to reflect actual year-end surplus), will be automatically allocated to supplement each respective Council District's Divide by Nine funds in a FY 16 budget appropriation adjustment request.

As a reminder, any incidental expenditures for Neighborhood Support, Special Events, or other one-time public purposes that do not fall under the parameters of Divide by Nine projects and programs, can be expended directly from the Council District's office budget as long as the expenditures are in compliance with provisions in the City Charter and Long Beach Municipal Code and are for an established public purpose.

If you have questions regarding this matter, please contact Lea Eriksen, Assistant Director of Financial Management, at 570-6533.

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CC: CHARLES PARKIN, CITY ATTORNEY  
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