

Fund Summaries

INTERNAL SERVICE FUNDS

Civic Center Fund
General Services Fund
Fleet Services Fund
Insurance Fund
Employee Benefits Fund



Civic Center Fund Summary

Purpose:

The Civic Center Fund is used to maintain, improve and operate the Civic Center complex, which includes City Hall, Main Library, Lincoln Park, Police headquarters, Fire Station 1 and related parking facilities.

Assumptions for Major Resources:

The ongoing revenue sources to this fund are employee parking charges from the departments occupying the facilities and public parking charges. Minor sources of revenue include developers contribution and interest earnings.

Revenue Trends and Forecast:

Rental payments from departments are characterized as a negative expense in the Internal Support character of expense shown below and as a positive expense in the funds utilizing the Civic Center facilities.

	Actual FY 11	Adopted FY 12	Adjusted FY 12	Estimated FY 12	Adopted FY 13
Resources:					
Beginning Fund Balance	5,633,205	4,870,187	5,486,720	5,486,720	4,894,505
Unreserving/(Reserving) of Restricted Fund Balance	8,713	-	5,962	5,962	-
Adjusted Fund Balance	5,641,918	4,870,187	5,492,682	5,492,682	4,894,505
Revenues:					
Property Taxes	-	-	-	-	-
Other Taxes	-	-	-	-	-
Licenses and Permits	810	5,772	5,772	1,135	-
Fines and Forfeitures	-	-	-	-	-
Use of Money & Property	476,544	547,014	547,014	487,000	481,500
Revenue From Other Agencies	188,298	181,371	181,371	192,995	181,371
Charges for Services	1,125	290	290	-	-
Other Revenues	(6,867)	-	-	3,183	-
Interfund Services-Charges	410,593	361,274	361,274	360,680	9,456,053
Intrafund Services-Gen Fund Chgs	64,577	69,900	69,900	59,400	69,900
Harbor P/R Rev Trsfs	-	-	-	-	-
Other Financing Sources	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Revenues	1,135,081	1,165,621	1,165,621	1,104,393	10,188,824
Estimated All-years Carryover Revenue	-	(1,790)	(1,790)	-	(1,790)
Total Resources	6,776,999	6,034,018	6,656,514	6,597,075	15,081,539
Requirements:					
Expenditures:					
Salaries, Wages and Benefits	2,058,737	2,480,240	2,480,240	2,449,704	2,725,155
Materials, Supplies and Services	2,678,778	3,855,397	3,947,923	4,203,075	3,813,681
Internal Support	(6,351,881)	(7,715,870)	(7,715,870)	(7,664,439)	1,514,575
Capital Purchases	-	25,750	25,750	16,146	25,750
Debt Service	2,904,644	2,663,995	2,663,995	2,698,086	2,666,374
Transfers to Other Funds	-	-	-	-	-
Prior Year Encumbrance	-	-	-	-	-
Total Requirements	1,290,279	1,309,512	1,402,039	1,702,570	10,745,535
Estimated All-years Carryover Exp.	-	724,955	(709,985)	-	879,879
Ending Fund Balance	5,486,720	3,999,551	5,964,461	4,894,505	3,456,125

General Services Fund Summary

Purpose:

The General Services Fund is used to account for the operation, maintenance and replacement of the City's information systems, telecommunications equipment and software, as well as the cost to provide a variety of services related to technology including equipment installation and maintenance, Help Desk, business information services, voice, data and wireless networks, radio communications and central data center. It also includes management of the cable TV franchise and Long Beach TV Channel 8, as well as mail and messenger services and reprographics.

Assumptions for Major Resources:

The largest source of revenue for the General Services Fund is internal charges to City departments (86 percent). The remaining revenues are from cable franchise fees (13 percent) and miscellaneous external fees (1 percent).

Revenue Trends and Forecast:

Operating revenue will decrease by 1.4 percent in FY 13, primarily due to reduced charges to client departments.

The cost recovery model utilized for the Memorandum of Understanding was redesigned in FY 10 and allocates 100 percent of eligible costs to provide services to City departments.

	Actual FY 11	Adopted FY 12	Adjusted FY 12	Estimated FY 12	Adopted FY 13
Resources:					
Beginning Fund Balance	4,301,077	4,523,211	7,451,710	7,451,710	7,230,457
Unreserving/(Reserving) of Restricted Fund Balance	(221,574)	-	736,482	736,482	-
Adjusted Fund Balance	4,079,504	4,523,211	8,188,192	8,188,192	7,230,457
Revenues:					
Property Taxes	-	-	-	-	-
Other Taxes	-	-	-	-	-
Franchise Fees	4,222,265	3,900,000	3,900,000	4,175,000	3,900,000
Licenses and Permits	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-
Use of Money & Property	1,746	-	-	750	-
Revenue From Other Agencies	1,026,944	913,244	913,244	1,047,300	913,244
Charges for Services	-	-	-	-	-
Other Revenues	77,615	69,500	69,500	45,636	69,500
Interfund Services-Charges	32,795,839	32,377,535	32,377,535	36,979,030	31,869,076
Intrafund Services-Gen Fund Chgs	-	-	-	-	-
Harbor P/R Rev Trfs	-	-	-	-	-
Other Financing Sources	-	-	-	-	-
Operating Transfers	16,656	-	150,000	150,000	-
Total Revenues	38,141,064	37,260,279	37,410,279	42,397,716	36,751,820
Estimated All-years Carryover Revenue	-	16,208,649	14,948,225	-	9,597,475
Total Resources	42,220,568	57,992,139	60,546,696	50,585,909	53,579,752
Requirements:					
Expenditures:					
Salaries, Wages and Benefits	16,175,591	17,547,484	17,547,484	17,605,401	17,636,864
Materials, Supplies and Services	12,140,543	12,127,291	13,691,460	17,152,537	11,942,291
Internal Support	1,427,753	1,271,090	1,271,090	1,226,806	1,222,519
Capital Purchases	1,643,060	949,695	738,968	527,389	708,968
Debt Service	1,800,558	2,210,393	2,421,120	2,091,365	2,321,120
Transfers to Other Funds	1,581,353	4,751,953	4,751,953	4,751,953	4,339,400
Prior Year Encumbrance	-	-	-	-	-
Total Requirements	34,768,858	38,857,906	40,422,075	43,355,452	38,171,162
Estimated All-years Carryover Exp.	-	189,233	(13,835,358)	-	8,485,358
Ending Fund Balance	7,451,710	18,945,000	33,959,979	7,230,457	6,923,232

Fleet Services Fund Summary

Purpose:

The Fleet Services Fund is used to account for the City's purchase, maintenance, fueling and replacement of all fleet vehicles and equipment, except those owned by the Water and Harbor Departments.

Assumptions for Major Resources:

The two major sources of revenue for this fund include charges to user departments and facility rental income, which account for approximately 97 percent of revenues. Fleet charges are generated from City departments that utilize vehicles and equipment acquired and maintained by the Fleet Services Bureau. These charges include such items as vehicle lease payments, capital replacement, preventive maintenance, parts, labor, repairs, fueling and motor pool charges. Income is received from the Environmental Services Bureau and Towing and Lien Sales Operations for occupying the Temple & Willow Facility.

Revenue Trends and Forecast:

The Fleet Fund costs of fuel and parts continue to increase based on the market conditions in the steel, copper and energy industries. Funding for future Capital Improvement Projects to replace fuel stations and undergrounds storage tanks will need to be determined. A long-term sinking fund needs to be established for maintenance and/or replacement costs (due to wear and tear) of the 12-yr old building elements and property infrastructure. The Fleet Fund appropriately recovers operational expenses and is in balance. The City will continue to increase the number of alternative fuel vehicles whenever possible to reduce its dependence on foreign oil and to promote a cleaner environment.

	Actual FY 11	Adopted FY 12	Adjusted FY 12	Estimated FY 12	Adopted FY 13
Resources:					
Beginning Fund Balance	13,653,104	15,410,751	19,192,687	19,192,687	20,752,752
Unreserving/(Reserving) of Restricted Fund Balance	(75,990)	-	(118,985)	(118,985)	-
Adjusted Fund Balance	13,577,113	15,410,751	19,073,702	19,073,702	20,752,752
Revenues:					
Property Taxes	-	-	-	-	-
Other Taxes	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-
Use of Money & Property	1,838,396	1,795,333	1,795,333	1,816,375	1,532,532
Revenue From Other Agencies	526,228	22,500	943,875	126,520	22,500
Charges for Services	103,093	191,989	191,989	186,500	191,989
Other Revenues	1,296,005	679,458	679,458	1,021,626	618,263
Interfund Services-Charges	31,543,173	29,529,705	29,529,705	30,903,758	29,629,658
Intrafund Services-Gen Fund Chgs	-	-	-	-	-
Harbor P/R Rev Trsfs	-	-	-	-	-
Other Financing Sources	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Revenues	35,306,896	32,218,985	33,140,360	34,054,779	31,994,942
Estimated All-years Carryover Revenue	-	503,109	104,331	-	926,848
Total Resources	48,884,009	48,132,845	52,318,393	53,128,481	53,674,542
Requirements:					
Expenditures:					
Salaries, Wages and Benefits	8,058,842	8,625,993	8,625,993	8,304,798	8,642,279
Materials, Supplies and Services	10,274,678	9,867,497	10,273,358	10,405,960	10,427,497
Internal Support	1,283,006	1,436,492	1,436,492	1,399,767	1,450,189
Capital Purchases	5,521,027	6,908,120	9,896,585	7,783,311	6,908,120
Debt Service	4,553,770	3,463,175	3,463,175	3,481,893	3,461,520
Transfers to Other Funds	-	1,000,000	1,000,000	1,000,000	1,000,000
Prior Year Encumbrance	-	-	-	-	-
Total Requirements	29,691,322	31,301,278	34,695,603	32,375,730	31,889,605
Estimated All-years Carryover Exp.	-	(577,111)	(89,090)	-	1,543,968
Ending Fund Balance	19,192,687	17,408,678	17,711,880	20,752,752	20,240,970

Insurance Fund Summary

Purpose:

The Insurance Fund was created to finance and account for all risk management-related activities citywide. It consists of two subfunds (Workers' Compensation and General Liability) and provides funding for the majority of the City's insurance activities.

Assumptions for Major Resources:

The three major revenue sources in this fund are: annual interest earned on the fund balance; charges collected from departments based on allocation of risk management costs; and, reimbursements received on claims expense or other expenditures.

Revenue Trends and Forecast:

Revenue collected will increase for FY 13. Workers' Compensation medical costs are expected to rise with an aging workforce and the awarding of future medical care for the claimant's life on accepted claims. This fund balance could be critically jeopardized should the City face additional judgments or settlements up to or beyond its \$4 million self-insured retention. To ameliorate this risk, an additional \$1 million has been budgeted from the General Fund each year to help replenish the Insurance Fund balance and reduce long term workers' compensation liability.

	Actual FY 11	Adopted FY 12	Adjusted FY 12	Estimated FY 12	Adopted FY 13
Resources:					
Beginning Fund Balance	(4,083,441)	8,309,311	3,500,299	3,500,299	7,355,035
Unreserving/(Reserving) of Restricted Fund Balance	4,950,000	-	-	-	-
Adjusted Fund Balance	866,559	8,309,311	3,500,299	3,500,299	7,355,035
Revenues:					
Property Taxes	-	-	-	-	-
Other Taxes	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-
Use of Money & Property	306,724	158,000	158,000	153,000	158,000
Revenue From Other Agencies	-	-	-	-	-
Charges for Services	282	-	-	-	-
Other Revenues	1,077,166	370,000	370,000	427,089	370,000
Interfund Services-Charges	39,068,436	39,019,077	39,019,077	39,019,077	40,096,043
Intrafund Services-Gen Fund Chgs	-	-	-	-	-
Harbor P/R Rev Trsfs	-	-	-	-	-
Other Financing Sources	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Revenues	40,452,609	39,547,077	39,547,077	39,599,166	40,624,043
Estimated All-years Carryover Revenue	-	(53,225)	(209,025)	-	(209,025)
Total Resources	41,319,167	47,803,163	42,838,352	43,099,465	47,770,054
Requirements:					
Expenditures:					
Salaries, Wages and Benefits	11,673,291	11,824,561	11,824,561	12,190,045	12,678,423
Materials, Supplies and Services	24,389,158	25,614,194	25,656,066	22,129,746	25,542,465
Internal Support	1,756,419	1,426,145	1,426,145	1,424,639	1,561,273
Capital Purchases	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
Prior Year Encumbrance	-	-	-	-	-
Total Requirements	37,818,868	38,864,900	38,906,772	35,744,430	39,782,161
Estimated All-years Carryover Exp.	-	295,483	(139,683)	-	139,683
Ending Fund Balance	3,500,299	8,642,780	4,071,262	7,355,035	7,848,210

Employee Benefits Fund Summary

Purpose:

The Employee Benefits Fund was created to finance and account for employee paid time off (sick leave, vacation, holiday, etc.) and fringe benefits, such as retirement, pension obligation bond debt payments, health insurance, dental insurance, in-hospital indemnity, Social Security and Medicare.

Assumptions for Major Resources:

The two major revenue sources in this fund are charges to departments based on allocation of employee benefits costs and administration of payroll costs, and annual interest earned on the fund balance.

Revenue Trends and Forecast:

FY 13 charges to departments are based on projected benefits costs. Charges to departments for retirement costs are relatively flat due to the slight decrease in the PERS rate in FY 13 as compared to FY 12 levels.

	Actual FY 11	Adopted FY 12	Adjusted FY 12	Estimated FY 12	Adopted FY 13
Resources:					
Beginning Fund Balance	6,774,312	13,054,456	6,666,440	6,666,440	4,864,891
Unreserving/(Reserving) of Restricted Fund Balance	(4,513,569)	-	(37,954)	(37,954)	-
Adjusted Fund Balance	2,260,743	13,054,456	6,628,486	6,628,486	4,864,891
Revenues:					
Property Taxes	-	-	-	-	-
Other Taxes	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-
Use of Money & Property	505,638	89,700	89,700	(261,019)	89,700
Revenue From Other Agencies	12,410	-	-	-	-
Charges for Services	-	-	-	5,005	-
Other Revenues	1,839,149	257,000	257,000	1,258,966	257,000
Interfund Services-Charges	209,309,873	233,927,900	233,927,900	196,451,306	223,816,723
Intrafund Services-Gen Fund Chgs	-	-	-	-	-
Harbor P/R Rev Trsfs	-	-	-	-	-
Other Financing Sources	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Revenues	211,667,070	234,274,600	234,274,600	197,454,258	224,163,423
Estimated All-years Carryover Revenue	-	-	-	-	-
Total Resources	213,927,813	247,329,056	240,903,085	204,082,744	229,028,314
Requirements:					
Expenditures:					
Salaries, Wages and Benefits	196,847,833	223,986,947	223,986,947	189,341,849	213,932,064
Materials, Supplies and Services	824,842	1,081,527	1,081,548	715,767	1,022,837
Internal Support	1,591,685	2,046,805	2,046,805	2,052,109	2,035,644
Capital Purchases	-	-	-	-	-
Debt Service	7,997,013	7,122,915	7,122,915	7,108,127	7,123,154
Transfers to Other Funds	-	-	-	-	-
Prior Year Encumbrance	-	-	-	-	-
Total Requirements	207,261,373	234,238,194	234,238,214	199,217,852	224,113,699
Estimated All-years Carryover Exp.	-	-	-	-	-
Ending Fund Balance	6,666,440	13,090,862	6,664,871	4,864,891	4,914,615

