



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

**Memorandum**

Date: September 5, 2017

To: Patrick H. West, City Manager *T.M.L.*

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

For: Mayor and Members of the City Council

Subject: **Response to Questions and Issues from the Budget Hearing at the City Council from August 22, 2017**

---

This memo provides responses to questions and issues raised by members of the City Council during the August 22, 2017 Budget Hearing that were not fully addressed on the floor. Please see the attached document with the responses.

If you have any questions, please contact Assistant Finance Director Lea Eriksen at (562) 570-6533.

JG:LE  
K:\BUDGET\FY 18\COUNCIL HEARINGS AND MEETINGS\AUGUST 22 BUDGET HEARING\TFF FOR BUDGET HEARING QUESTIONS FROM 8.22.DOCX

ATTACHMENT

CC: CHARLES PARKIN, CITY ATTORNEY  
LAURA L. DOUD, CITY AUDITOR  
DOUGLAS HAUBERT, CITY PROSECUTOR  
TOM MODICA, ASSISTANT CITY MANAGER  
KEVIN JACKSON, DEPUTY CITY MANAGER  
REBECCA JIMENEZ, ASSISTANT TO THE CITY MANAGER  
LEA D. ERIKSEN, ASSISTANT FINANCE DIRECTOR  
DEPARTMENT HEADS

AUGUST 22, 2017 -BUDGET HEARING

Questions/ Follow-up Items

Library, Disaster Preparedness Communications, and Health Departments

Request / Question	Response or Follow Up / Next Steps
<p>What is the Library Services Department's strategy on having a library open 7 days/week?</p>	<p>A strategy to have libraries open seven days per week would likely require both additional staff and additional funding for current staff. With the current staffing levels, adding additional library hours with overtime would strain current staff capacity, where overtime is already used for Sunday Library hours and for coverage when staff are out sick, on vacation or out for training.</p> <p>Library Services will be exploring and evaluating new funding options and different operational models and strategies for having a library open seven days per week that also takes into consideration the financial outlook of FY 19.</p>
<p>Is the Main Library (by the Civic Center) the most utilized Library? How many patrons visit the Main Library?</p>	<p>Since October 2016, attendance at the Main Library (Main) has averaged 14,596 patrons per month, while the new Michelle Obama Library (Obama) has comparatively averaged 16,131.</p> <p>Main attendance has decreased since the construction of the new Civic Center and Main Library started.</p> <p>Currently, Main is the second busiest library. Staff believes that if there was no construction at the Civic Center, Main would be the busiest library.</p>
<p>What is the cost for Monday hours at the Main branch library?</p>	<p>To add Monday hours to the Main Library it would require adding 9.5 FTEs for an additional cost of approximately \$810,838, plus \$4,114 for custodial services, for a grand total of approximately \$814,952 for a fiscal year. Adding staff is necessary to avoid capacity issues. Additional staff would not only cover the Monday hours but also allow for substitute coverage without requiring substitutes being pulled from other locations.</p>
<p>What options could the department provide for having the Mobile Library available on Sundays and/or Mondays?</p>	<p>The Library Services Department makes every effort to accommodate mobile library service requests. Staff realizes the importance of having library presence at community events. Regular and repeated presence within the community, such as Sundays and/or Mondays, would require additional funding for staff considering that Sundays and Mondays are unscheduled work days for most library staff.</p>
<p>What are the funding sources for the General Fund FTE changes between FY 17 and FY 18?</p>	<p>Only 2.5 FTE were added in the General Fund that did not have funding offsets. This included 1.0 FTE in Civil Service to support recruitment and hiring and 1.5 FTE in Parks, Recreation and Marine for Animal Care Services and for high profile, high-priority requests. The remaining FTE changes are outlined here:</p> <ul style="list-style-type: none"> <li>- Measure A funded public safety positions: 15.0 FTE</li> <li>- Metro Contract funded police positions: 28.0 FTE</li> <li>- Measure MA revenue funded MMJ administration and enforcement: 21.0 FTE</li> <li>- Expense reductions or revenue increase funded positions: 13.12 FTE</li> <li>- Positions covered by Non-General Fund funding sources: 6.33 FTE</li> <li>- Positions added in Other Funds: 31.39 FTE</li> </ul> <p>A total of 117.34 General Fund positions have been added between FY 17 and FY 18.</p>