

CITY OF
LONG BEACH

Fiscal Year
2021
Adopted
Budget

Presented by Thomas B. Modica, City Manager



Elected Officials City of Long Beach

Mayor

Robert Garcia

City Council

Mary Zendejas, District 1
Cindy Allen, District 2
Suzie Price, District 3
Daryl Supernaw, District 4
Stacy Mungo, District 5
Suely Saro, District 6
Roberto Uranga, District 7
Al Austin, District 8
Rex Richardson, District 9

City Attorney

Charles Parkin

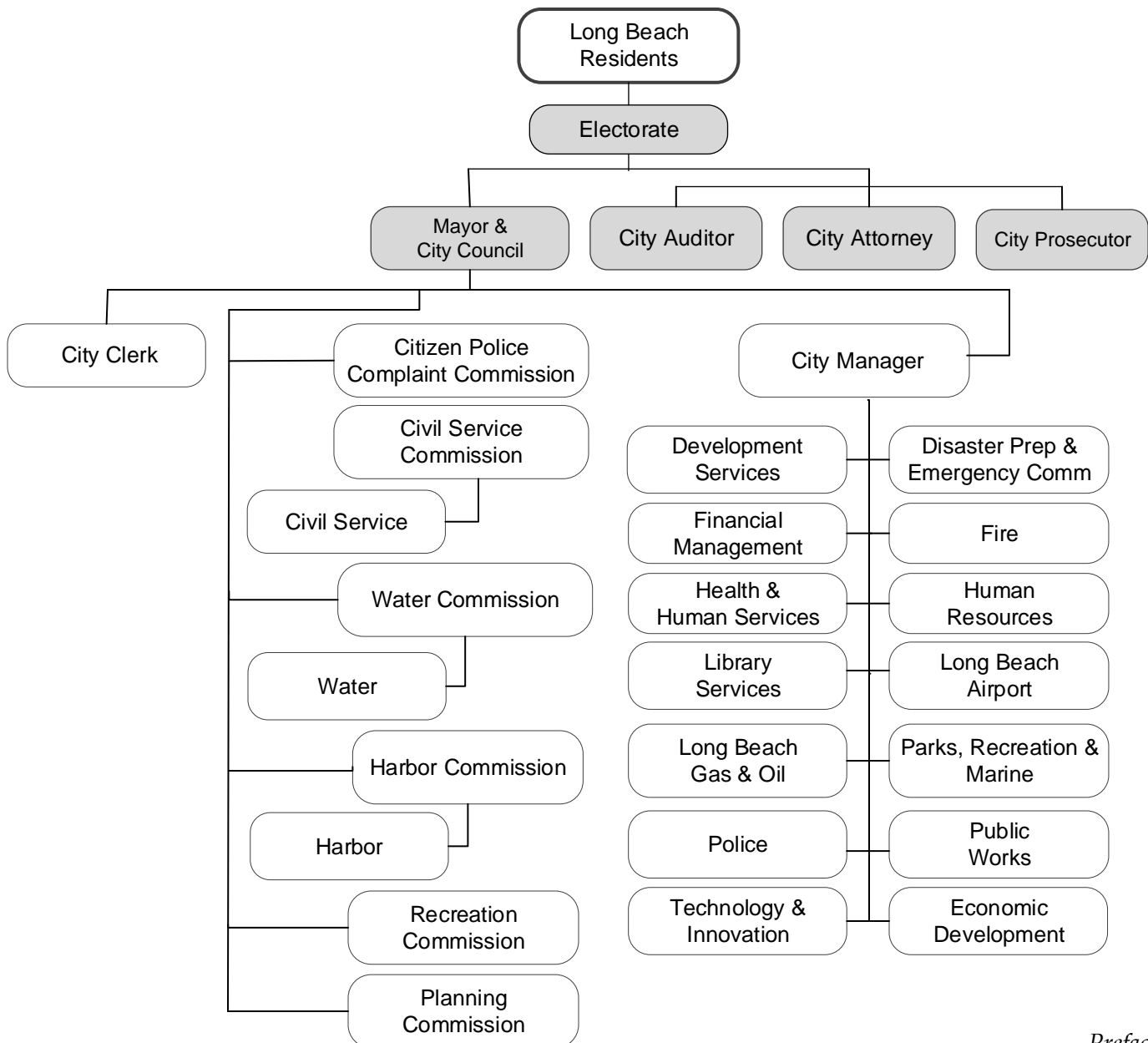
City Auditor

Laura L. Doud

City Prosecutor

Douglas Haubert

City Organizational Chart



BUDGETARY AND FINANCIAL POLICIES

CITY OF LONG BEACH, CALIFORNIA

This is a condensed version of the budgetary and financial policies of the City of Long Beach, California. The extended version can be found in the Appendices Section of this Book.

1. Structural Balance

The budget for the General Fund will be structurally balanced.

2. Multi-Year Financial Projections

The proposed annual budget should include a three-year General Fund projection.

3. Budget Process is an Annual Cycle

The annual budget process is used to develop annual service priorities and the level and type of resources to fund those services. Proposed changes to the budget and to service levels during the fiscal year will be minimized. Proposed mid-year changes will be evaluated programmatically and fiscally prior to adoption, and, if adopted, will have a lower priority compared to preexisting programs and projects unless otherwise specified. A list of any adopted non-routine mid-year budget changes will be provided to the Budget Oversight Committee annually for review.

4. User Fees to be Set at the Cost of Service

Fees will be set to fully recover costs, except where there is a greater public benefit through use of a lower fee. There will be a process for in-depth review of all fees over time.

5. One-Time Resources are for One-Time Uses

One-time resources will not be used to fund ongoing operations and are to be used for one-time purposes. Five percent of new General Fund funds available will be set aside for unfunded liabilities.

6. Capital Projects Budgeted for Both One-Times and Ongoing Costs

Before approving any capital expenditure, the City Council will consider the capital (one-time) costs, the operating (ongoing) components of costs and the replacement costs and the expected approach to funding replacement.

7. Fund Balance Policy

Establishes categories of fund balances - non-spendable, restricted, committed, assigned and unassigned, and creates specific reserves - an emergency reserve, operating reserves, a reserve for subsequent year appropriates, an infrastructure reserve, and provides for the creation of other reserves.

8. Adequate Emergency and Operating Reserves will be Maintained

Emergency reserves will be maintained at 8% minimum (of General Fund ongoing expenditures, including transfers) and 10% target, operating reserves will be maintained at 2% minimum and 7% maximum, and the City will seek to maintain overall reserves at no less than 16.7% (two months)

9. Adequate Reserves for all Funds

Financial Management will develop and recommend reserve policies for each City fund which will be adopted, as modified, by the City Council.

10. Revenue Projections will be Conservative

Revenue projections are to be objectively prepared using a reasonably conservative approach.

11. Stable Revenue Sources will be Used to Fund Operations

Any revenue that has highly variable component may have only a portion of it, or none of it, budgeted for operations.

Oil revenue will be budgeted at a per barrel price likely to be lower than the average price, based on historical variability.

12. Fiscal Impact Statements Required

For any proposed City Council action, an analysis is to be provided (fiscal impact statement) of the projected or potential fiscal impact on current and future revenues, expenditures, or resources, including staff resources, and on how the action may impact the City's financial or economic position.

13. Current Year Costs will be Funded or an Explanation Provided

The budget will include funding for all costs of operation for the current year or will identify, provide general information on, and discuss any costs not fully funded, including unfunded liabilities, unfunded lifecycle replacement costs, and deferred maintenance.

14. Financial Reporting will use Generally Accepted Standards

The City will prepare annual financial statements in accordance with Generally Accepted Accounting Principles (GAAP), will use a consistent approach to budgetary reporting. Both the basis of accounting and the basis of budgeting will be described in the appropriate documents.

The annual financial report will include a reconciliation of budgetary funds available to the GAAP fund balance or net position.

15. Financial Status will be Reported

The City's CAFR will be made available after completion of the annual audit.

There will be periodic reporting on the budgetary status of the City, particularly the General Fund and other funds that have unusual or problematic status. Any major or critical issue will be reported as soon as it is practical.

16. Financial Status of Major Funds will be Reviewed

The City Manager will annually present a brief report discussing the high-level financial status of each major fund of the City. The report may be incorporated into the proposed budget as a component of each fund's *Fund Summary*.

17. Appropriate Grants will be Sought

The City will seek grants that address City priorities and are believed to provide a substantial net benefit after considering the City's cost to secure and administer the grant and the risk associated with unintentional non-compliance.

The City shall maintain administrative support to ensure compliance with grant terms and requirements.

Prior to grant award, the City Council should be aware of post-grant expectations for funding and continuing or discontinuing of programs; City Council should be informed if the actual situation changes from the original expectations.

18. Debt Maintained at Appropriate Levels

Debt limits will be adopted by the City Council.

The term of debt will generally not exceed the life of the asset being acquired, capital leases for vehicles will be part of a comprehensive strategy, and debt will not be used to fund operations.

A separate policy on debt and debt management will be adopted.

19. Investments will be Conservatively Managed

Investments shall be managed with the priorities of: safety of principal, liquidity (availability of cash), and yield (investment income).

A separate policy on investments and investment management will be adopted.

20. A Long-Term General Financial Plan will be Maintained

A plan will be adopted that outlines general approaches to maintaining and increasing revenues, growing the City's economy for the purpose of revenue generation, and controlling and managing the cost of services and the method of delivery of services.

21. Financial Policies will be Reviewed

Financial policies will be reviewed every three years. The City Manager will report potential non-compliance on any proposed Council action and will report annually on overall compliance and non-compliance with all the financial policies

22. Administrative Procedures to be Consistent with Policy

Administrative procedures shall be consistent with the adopted City Council budgetary and financial policies.

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January 4, 2021

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach, California

SUBJECT: Fiscal Year 2021 Adopted Budget

This transmittal letter and the attachments that follow describe the changes to the Proposed FY 21 Budget made by the City Council, which are reflected in this Adopted Budget. The City Council adopted the City Manager's Proposed FY 21 Budget on September 8, 2020 with changes outlined in the Mayor's 2021 Budget Recommendations and City Council Recommendations. Summaries of these changes are included in the following attachments:

- Mayor's Budget Recommendations (Attachment A)
- FY 21 Budget Adoption Actions Summary from September 8, 2020 –based on the December 29, 2020 memorandum regarding the *FY 21 Budget Adoption Actions* (Attachment B)
- City Council Recommendations for the FY 21 Budget by Sources and Uses (Attachment C)
- General Fund Strategic One-Time Investments: Proposed vs. Adopted (Attachment D)
- Adoption Night Structural Budget Changes (Attachment E)

This past year was an unprecedented year for our City and our nation, as we grappled with a world-wide pandemic, issues surrounding systemic racism, an uncertain economy, and addressing the City's largest budget shortfall in recent history. The \$2.8 billion Adopted FY 21 Budget is balanced using both structural and one-time solutions, including reserves, and achieves many goals despite these challenges. It represents our City's commitment to prioritize the health and safety of our residents, to take action steps towards racial equity and reconciliation, and to maintain core services. We will continue to work diligently to address future challenges in a fiscally prudent way to maintain Long Beach's quality of life and provide great services to our residents.

I want to express my appreciation to the Mayor, the City Council, and the Budget Oversight Committee, for their leadership in reviewing, modifying, and adopting this balanced budget, and to all of the staff who worked diligently to support the Mayor and the City Council in this effort.

Respectively submitted,




THOMAS B. MODICA
CITY MANAGER

Attachments





MAYOR ROBERT GARCIA
CITY OF LONG BEACH

Date: August 31, 2020
To: Chiefs of Staff, Long Beach City Council
From: Diana Tang, Chief of Staff, Office of Mayor Robert Garcia 
Subject: **Addendum Clarifying Mayor Garcia's FY 21 Budget Recommendations**

Earlier this month, Mayor Garcia released his budget recommendations for the FY 2021 budget in partnership with City Manager Tom Modica's budget proposal. This memorandum serves as an addendum to further clarify the earlier memo, which is attached, as it relates to Measure B funding for arts and cultural institutions.

It is projected Measure B, as adopted by voters in March 2020 will generate a total of \$1,700,000 in new revenues to be invested in arts and culture as a part of the City of Long Beach's FY 2021 budget.

As noted in the initial proposal, of the funds to be allocated, 50 percent of revenues will be invested in the Long Beach Convention and Entertainment Center and the other 50 percent distributed to arts organizations. The proposed allocation of funds are as follows with percentages guiding the distribution of revenues.

- \$129,462 or 7.6% for Long Beach Museum of Art
- \$129,462 or 7.6% for Long Beach Symphony Orchestra
- \$129,462 or 7.6% for Museum of Latin American Art
- \$129,462 or 7.6% for Musical Theatre West
- \$64,731 or 3.8% for Camerata Singers of Long Beach
- \$64,731 or 3.8% for Long Beach Playhouse
- \$64,731 or 3.8% for Musica Angelica
- \$64,731 or 3.8% for International City Theatre
- \$64,731 or 3.8% for Long Beach Opera

One-percent of Measure B revenues will be deposited into the Budget Stabilization Fund established by voters in 2016.

If you have questions, please reach out to Diana Tang, Chief of Staff to Mayor Robert Garcia at 562-570-7799 or Diana.Tang@longbeach.gov.

cc: Tom Modica, City Manager



MAYOR ROBERT GARCIA
CITY OF LONG BEACH

Date: August 4, 2020
To: Chiefs of Staff, Long Beach City Council
From: Diana Tang, Chief of Staff, Office of Mayor Robert Garcia
Subject: **Mayor Garcia's FY 21 Budget Recommendations**

Yesterday, Mayor Garcia released his budget recommendations for FY 2021 in partnership with City Manager Tom Modica's budget proposal. The total city budget for FY 2021 will be \$2.6 billion with a general fund of approximately half a billion dollars. Our budget funds an unprecedented effort to fight COVID-19 and keep our city healthy and safe.

Like every budget presented by Mayor Garcia, it's balanced. But it won't surprise anyone that this year will be fiscally challenging. The economic impact of the pandemic - the biggest public health crisis of our lifetime - has meant severely reduced revenue for the city, but that does not mean we cannot still make meaningful investments in our community and protect core-services.

Attached are the Mayor's recommendations to the FY 21 budget totaling \$2.3 million. They include:

- Restoring \$950,000 from staff's proposal to contract out Parking Citation and Customer Service, Public Works Surveying, and Parking Meter Collection and Maintenance using one-time reserves from Measure B, the City's Budget Stabilization Fund that voters approved in 2016.
- Restoring \$247,143 in proposed cuts to the city's public libraries with the opportunity to discuss expanded library access when it is safe to re-open indoor spaces again using one-time reserves from Measure B, the City's Budget Stabilization Fund that voters approved in 2016.
- Using \$188,000 in one-time reserves to prevent youth sport registration fee increases.
- Structurally adding \$300,000 for the Justice Fund and \$200,000 for Language Access to the city's budget using existing city reserves to promote inclusion within city programs, services and initiatives.
- Providing \$250,000 in one-time funds from reserves to support a new Right to Counsel program for renters, similar to representation and counsel provided to immigrants through the Justice Fund, to prevent future homelessness, especially during the COVID-19 crisis which has lead to a national eviction crisis.
- Investing \$100,000 in one-time funds from reserves to establish Public Health Councils to support workplace safety education and outreach for workers.
- Investing \$100,000 in one-time funds from reserves to hire an Economic Equity Specialist to take meaning steps that support public banking and universal basic income in Long Beach.

If you have questions, please reach out to Diana Tang, Chief of Staff to Mayor Robert Garcia at 562-570-7799 or Diana.Tang@longbeach.gov.

CITY OF
LONG BEACH

Fiscal Year
2021
Proposed
Budget

Mayor Robert Garcia

Budget Recommendations

MAYOR ROBERT GARCIA

2021 Budget Recommendations

I am presenting the FY 2021 Budget in partnership with City Manager Tom Modica and like the previous six budgets, it is balanced. I am also including some recommendations for the Council to consider. The City's total proposed FY 2021 budget is \$2.6 billion and funds the operations of a major seaport, city water, storm drain, gas and refuse operations, as well as public safety, parks, libraries and other city functions. FY 2021, unique from past budgets, is a reflection of leading through the COVID-19 pandemic—the largest global public health crisis of our lifetime. Addressing COVID-19 requires sacrifice and hard budget decisions to preserve the future of our city. This budget reimagines ways in which public safety and healthcare services are delivered and continues making large investments to address infrastructure repair, homelessness and health to move Long Beach forward.

The COVID-19 Health Crisis

In March of this year, the city declared a local health and city emergency to strengthen preparedness and our ability to respond to the COVID-19 pandemic. More than 100 city personnel have been dedicated to this crisis and the city has already expended \$100 million to provide 123,000 diagnostic tests, shelter for 300 persons experiencing homelessness, a field hospital, procurement of PPE and contact tracing for more than 8,000 positive cases. While some of these expenditures may be reimbursed by FEMA, much will have to be absorbed by our local budget. We led a coalition of mayors and cities to deliver \$40.5 million from the State through CARES Act funding to support this work and \$13.5 million from the County of Los Angeles to partner on testing. This pandemic has already cost the city more than 180 lives and is the leading cause of death in Long Beach.

Additionally, to support local public health and safety, I am calling for the creation of Public Health Councils, similar to that which is being considered by the County of Los Angeles, to facilitate education concerning workplace safety and health guidance in industries impacted by COVID-19.

A Post-COVID-19 Economy

Because of COVID-19 this country is facing the largest economic crisis since the Great Depression. I am asking the City Council to invest in our local workforce and continue supporting small businesses—especially those that have been negatively impacted by COVID-19 and businesses that were the target of vandalism the night of May 31. For businesses impacted by vandalism the night of May 31, I called for the creation of a \$1 million fund to help repair damages and address losses. We also established an additional \$6.7 million to support small business recovery and resiliency against COVID-19. The City Council should continue to think of ways to support our local small businesses with additional local, federal, and state dollars.

We must also support workers during this pandemic. While the proposed budget includes contracting out Parking Citation Customer Service, Public Works Surveying, and Parking Meter Collection and Maintenance, the City Council should restore these positions and not contract them out. We have good city employees doing this work and it's more reliable to keep our longtime employees performing these services.

The budget also includes a proposal to increase the cannabis tax by 1%. Given the City Council's recent actions to reduce the tax, the Council should give further consideration to this item and discuss how revenues would be spent, as well as opportunities for keeping local cannabis businesses regionally competitive.

In speaking with the community, and as proposed in the People's Budget document, I am asking the City Council to look at job training for disadvantaged workers and exploring and support penalties for workplace non-compliance.

Looking to the future, I propose the city take meaningful steps to support two innovative initiatives that can address income inequality: public banking and universal basic income (UBI). To begin this work, I support hiring an Economic Equity Specialist to support the work of these programs. Long Beach should lead on the creation of a local municipal bank focused on community reinvestment and launch a pilot with foundation partners on universal basic income. We would join 15 cities across the country launching UBI pilots and there is significant private foundation support to do this work.

Racial Justice and Equity

I am proposing to make the Justice Fund and Language Access Programs structural components of the city's budget. Black Americans, Latinos, Cambodians, and other people of color have every right to be included in the city's programs and services—and that means access to information, opportunity and representation. Long Beach has come a long way toward addressing systemic racism, but more work needs to be done to support our local communities. The city's commitment to senior and youth programming is another step in that direction with investment at 11 Be SAFE locations throughout the city and senior programming at the EXPO Center.

The City Council should also look for opportunities to reinvest in Black and communities of color by funding health partnerships, community led-crisis response, violence prevention programs, and investments in public social workers and mental health professionals.

Housing and Homelessness

In FY 21, the city expects to invest \$52 million in addressing homelessness. This includes \$14.8 million in funding from the U.S. Department of Housing and Urban Development to support emergency shelter, homeless prevention, rental assistance and street outreach. In addition to the multiple homeless shelters that have been set up with physical distancing precautions, state funding totaling \$6.9 million will help bring even more unsheltered people indoors to prevent the spread of COVID-19.

To prevent new cases of homelessness, the city adopted a moratorium on all COVID-19 related non-payment of rent evictions on commercial and residential units and a prohibition on late fees and termination of Section 8 housing. Even during the pandemic, we continue to break ground on affordable housing projects and the city passed the first inclusionary housing policy, which I proposed in my FY 20 budget recommendations to encourage future affordable housing.

COVID-19 is causing a national eviction crisis and the City should create a Right to Counsel program, similar to the representation provided to our immigrant community through the Justice Fund. The work of keeping people housed in safe conditions is a large component of community well-being and economic strength and will prevent future homelessness.

Public Health and Safety

We have heard strong community support for new community-based policing models and public health investments. This budget expands that work by combining the Police Department's Quality of Life teams with the Mental Health team to bring a wider breath of resources to incidences that require a more sensitive approach. It also realigns the Police Department's budget with resources across the city to meet community needs. I support the transfer of the city's School Crossing Guard Program out of the Police Department and to the Department of Public Works.

I am also asking the City Manager to actively recruit new individuals with mental health and social services training for the newly created civilian positions that respond to calls for service. In addition, the City should begin a review of all calls for service and explore transitioning non-emergency calls for service to new models and staffing which focus on public health. This could include critical mental health services.

Infrastructure

Measure A, initially passed by Long Beach voters in 2016, was affirmed and extended beyond the original 10-year sunset by voters in 2020 to support infrastructure repair and public safety. I am asking the City Council to begin work on a new 5- year infrastructure plan to begin in 2023 when additional Measure A revenues materialize. Long Beach is already in the midst of the largest infrastructure program in a generation: 380 lane miles of local streets have been resurfaced, 4.25 miles of dirt alleys paved, and repairs and upgrades have been made to more than 70 public facilities. This work continues in the coming year and is outlined in the Capital Improvement Program.

Arts & Culture

Measure B was passed by voters in 2020 and the \$1.7 million in new revenues it will generate to support the arts could not come at a more important time. The arts have been an industry particularly devastated by COVID-19, and as promised, we are proposing to invest all Measure B revenues into supporting local arts organizations and the Long Beach Convention and Entertainment Center where many of these artistic performances are held. We expect Measure B revenues will increase as the economy and tourism rebounds as the world recovers from COVID-19.

Libraries and Youth Sports

As an educator, I know access to libraries is critical. We should maintain the existing library structure until such time all libraries can be reopened safely and library hours and locations can be evaluated with public health guidance in mind. We should not reduce library hours and days from five to three days a week as proposed. The City Council should continue to look at opportunities to reopen primary libraries to seven days per week.

Youth sports are also important to our quality of life and families. The staff proposal includes a new \$25 youth sports registration fee. In a time when families are hurting financially, the City Council should not adopt this new fee.

Climate Change & Action Plan

Global warming is the single largest global threat we face in the future. I urge the City Council and City Manager to begin implementation of the Climate Action and Adaptation Plan (CAAP) with a study on the city's dependence on oil production. We must transition to cleaner energy and more sustainable funding models. There must be long-term alternative funding plans for critical programs, services and obligations currently dependent on oil revenues. This plan should set clear goals, a timeline, and should be completed in 2021.

A New Budget Approach For FY 2022

This budget was prepared while responding to a major health emergency and during rapidly changing economic conditions. The COVID-19 health crisis and our commitment to racial justice and equity will require new approaches to budgeting in the future. I propose the Council direct the City Manager to evaluate and begin a zero-based budgeting approach during this upcoming fiscal year, with earlier community outreach and participation. This approach will allow us to rethink our budget, departments, spending, and better manage pension liabilities, while providing core services. I look forward to working with the Council to adopt and implement this new budget process.

My recommendations total \$2.3 million, funded by Measure B, the City's Budget Stabilization Fund that voters approved in 2016 and additional budget reserves.

For more information on the budget, community budget meetings, and budget survey, visit:
longbeach.gov/finance

The 2020 Census is still underway! Secure millions of dollars of funding and fair representation for the next ten years by completing the census TODAY. Visit www.my2020census.gov or call 1-844-330-2020.
Be Counted, Long Beach!



City of Long Beach
411 W. Ocean Blvd.
Long Beach, CA 90802

Visit us at www.longbeach.gov

   @LongBeachCity

To request this information in an alternative format or to request a reasonable accommodation, please contact Financial Management at 562.570.6225. A minimum of three (3) business days is requested to ensure availability. Reasonable attempts will be made to accommodate request made within less than three business days.

Date: December 29, 2020

To: Thomas B. Modica, City Manager 

From: John Gross, Director of Financial Management 

For: Mayor and Members of the City Council

Subject: **Summary of September 8, 2020 FY 21 Budget Adoption Actions**

At its September 8, 2020 meeting, the City Council adopted the City Manager's Proposed FY 21 Budget with changes from the Mayor's recommendations, Budget Oversight Committee (BOC) recommendations, and other City Council actions. This memorandum provides the list of City Council motions as approved on adoption night, as well as staff notes (*in italics*) for select items to provide clarifications or comments on next steps. The motions are summarized below.

1. Use \$500,120 from reserves to structurally restore positions proposed to be contracted out in Parking Citation and Customer Service, Public Works Surveying, and Parking Meter Collection and Maintenance. The impact of the restoration across All Funds is approximately \$950,000; the reserve use of \$500,120 is to cover the General Fund Group cost portion of the restorations in FY 21, with structural offsets for future years to be identified during those budget processes.
 - *As part of this motion, a total of 13 positions All Funds have been restored that were originally slated to be cut and contracted out as part of the Proposed FY 21 Budget (8.4 FTEs in the General Fund Group, 3.0 FTEs in the Capital Projects Fund Group, and 1.60 FTEs in the Tidelands Fund Group). In the Public Works Department, a total of 4 Parking Citation and 4 Surveyor positions were restored (3.4 FTEs in General Fund Group, 1.60 FTEs in Tidelands Fund Group, and 3.0 FTEs in Capital Projects Fund Group). In the Financial Management Department, 5 Customer Service Representative positions in the Commercial Service Bureau have been restored in the General Fund Group.*

The structural cost/impact for this motion is offset using one-time sources for FY 21. In FY 22, this will add to the structural shortfall and will likely require offsetting FY 22 structural reductions if other sources are not found.

2. Use \$247,143 from reserves to structurally restore the proposed reductions to Library Services and maintain the existing library structure of five days a week until such time that all libraries can be reopened safely per public health guidance, with the opportunity to discuss expanding primary libraries to seven days per week, with structural offsets for future years to be identified during those budget processes.
 - *As part of this motion, a total of 2.3 positions in the General Fund Group have been restored that were originally slated to be cut as part of the Proposed FY 21 budget.*

In the Library Services Department, 4.0 General Librarian FTEs, 1.0 Library Clerk II FTEs, 2.6 Page Non-Career FTEs, and 0.5 Library Aide Non-Career FTE in the Library Services Department have been restored. The proposed addition of 5.0 Library Assistant FTEs and 0.80 Library Clerk I FTEs have been removed.

The structural cost/impact for this motion is offset using one-time sources for FY 21. In FY 22, this will add to the structural shortfall and will likely require offsetting FY 22 structural reductions if other sources are not found.

3. Use \$188,000 from reserves to not implement the proposed new structural youth sports registration fee, with structural offsets for future years to be identified during those budget processes.

- *The structural cost/impact for this motion is offset using one-time sources for FY 21. In FY 22, this will add to the structural shortfall and will likely require offsetting FY 22 structural reductions if other sources are not found.*

4. Use \$300,000 from reserves to structurally add the Justice Fund to the budget in FY 21, with structural offsets for future years to be identified in future budget processes.

- *In FY 19, the City of Long Beach contracted with the Vera Institute of Justice to serve as the fiscal sponsor and program manager that oversees and evaluates the provision of legal services provided by Immigrant Defenders Law Center, a nonprofit legal services provider specializing in deportation defense. This was funded with one-time funds of \$150,000 as part of the Adopted FY 19 budget and \$100,000 from savings in the FY 18 budget. This contract will expire on April 30, 2021. Moving forward with the new funding allocated in the Adopted FY 21 budget, the Office of Equity will coordinate direct implementation of the LB Justice Fund. This new and expanded role will include procurement and oversight of a non-profit legal services provider, program evaluation, stakeholder coordination, fund management and procurement and oversight of any related support services. The Vera Institute of Justice will continue in a more limited role as a partner to provide as-needed technical assistance. The majority of the funding will be prioritized for direct legal services, and a small portion of the funding will be prioritized for support services provided by community-based organizations.*

The structural cost/impact for this motion is offset using one-time sources for FY 21. In FY 22, this will add to the structural shortfall and will likely require offsetting FY 22 structural reductions if other sources are not found.

5. Use \$40,000 from reserves to structurally add the Language Access Program to the budget in FY 21 at \$200,000. The Proposed FY 21 Budget includes a proposed one-time of \$160,000 for the Language Access Program, so an additional \$40,000 is needed from reserves in FY 21, with structural offsets for future years for the full \$200,000 enhancement to be identified in future budget processes.

- *The Office of the City Clerk estimates that the cost to provide two Spanish interpreters for 3-6 hours at 40 City Council meetings in FY 21 would be \$64,000 annually. The estimated cost does not include translation services for other language requests (Tagalog or Khmer). The additional \$40,000 allocated to the Language Access Program in the City Manager's Office during the budget adoption process will provide for regular interpretation provided at 25 City Council meetings. Staff anticipates that an additional \$24,000 will be needed to provide Spanish interpreters at the remaining 15 meetings in FY 21. At this time, the additional \$24,000 is unbudgeted. Staff from the City Manager's Office and City Clerk's Office will monitor utilization of interpretation at City Council meetings along with the associated expenditures in FY 21, and report back to City Council at a future date on whether the additional \$24,000 can be absorbed within the City Manager's General Fund budget, or additional one-time appropriation will be required to support ongoing Spanish interpretation at the remaining 15 City Council meetings.*

The structural cost/impact for this motion is offset using one-time sources for FY 21. In FY 22, this will add to the structural shortfall and will likely require offsetting FY 22 structural reductions if other sources are not found.

6. Use \$100,000 from reserves for one-time support to create Public Health Councils to facilitate education concerning workplace safety and health guidance in industries impacted by COVID-19.
 - *The Health and Human Services and Development Services Departments will coordinate with Los Angeles County to identify key implementation strategies as well as research Public Health Councils to determine best practice models to inform implementation within the City of Long Beach. This program will include business and employee education regarding safe COVID-19 prevention practices as well as provide opportunities for employees to report COVID-19 procedural violations without fear of retaliation.*
7. Use \$100,000 from reserves for one-time support to hire an Economic Equity Specialist to address income inequality by exploring and supporting public banking and universal basic income.
 - *The Economic Development Department will manage these one-time funds to advance the two initiatives through the Department's Workforce Development Bureau, allowing the bureau to leverage existing funding and effort, avoid duplication, and move more quickly toward presenting options for potential full scale implementation. These funds, supplemented with federal grants, will be used to hire an Economic Equity Specialist. As the funding for this position is one-time in nature, the position will be eliminated once funding is gone, unless future federal grants or other offsets are identified.*
8. Use \$250,000 from reserves for one-time support to create a Right to Counsel program to keep people housed in safe conditions in light of the national eviction crisis brought on by COVID-19.

- *On December 8, 2020 the City Council authorized the City Manager to enter into a MOU with the County of Los Angeles for right to counsel services. Staff is currently negotiating that agreement to assure Long Beach residents have access to City and County funded services. The program will become available in the spring with exact timing dependent on the expiration of various federal, state and local eviction moratoriums.*
9. Request City Council and City Manager to look at job training for disadvantaged workers and explore and support penalties for workplace non-compliance.
- *The Workforce Development Bureau in the Economic Development Department, through the Pacific Gateway Workforce Innovation Network (PGWIN), assists Long Beach adults and youth by providing core services such as occupational skills training scholarships for gainful employment and skills upgrade, employment recruitment outreach, pre-vocational and skills development workshops, internships, work experience (WEX) and on-the-job training (OJT). Additionally, PGWIN provides employment placement (OJT and WEX), employment retention and lay-off aversion services to businesses and organizations. The City currently evaluates COVID-19 workplace compliance based on proactive visits as well as calls to our dedicated Venue Task Force. In addition to enforcing the City's health order as it relates to a business' workplace set up and operation, the Venue Task Force Team also evaluates sanitary protocols and other worker safety measures in the health order during compliance visits. To further support workplace safety, City staff will conduct additional research to seek what kind of funding or possible legislative action might be possible related to workplace non-compliance and will come back to the City Council in the future with any new information.*
10. Request the City Manager to actively recruit new individuals with mental health and social services training for the newly created civilian positions that respond to calls for service.
- *As part of the Adopted FY 21 Budget, the Police Department will proceed with creating a new classification entitled the Community Service Assistant. This classification is currently used by other neighboring and local agencies. The purpose of this classification is to civilianize functions performed by police officers that do not warrant a police response as a cost saving measure. The intention is to have Community Service Assistants respond to non-violent and non-criminal calls for service that are mostly related to parking situations and taking property crime reports with no suspect present.*

The proposed Community Services Assistant functions are not intended to include targeted or specified mental health service response. This concept would require further assessment and identification of a new classification to perform mental health and social support services. Requiring this singular and specific type of field response would also require a higher salary range than what is proposed for the Community Services Assistant classification. Lastly, LBPd is budgeted only 4 Community Services Assistants assigned to each of the 4 patrol divisions. There should be caution in overloading the duties of this position with

additional mental health and social services duties, especially as a new classification.

However, previous experience in the mental health field is widely attributed as being a desirable trait among many public service fields. Accordingly, the Police Department is working with the Civil Service and Human Resources Departments to include the desirability of this experience in the publicly released job posting. Additionally, the Police Department will work with regional local partners in the mental health field to announce and advertise this position. It is important to note that this is a new program to the Police Department and the job classifications and salary range requires meet and confer with both the IAM and Police Officers Association, which will be soon underway in late 2020.

11. Request the City Manager to review all 911 calls for service and explore transitioning non-emergency calls for service to new models and staffing that focus on public health and mental health services.
 - *City staff are currently conducting research on several Alternative Safety Models that currently exist in cities across the country. Once data are collected, a City workgroup comprised of various departments including Police, Fire, Disaster Preparedness and Emergency Communications, and Health and Human Services will work to design a model that fits the specific needs for Long Beach. Design of such a model will take at minimum six to nine months to ensure compatibility with the calls for service and the need within the community. Upon design completion, City staff will present back to the City Council and implement any approved pilot program.*
12. Request City Council and City Manager to begin work on a new five-year infrastructure plan to begin in 2023 when additional Measure A revenues materialize.
 - *The Measure A out-year plan in the FY 21 budget includes revenue updates associated with the impact of the extension to Measure A approved on the March 3, 2020 ballot. This ballot eliminated the 10-year sunset. Measure A funds will continue to support the public safety restorations and positions maintained since the inception of Measure A. These allocations do not yet include future funding anticipated to be available beginning in FY 23. As requested by the City Council, the allocation of these future funds, inclusive of a new five-year infrastructure plan, will be proposed and discussed as part of the FY 22 budget development process.*
13. Request the City Council and City Manager to begin implementation of the Climate Action and Adaptation Plan (CAAP) with a study on the City's dependence on oil production to transition to cleaner energy and more sustainable funding models, and to develop long-term alternative funding plans for critical programs, services, and obligations currently dependent on oil revenues. This plan should set clear goals, a timeline, and should be completed in 2021.
 - *Staff will begin working on a report and will issue a memo to the City Council prior to the end of 2021 and before the finalization of the FY 22 budget.*

14. Request the City Council and City Manager to evaluate and begin a zero-based budgeting approach for FY 22, with earlier community outreach and participation.
 - *Staff is developing a process for FY 22 that incorporates zero-based budgeting elements along with earlier and more robust community engagement. The plan and approach will be presented to the City Council early in the 2021 calendar year.*
15. Use \$1,700,000 of projected new Measure B (2020) funds in FY 21 to support local arts organizations and the Long Beach Convention and Entertainment Center. The proposed allocation of funds are as follows:
 - a. \$841,500 or 49.5% for Long Beach Convention and Entertainment Center
 - b. \$60,000 or 3.5% for the African American Cultural Center
 - c. \$60,000 or 3.5% for Camerata Singers of Long Beach
 - d. \$60,000 or 3.5% for Long Beach Playhouse
 - e. \$60,000 or 3.5% for Musica Angelica
 - f. \$60,000 or 3.5% for International City Theatre
 - g. \$60,000 or 3.5% for Long Beach Opera
 - h. \$120,375 or 7.1% for Long Beach Museum of Art
 - i. \$120,375 or 7.1% for Long Beach Symphony Orchestra
 - j. \$120,375 or 7.1% for Museum of Latin American Art
 - k. \$120,375 or 7.1% for Musical Theatre West
 - l. \$17,000 or 1% for Measure B Budget Stabilization Fund
 - *On July 1, 2020, the City began collecting Measure B revenue from Hotel Operators. Arts organizations selected to receive a portion of the one percent TOT increase will receive payments on a quarterly basis, approximately 60 days after the close of each quarter. Payments will be based upon actual TOT revenues received by the City, which will fluctuate on a quarterly basis. Budget adjustments may be required to align with actual payments to organizations, offset by TOT revenues. Additionally, the percentages listed above will be revised proportionately if no funding for the one percent Measure B Stabilization Fund is allocated due to the economic status.*
16. For any use of reserves, the priority of use is in the following order (until there is no funding available in each reserve): Measure B Budget Stabilization Fund (item must be a Measure B authorized use), Unfunded Liability Reserve, Operating Reserve, and then the Emergency Reserve.
 - *Reserves will be utilized in the order listed above as directed.*
17. Motion to delay the transfer of the HEART Teams from the Fire Department to the Health Department for an estimated six months until staff reports to the City Council on the details of the proposed new model and plan, including information on how the transition will be implemented with no gaps in service, how the plan compares to national best practices, and how any medical regulations/requirements are being addressed. Recognize a one-time savings in the Health Department of \$207,200 and a one-time cost in the Fire

Department of \$435,232 resulting from the delay, for a total citywide impact to the General Fund Group of \$228,032.

- *The Departments of Health and Human Services, Fire, Police, and Disaster Preparedness will collaborate to develop a plan to further leverage the Health Department's outreach strategies to include public health nursing and mental health supports. Once the plan is completed and staff is hired, the new Homeless Services health and mental health response team will begin services and the current HEART team model will sunset. This information will be reported back to the City Council before any changes are made.*
18. Motion to extend business hours for dispensaries by two hours but delay the BOC proposed revision on the proposed business license tax increase on cannabis businesses, which was to reduce the proposed one percent increase to a 0.5 percent increase, until an economic impact study can be conducted and evaluated; no increase to cannabis business license tax results in lower projected FY 21 General Fund Group revenues by \$600,000. Request the City Manager to bring back this item mid-year for review.
- *On October 13, 2020, the City Council approved an ordinance to extend the hours of operation for medical and adult-use cannabis dispensaries by two hours. The ordinance took effect on November 27, 2020. Staff will bring back a report mid-year to the City Council for re-evaluation of the potential option of increasing the cannabis business license tax.*
19. Motion to add one-time funds of \$350,000 in the General Fund Group for a Fireworks Enforcement Team pilot in FY 21 to mitigate the illegal use of fireworks and explosives in Long Beach.
- *In June 2020, the City Manager organized an interdepartmental Working Group comprised of Department heads or their deputies in Fire, Police, City Attorney, and the City Prosecutor to collaborate and develop a proactive strategy to address the illegal use of fireworks and explosives in the community. The \$350,000 allocation will be used on strategies to mitigate the negative impacts of these devices in neighborhoods and sensitive populations throughout the City. These strategies will be focused on efforts to interrupt the supply chain, data collection techniques to track violations in real time, increase community outreach and education, enhanced fines and penalties, as well as enforcement. Mid-year budget adjustments may be requested depending on the allocation of these funds to specific departments.*
20. Motion to appropriate \$95,374 in the General Fund Group in the Police Department to structurally support the expansion of coverage and services typically done by Park Rangers to include Bixby Park and McArthur Park; request the City Manager to report back early in FY 21 on an implementation plan, which could include the hiring of a Park Ranger position or other operational models to accomplish the service goal.
- *Due to the constraints and timeline with onboarding and conducting a background check of a new Park Ranger, the Police Department recommends that, for the short-*

term, law enforcement services be provided to Bixby Park and McArthur Park through existing Police Department resources. Staff will continue to evaluate options including the hiring of a Park Ranger position and will report back to City Council at a later date. Bixby Park and McArthur Park fall under the East and West Patrol Divisions, respectively. The East and West Patrol Commanders will maintain management oversight of the public safety services provided to each park. In order to provide services to the parks effective October 1, 2020, it is recommended that patrol officers along with park rangers be utilized on overtime with the \$95,374 as a funding source. Each park will receive approximately 475 hours of service from Police Officers and 280 hours of service from Park Rangers for 19 weeks in FY 21. Coverage will be in 5 hour blocks, per officer, and will provide approximately 30 hours of public safety per week. Service will also be tailored according to crime and quality of life trends, patterns, as well as residents' concerns observed at each location.

21. Motion to appropriate \$339,044 in the General Fund Group in the Police Department to structurally restore the two Detectives in the Violent Sexual Predator Unit (Detectives Division), and as a result, not include the proposed addition of a Police Investigator Non-career position. These positions are assigned to monitor and investigate sex offender compliance.
22. Motion to appropriate \$213,320 in the General Fund Group in the Police Department to structurally restore one Police Officer position in the K-9 Unit; the Proposed Budget had reduced three Police Officer positions and this motion results in a total of only two Police Officer positions being reduced.
23. Motion to reduce \$600,000 in the General Fund Group on a one-time basis for the Police South Division Pine Overtime Program (leaving \$125,000 remaining in the Program for FY 21) to help temporarily offset the restoration of the Violent Sexual Predator Unit and the K-9 Unit positions, and the additional support for Park Ranger-related coverage and services.
24. Motion to request Elected Departments to contribute additional structural reductions from approximately four percent to approximately five percent of their budgets, for an additional General Fund Group savings of \$188,655. This would be an additional reduction of \$27,982 for City Auditor; \$64,375 for City Prosecutor; \$62,834 for Legislative Department, and \$33,464 for City Attorney.
 - *Budgeted appropriations for the Adopted FY 21 budgets were reduced by the indicated amounts for the Elected Departments.*
25. Motion to increase the current 1.5 percent General Fund Group vacancy factor for non-sworn personnel to 1.8 percent for FY 21 only, generating one-time savings of \$465,606 in FY 21 to reflect potential budget reductions in FY 22; include a technical adjustment to the existing 1.5 percent vacancy savings factor budget, saving an additional \$171,509 in the General Fund Group. This results in a total FY 21 savings of \$637,115 in the General Fund Group.

26. Motion to increase appropriation by \$292,521 in the Tidelands Operating Fund Group in the Fire Department to restore the Marine Safety Officer position and, as a result, not include the proposed upgrade of Clerk Typist III to an Assistant Administrative Analyst I position; and to restore the reduction of the non-career lifeguard staffing, which was proposed to go from 20.83 FTE to 18.75 FTE. This will be funded with Tidelands Operating Fund reserves as needed. Include the review of the Marine Safety Operations as part of comprehensive study of Fire Department in FY 21.
27. Motion to request the City Manager to pursue potential waivers for some requirements of the SAFER grant, specifically regarding the Maintenance of Effort provision and the grant period timeline that currently make it prohibitive from a financial and budgetary viewpoint to accept the grant; staff should report back to the City Council during FY 21 with a status update.
 - *On August 26, 2020, the City Manager sent a letter to FEMA and our Federal delegation (Senators Feinstein and Harris, and Congressmembers Lowenthal and Barragan), requesting an economic hardship waiver and modifications for the 2018 SAFER grant including areas of cost-sharing and staffing maintenance requirements and an extension of the period of performance. Staff is continuing to engage and explore what options might be available regarding cost share, maintenance requirements, and period of performance related to the SAFER, and will report back to the City Council with a status update at a later time.*
28. Motion to request the City Manager to study and report back to the City Council during FY 21 on options for restructuring library services including the potential of expanding library hours at some locations. The study should include usage statistics, building conditions, changing usage of library facilities, and other factors appropriate for decision-making on future changes.
 - *The Department of Library Services will present options for restructuring library services as requested in early calendar year 2021.*
29. Motion to request the City Manager to study and report back to the City Council during FY 21 on potential organizational changes that will reduce costs for FY 22 with the least impact on services and ability to manage and control operations and finances.
 - *The City Manager and staff will be evaluating options for organizational changes or efficiencies that might result in budgetary savings for FY 22 through an internal committee to assess ideas, an internal employee survey, and early discussions with departments on budget scenarios. Any option that fits into the overall prioritization of the City and meets reduction goals will be included as part of the City Manager's proposed budget for City Council to review.*
30. Motion to request the City Manager to hold positions vacant, where practical and feasible, to maximize vacancy saving in FY 21 and to prepare for potential staffing reductions in FY 22.

- *Staff will be evaluating positions carefully before hiring to ensure that opportunities for savings are maximized where practical and feasible without significantly adversely impacting City Council priorities.*

31. Motion to use 70 percent of the General Fund Group contribution for fleet capital in FY 21 to fund streets and alleys allocated based on the worst streets/alleys, as determined by staff, spread geographically with 80 percent going to streets and 20 percent going to alleys.

- *A \$5.6 million reduction of funding for General Fund vehicles (including police interceptors and street maintenance vehicles) was made based on Fleet's best recommendation to mitigate impact. In addition to extended life cycles, this action will contribute to increased maintenance and future replacement costs as vehicles will be one year older before replacement.*
- *The motion passed by the City Council allocates \$5.6 million based on the "worst" streets and alleys, as determined by staff, to be spread geographically with allocations of 80 percent to streets and 20 percent to alleys. This methodology will allow staff to address multiple worst streets segments at a time, and repair an alley in those districts that do not get a worst street addressed in this round. It is important to note that this approach differs from the traditional Pavement Management Program (PMP) best management practices, which focuses on maintaining streets in good condition to prevent them from degrading to a poor/very poor condition. While the "worst" streets in poor/very poor condition are high need, they are also the most expensive to repair, as demonstrated in the following table:*

PCI Range	Rating	Relative Avg. Cost per sq. ft.*	Repair Approach
85-100	Excellent	\$3-4	Like new condition. Little to no maintenance required. Routine maintenance as-needed.
70-85	Very Good	\$3-10	Routine maintenance such as patching and crack sealing with surface treatments such as seal coats or slurries.
60-70	Good	\$13-20	Heavier surface treatments and thin overlays. Localized panel replacements.
40-60	Fair to Marginal	\$13-25	Optimum timing for thin to moderate overlay. Early lower costs to repair with greater returns.
30-40	Poor	\$20-30	Partial structural failure. Sections will require very thick overlays, surface replacement, base reconstruction, and possible subgrade stabilization.
0-30	Very Poor	\$25-40	Structural failure. Requires reconstruction, which is the most expensive and impactful repair method.

**Avg. cost is provided as reference for asphalt concrete roadway only, actual costs vary greatly depending on actual field conditions and associated concrete improvements required to be improved.*

Relative Unit Costs Based on Pavement Condition

- Fewer streets can be reconstructed when compared to performing preventative crack and slurry sealing to prolong the lifecycle of a good street and maintain a higher overall pavement condition index (PCI) citywide.
- However, given the City Council's specific direction, staff identified and allocated the additional street funding to three "worst" streets that could be delivered within the available budget. There are seven additional backlog street segments that have been publicly identified and are currently unfunded. The other \$1.12 million in alley dollars will be allocated toward alleys in poor/very poor conditions and will be programmed in districts not part of the first set of "worst" streets to ensure geographical spread as requested by the City Council. In addition, staff continue to work toward key corridor projects on Artesia Boulevard, Market Street, Anaheim Street, and Studebaker Road that will address deteriorated pavement conditions as part of the project. Design of the first three projects is tentatively scheduled for completion in the next 12 months, with design of the last project tentatively scheduled to be completed by the end of 2022.

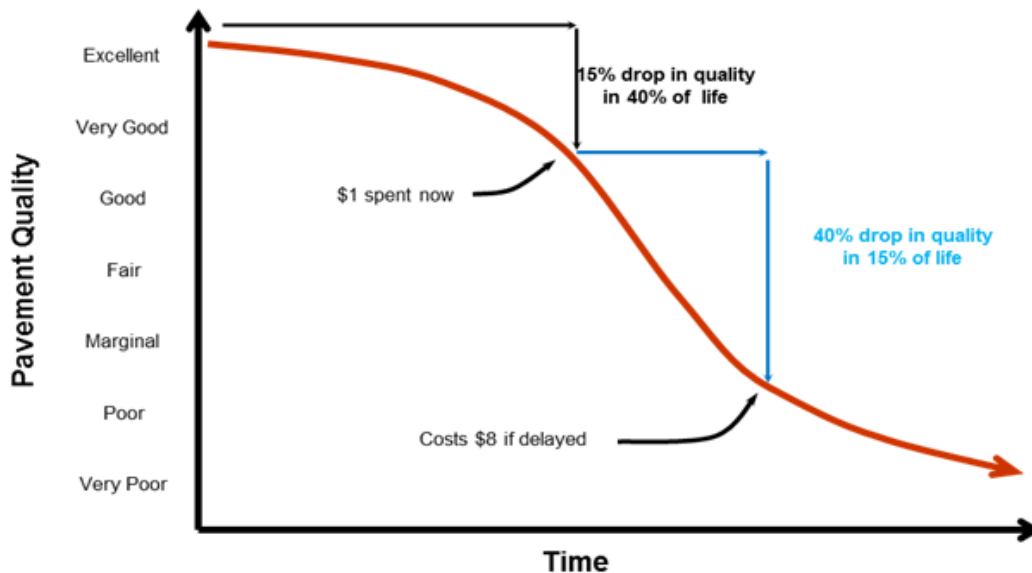
The worst street segments below are all in very poor condition and have been identified by staff for programming:

CD	Street	From	To	SF	Estimated Cost
4	E 17th St	Obispo Ave	Redondo Ave	11,880	\$540,000
3	Winslow Ave	Colorado St	4th St	23,100	\$1,005,000
5	Conant St	Clark Ave	Rutgers Ave	67,705	\$2,935,000
Segments within budget =					\$4,480,000
CD	Street	From	To	SF	Estimated Cost
2	Bermuda St	Cherry Ave	Junipero Ave	29,085	\$1,200,000
6	Peterson Ave	Anaheim St	15th St	46,130	\$1,850,000
8	Locust Ave	Silva St	Mountain View St	55,770	\$2,230,000
8	Atlantic Ave E Svc Rd	45th St	46th St	58,816	\$2,350,000
5	Conant St	Rutgers Ave	Marber Ave	64,710	\$2,585,000
2, 6	E 11th St	Orange Ave	Minerva Park	66,640	\$2,665,000
3	Appian Way	Ancona Dr	2nd St	93,027	\$3,720,000
Segments beyond existing budget =					\$16,600,000

- In researching this item, staff determined that the Budget Oversight Committee motion (adopted as part of the FY 18 Adopted Budget) to reallocate street dollars based on need rather than 50 percent by district and 50 percent by need was not implemented. Funding for streets in the FY 19 and FY 20 budget have already been assigned to projects on the infrastructure map and communicated to the public. Thus, starting with the next round of available dollars for residential streets, funds will be distributed based on 100 percent need, as follows:

CD	% Budget Distribution Based on Need	FY21 Budget Residential Program Allocations by District
1	5.8	\$ 597,400
2	4.1	\$ 422,300
3	12.6	\$ 1,297,800
4	11.3	\$ 1,163,900
5	23.9	\$ 2,461,700
6	7.2	\$ 741,600
7	12.7	\$ 1,308,100
8	10.9	\$ 1,122,700
9	11.5	\$ 1,184,500
TOTAL	100%	\$ 10,300,000

- The need percentages above are per the City's 2018 PMP and are subject to change during the 2021 PMP Update. In addition to using need and the worst streets approach to allocate dollars to specific projects, City staff strongly recommend the continued consideration of traditional pavement management best management practices to maximize available resources, even if that means prioritizing streets in fair/good condition over streets in poor/very poor condition, otherwise, those streets in fair/good condition will very quickly deteriorate and enter the poor/very poor category, as exemplified by the following chart:



- When deciding to repair a street, pavement programming decisions are guided the City's PMP, which makes best use of our limited funds by balancing maintenance of our "good" streets, while also spending some funding toward eliminating our backlog of streets in "poor/very poor" condition. In addition to PCI and the PMP, pavement decisions are made in conjunction with the City's Infrastructure Investment Plan and coordinated with projects from developers, utility companies, and other departments and agencies. Daily traffic flow and available budget is also considered.

32. Motion to request the City Manager to explore potential housing positions and potential use of funding set aside for reconciliation efforts to see what options are available for additional housing services.
- *The Departments of Health and Human Services and Development Services will develop a “no wrong door” approach to providing housing information to those seeking assistance. Staff in the Housing Division in the Development Services Department, and the Homeless Services Division, Housing Authority, and the Basic Needs line in the Health and Human Services Department will be cross-trained to ensure that when a person contacts any of these or other City housing programs seeking assistance, they receive information and/or referral to the appropriate resource to address their housing needs, including the Right to Counsel program, if legal assistance is required. Further, staff will collaborate to promote the City’s available housing assistance programs and to expand its partnership with the Fair Housing Founding for additional assistance. City staff will gather and develop the appropriate information by the end of December 2020 and train staff in early 2021. In addition, the new position being hired by the Homeless Services Division to ensure the coordination and implementation of the Everyone Home Long Beach plan will coordinate closely with Development Services to promote and ensure equity in the implementation of all housing and homeless assistance programs. This position will be in place by January 2021.*
33. Motion to request the City Manager to explore ways to make Spanish language access available at City Council meetings as a standard service, rather than being available only upon request.
- *See staff response and comment under #5.*
34. Motion to request the City Manager to report back in a memo to the City Council on any General City annual membership fees where the City is the member for organizations that exceed \$3,000 and include information on funding sources for the fees.
- *Staff will compile this information and provide it to the City Council in a separate communication.*
35. The following information was not an adoption night motion, but additional implementation steps for City Council regarding funds included in the budget for racial reconciliation and equity. As part of the Adopted FY 21 budget, \$1.5 million was structurally added to the General Fund in the Health Department for the implementation of the Racial Equity and Reconciliation Initiative. These funds will focus on health and housing equity, youth development, and violence prevention with the creation of seven new positions that will help to leverage existing positions to implement the Office of Youth Development, strengthen violence prevention and increase re-entry opportunities, and focus on improving health outcomes for communities experiencing the largest health disparities. A high-level breakdown of the use of the funds are listed below and additional information will be included in the Adopted FY 21 Budget Book.

Summary of September 8, 2020 FY 21 Budget Adoption Actions

December 29, 2020

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Description	Classification	FTE	Budget
Office of Youth Development			
Office of Youth Development Program Manager	Public Health Professional III	1.00	\$ 125,211
Program Coordinator	Public Health Professional I	1.00	\$ 106,833
Community Health Workers	CBO Contract	-	\$ 100,000
Safe Long Beach Violence Prevention and Reentry			
Safe Long Beach Program Coordinator	Public Health Associate III	1.00	\$ 105,378
Reentry Coordinator	Public Health Professional I	1.00	\$ 106,833
Health Equity			
Health Equity Program Manager	Public Health Professional III	1.00	\$ 125,211
Program Coordinator (focused on areas of greatest health disparities)	Public Health Associate III	1.00	\$ 105,378
Program Administration - Process contracts, monitor budget, process personnel reqs, etc.	Administrative Analyst II	1.00	\$ 119,672
Other			
Materials and Supplies, Publications, Computer Lease, Training, Community Based Organization Programming, etc.			\$ 605,485
Total Budget		7.00	\$ 1,500,000

If you have any questions regarding this matter, please contact Budget Manager Grace H. Yoon at (562) 570-6408.

CC: CHARLES PARKIN, CITY ATTORNEY
DOUGLAS P. HAUBERT, CITY PROSECUTOR
LAURA L. DOUD, CITY AUDITOR
LINDA F. TATUM, ASSISTANT CITY MANAGER
KEVIN JACKSON, DEPUTY CITY MANAGER
TERESA CHANDLER, DEPUTY CITY MANAGER
REBECCA GUZMAN GARNER, ADMINISTRATIVE DEPUTY CITY MANAGER
MONIQUE DE LA GARZA, CITY CLERK (REF. FILE #20-0831)
DEPARTMENT HEADS

City Council Recommendations for the FY 21 Budget

The City Council approved the following adjustments and recommendations, including the Mayor's recommendations, Budget Oversight Committee recommendations, and City Council adjustments:

USES

General Fund Group - One-time Uses

Create Public Health Councils to facilitate education concerning workplace safety and health guidance in industries impacted by COVID-19.	\$ 100,000
Hire an Economic Equity Specialist to address income inequality by exploring and supporting public banking and universal basic income.	100,000
Create a Right to Counsel program to keep people housed in safe conditions in light of the national eviction crisis brought on by COVID-19.	250,000
Delay the transfer of the HEART Teams from the Fire Department to the Health Department for an estimated six months until staff reports to City Council on the details of the proposed new model and plan, including information on how the transition will be implemented with no gaps in service, how the plan compares to national best practices, and how any medical regulations/requirements are being addressed. Recognize a one-time savings in the Health Department of \$207,200 and a one-time cost in the Fire Department of \$435,232 resulting from the delay, for a total citywide impact to the General Fund Group of \$228,032.	228,032
Implement a Fireworks Enforcement Team pilot in FY 21 to mitigate the illegal use of fireworks and explosives in Long Beach.	350,000
Reduce \$600,000 in the General Fund Group on a one-time basis for the Police South Division Pine Overtime Program (leaving \$125,000 remaining in Program for FY 21) to help temporarily offset the restoration of the Violent Sexual Predator Unit and the K-9 Unit positions, and the additional support for Park Ranger-related coverage and services.	(600,000)
Increase the current 1.5 percent General Fund Group vacancy factor for non-sworn personnel to 1.8 percent for FY 21 only, generating one-time savings of \$465,606 in FY 21 to reflect potential budget reductions in FY 22.	(465,606)
Subtotal General Fund Group One-Time Uses	\$ (37,574)

General Fund Group - Structural Uses

Restore positions proposed to be contracted out in Parking Citation and Customer Service, Public Works Surveying, and Parking Meter Collection and Maintenance. The reserve use of \$500,120 is to cover the General Fund Group portion of the cost for the restorations in FY 21 with structural offsets for future years to be identified during those budget processes.	\$ 500,120
Restore the proposed reductions to Library Services and maintain the existing library structure of five days per week until such time that all libraries can be reopened safely per public health guidance, with the opportunity to discuss expanding primary libraries to seven days per week; with structural offsets for future years to be identified during those budget processes.	247,143
Structurally add the Justice Fund to the budget in FY 21, with structural offsets for future years to be identified in future budget processes.	300,000
Structurally add the Language Access Program to the budget in FY 21 at \$200,000. The Proposed FY 21 Budget includes a proposed one-time of \$160,000 for the Language Access Program, so an additional \$40,000 is needed from reserves in FY 21, with structural offsets for future years for the full \$200,000 to be identified in future budget processes.	40,000

City Council Recommendations for the FY 21 Budget

Appropriate \$95,374 in the General Fund Group in the Police Department to structurally support the expansion of coverage and services typically done by Park Rangers to include Bixby Park and McArthur Park; request the City Manager to report back early in FY 21 on an implementation plan, which could include the hiring of a Park Ranger position or other operational models to accomplish the service goal.	95,374
Appropriate \$339,044 in the General Fund Group in the Police Department to structurally restore the two Detectives in the Violent Sexual Predator Unit (Detectives Division), and as a result, not include the proposed addition of a Police Investigator Non-career position. These positions are assigned to monitor and investigate sex offender compliance.	339,044
Appropriate \$213,320 in the General Fund Group in the Police Department to structurally restore one Police Officer position in the K-9 Unit; the Proposed Budget had reduced three Police Officer positions and this motion results in a total of only two Police Officer positions being reduced.	213,320
Request Elected Departments to contribute additional structural reductions from approximately 4 percent to approximately 5 percent of their budgets, for an additional General Fund Group savings of \$188,655. This would be an additional reduction of \$27,982 for City Auditor; \$64,375 for City Prosecutor; \$62,834 for Legislative Department; and \$33,464 for City Attorney.	(188,655)
Technical adjustment to the existing 1.5 percent vacancy savings factor budget, saving an additional \$171,509 in the General Fund Group.	(171,509)

Subtotal General Fund Group Structural Uses \$ 1,374,837

TOTAL USES (GENERAL FUND GROUP) \$ 1,337,263

Tidelands Operations Fund Group - Structural Uses

Restore positions proposed to be contracted out in Parking Meter Collection and Maintenance.	\$ 56,862
Increase appropriation by \$292,521 in the Tidelands Operating Fund Group in the Fire Department to restore the Marine Safety Officer position and, as a result, not include the proposed upgrade of Clerk Typist III to an Assistant Administrative Analyst I position; and to restore the reduction of the non-career lifeguard staffing, which was proposed to go from 20.83 FTE to 18.75 FTE. This will be funded with Tidelands Operating Fund reserves as needed. Include the review of the Marine Safety Operations as part of comprehensive study of Fire Department in FY 21.	292,521

Subtotal Tidelands Operations Fund Group - Structural Uses \$ 349,383

TOTAL USES (TIDELANDS OPERATIONS FUND GROUP) \$ 349,383

TOTAL USES (ALL FUND GROUPS) \$ 1,686,646

City Council Recommendations for the FY 21 Budget

SOURCES

General Fund Group - One-time Sources

City's reserves for Mayor's recommendations	\$ 1,725,263
City's reserves for BOC/City Council's recommendations	400,000
Subtotal General Fund Group One-time Sources	\$ 2,125,263

General Fund Group - Structural Sources

Do not implement the proposed new structural new youth sports registration fee, with structural offsets for future years to be identified during those budget processes.	\$ (188,000)
Motion to extend business hours for dispensaries by 2 hours but delay the BOC proposed revision on the proposed business license tax increase on Cannabis businesses, which was to reduce the proposed 1 percent increase to a 0.5 percent increase, until an economic impact study can be conducted and evaluated; no increase to cannabis business license tax results in lower projected FY 21 General Fund Group revenues by \$600,000. Request City Manager to bring back this item mid-year for review.	(600,000)
Subtotal General Fund Group Structural Sources	\$ (788,000)

TOTAL SOURCES (GENERAL FUND GROUP) \$ 1,337,263

Tidelands Operations Fund Group - Structural Sources

Tidelands Operations Funds Available or Reserves (Mayor's recommendations)	\$ 56,862
Tidelands Operations Funds Available or Reserves (BOC's recommendations)	292,521
Subtotal Tidelands Operations Fund Group Structural Sources	\$ 349,383

TOTAL SOURCES (TIDELANDS OPERATIONS FUND GROUP) \$ 349,383

TOTAL SOURCES (ALL FUND GROUPS) \$ 1,686,646

Other Notes/Changes

Request City Council and City Manager to look at job training for disadvantaged workers and explore and support penalties for workplace non-compliance.
Request the City Manager to actively recruit individuals with mental health and social services training for the newly created civilian positions that respond to calls for service.
Request the City Manager to review all 911 calls for service and explore transitioning non-emergency calls for service to new models and staffing which focus on public health and mental health services.
Request City Council and City Manager to begin work on a new 5-year infrastructure plan to begin in 2023 when additional Measure A revenues materialize.
Request the City Council and City Manager to begin implementation of the Climate Action and Adaptation Plan (CAAP) with a study on the City's dependence on oil production to transition to cleaner energy and more sustainable funding models, and to develop long-term alternative funding plans for critical programs, services and obligations currently dependent on oil revenues. This plan should set clear goals, a timeline, and should be completed in 2021.
Request the City Council and City Manager to evaluate and begin a zero-based budgeting approach for FY 22, with earlier community outreach and participation.

City Council Recommendations for the FY 21 Budget

Use \$1,700,000 of projected new Measure B (2020) funds in FY 21 to support local arts organizations and the Long Beach Convention and Entertainment Center. The proposed allocation of funds are as follows:

- i. \$841,500 or 49.5% for Long Beach Convention and Entertainment Center
- ii. \$60,000 or 3.5% for the African American Cultural Center
- ii. \$60,000 or 3.5% for Camerata Singers of Long Beach
- iii. \$60,000 or 3.5% for Long Beach Playhouse
- iv. \$60,000 or 3.5% for Musica Angelica
- v. \$60,000 or 3.5% for International City Theatre
- vi. \$60,000 or 3.5% for Long Beach Opera
- vii. \$120,375 or 7.1% for Long Beach Museum of Art
- viii. \$120,375 or 7.1% for Long Beach Symphony Orchestra
- ix. \$120,375 or 7.1% for Museum of Latin American Art
- x. \$120,375 or 7.1% for Musical Theatre West
- xi. \$17,000 or 1% for Measure B Budget Stabilization Fund

For any use of reserves, the priority of use is in the following order (until there is no funding available in each reserve): Measure B Budget Stabilization Fund (item must be a Measure B authorized use), Unfunded Liability Reserve, Operating Reserve, and then the Emergency Reserve.

Request the City Manager to pursue potential waivers for some requirements of the SAFER grant, specifically regarding the Maintenance of Effort provision and the grant period timeline that currently make it prohibitive from a financial and budgetary viewpoint to accept the grant; staff should report back to City Council during FY 21 with a status update.

Request the City Manager to study and report back to City Council during FY 21 on options for restructuring library services including the potential of expanding library hours at some locations. Study should include usage statistics, building conditions, changing usage of library facilities, and other factors appropriate for decision-making on future changes.

Request the City Manager to study and report back to City Council during FY 21 on potential organizational changes that will reduce costs for FY 22 with the least impact on services and ability to manage and control operations and finances.

Request the City Manager to hold positions vacant, where practical and feasible, to maximize vacancy saving in FY 21 and to prepare for potential staffing reductions in FY 22.

Request the City Manager to explore potential housing positions and potential use of funding set aside for reconciliation efforts to see what options are available for additional housing services.

Request the City Manager to explore ways to make Spanish language access available at City Council meetings as a standard service, rather than being available only upon request.

Request the City Manager to report back in a memo to City Council on any General City annual membership fees where the City is the member for organizations that exceed \$3,000 and include information on funding sources for the fees.

Use 70% of General Fund Group contribution for fleet capital in FY 21 to fund streets and alleys allocated based on the worst streets/alleys as determined by staff spread geographically with 80 percent going to streets and 20 percent going to alleys.

General Fund Strategic One-time Investments - Non Measure A

ATTACHMENT D

Title and Description	Proposed Amount	Adopted Amount
CITYWIDE STRATEGIC INVESTMENTS		
<u>Public Health Councils</u> Create Public Health Councils to facilitate education concerning workplace safety and health guidance in industries impacted by COVID-19.		\$ 100,000
<u>Right to Counsel Program</u> Create a Right to Counsel Program to keep people housed in safe conditions in light of the national eviction crisis brought on by COVID-19.		\$ 250,000
<u>Election Costs and Ballot Measure</u> Funding for runoff elections anticipated for November and cost of a ballot measure.	\$ 1,500,000	\$ 1,500,000
<u>Census and Redistricting</u> Community engagement and implementation strategies to ensure an accurate count in the decennial census and redrawing of district boundaries in accordance with the community vote in favor of Measure DDD.	\$ 1,172,500	\$ 1,172,500
<u>Fire Study</u> Funding for a comprehensive study of the Fire Department to analyze operations and identify a strategic plan for future cost savings, efficiencies and/or revenue generation.	\$ 200,000	\$ 200,000
<u>Citywide Homelessness Efforts</u> Outreach, rapid response, and clean up for Citywide efforts related to homelessness.	\$ 255,000	\$ 255,000
<u>Economic Equity Specialist</u> Hire an Economic Equity Specialist to address income inequality by exploring and supporting public banking and universal basic income.		\$ 100,000
<u>Plant Water Needs</u> Funding to supplement the water budget for plant needs in the Parks, Recreation, and Marine Department to mitigate structural underfunding and to help avoid safety issues such as urban tree failures.	\$ 600,000	\$ 600,000
<u>Fireworks Enforcement Team Pilot</u> Implement a Fireworks Enforcement Team pilot program to mitigate the illegal use of fireworks and explosives in Long Beach.		\$ 350,000
RACIAL EQUITY AND RECONCILIATION INITIATIVE INVESTMENTS		
<u>Training for Racial Equity</u> One-time funds to provide training and education on equity throughout the organization.	\$ 100,000	\$ 100,000
<u>Office of Equity Temporary Staff Support</u> Support for additional temporary staff person to work on the citywide commitment to elevate and integrate the principles and goals of equity.	\$ 62,291	\$ 62,291
<u>Language Access Plan (LAP)*</u> Continue LAP Program to promote equal access to City services for all residents	\$ 160,000	
<u>Fire Diversity Program</u> Support for program to increase diversity recruitment to better reflect the community being served	\$ 187,500	\$ 187,500
<u>Eleven Be SAFE Program Sites</u> Fund Be SAFE at 11 sites to reduce crime in neighborhoods and extending supervision hours at designated parks during the evening in the summer	\$ 192,000	\$ 192,000
Total Strategic Investments - General Fund	\$ 4,429,291	\$ 5,069,291

*As part of adoption night motions \$160,000 of LAP one-times was converted to \$200,000 structural funding.

General Fund Adoption Night Structural Budget Changes

Title and Description	Proposed Amount	Adopted Amount
<u>Park Rangers</u> Funding to support the expansion of coverage and services typically done by Park Rangers to include Bixby Park and McArthur Park.	\$ -	\$ 95,374
<u>Language Access Plan (LAP)*</u> Funding for ongoing support for the LAP Program to promote equal access to City services for all residents.	\$ -	\$ 200,000
<u>Justice Fund</u> Funding for ongoing support for the Justice Fund for a public-private partnership managed by the Office of Equity.	\$ -	\$ 300,000
<u>Contract Positions</u> Restore positions that were selected to be contracted out in Parking Citation and Customer Service, Public Works Surveying, and Parking Meter Collection and Maintenance.	\$ -	\$ 500,120
<u>Library Hours</u> Restore the proposed reduction to Library Services and maintain the existing library structure of five days a week.	\$ -	\$ 247,143
<u>Detectives</u> Restore the two Detectives in the Violent Sexual Predator Unit.	\$ -	\$ 339,044
<u>K-9 Police Officer</u> Restore one Police Officer position in the K-9 Unit.	\$ -	\$ 213,320
<u>Elected Departments Reductions</u> Elected Departments to contribute additional structural reductions from approximately 4 percent to approximately 5 percent of their budgets.	\$ -	\$ (188,655)
<u>Vacancy Savings</u> Technical adjustment to the existing 1.5 percent vacancy savings factor budget.	\$ -	\$ (171,509)
Adoption Night Structural Budget Changes - General Fund	\$ -	\$ 1,534,837

*City Manager Proposed Budget included \$160,000 of one-time funds for the LAP, listed on Attachment D

July 3, 2020

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

SUBJECT: Proposed Fiscal Year 2021 Budget

I am honored to present to you my first proposed budget as City Manager. The \$2.6 billion Proposed Fiscal Year 2021 (FY 21) Budget continues the tradition of providing a diverse array of services and addressing the City Council's priorities while emphasizing the good financial management and policies that have allowed us to be successful as a City. In fact, since the Great Recession, the City has largely been able to focus on growth, making great strides in innovations and improvements for our residents under the leadership of the Mayor, the City Council, and the hard work of City staff.

There are an incredible number of accomplishments we can be proud of over the past few years. We have helped bring business to the City and supported small business owners, having hosted more than 20,000 online sessions in BizPort to help entrepreneurs navigate the steps to start, manage, and grow a business. In addition, the City has issued 12,675 building permits with a total construction valuation of \$656 million in 2019. The City has enacted inclusionary housing and tenant assistance policies, and there are 650 new affordable housing units for extremely low- to low-income households in the pipeline. In the coming months, the City will also open the Atlantic Farms Bridge Housing Community, the first year-round facility to provide shelter and services to people experiencing homelessness. We have continued implementation of the largest investment in infrastructure in a generation, and, in 2019, we opened our new world-class 93,000-square-foot Billie Jean King Main Library as well as our LEED-certified City Hall and Civic Center Plaza. Long Beach continues to rank high on livability issues: more than 70 percent of residents have rated Long Beach as an excellent or good place to live, and Heal the Bay gave 87 percent of the City's beaches A or B grades in its annual Beach Report Card. Animal Care Services instituted its Compassion Saves approach, resulting in more shelter animals being fostered or adopted than ever before. We continue to have world class parks and wonderful diverse neighborhoods that make us proud to be part of the Long Beach story.

This year we have also faced an unprecedented series of issues – a world-wide pandemic, the injustices of systemic racism, a faltering and uncertain economy, and the projected largest budget shortfall in recent history.

The COVID-19 crisis rapidly developed into a global pandemic that significantly altered the City's plans, priorities, and focus in FY 20. City staff have risen to the occasion, activating our emergency response teams and doing whatever was necessary to protect residents and lessen the economic impact on businesses. I am proud of how rapidly our City moved to meet this crisis, and we continue to make the health and safety of our

community one of our top priorities. Starting in FY 20, the City will provide significant financial and public health support to the community as well as businesses economic resiliency support through the allocation of \$40.3 million in Coronavirus Aid, Relief, and Economic Security Act (CARES) Act funding received by the City.

While grappling with the new realities of a global pandemic, the country was shocked to graphically witness the death of George Floyd at the hands of four Minneapolis police officers. This was an act so senseless and tragic that it sparked worldwide, nationwide, and Long Beach protests and calls to end systemic racism. While this horrendous act sparked national action, we know this was not an isolated incident – the community pain is real and based in patterns and history of racial injustice. Our community has challenged the City to acknowledge this country's history of racial disparities and to take action.

To that end, the City has taken up the task of listening to the community's input and assessing systemic structures within the City and our community that allow for racial inequity and injustice to persist. This budget puts structures in place to review and address these systemic challenges and to ensure that Long Beach provides equitable opportunity and outcomes for all residents. Perhaps most notably is the initial investment of \$3.2 million of structural and one-time funds to implement the recommendations within the Racial Equity and Reconciliation Initiative Plan, which is a product of the City Council directed Framework for Reconciliation effort. The Police Department is also re-evaluating effective public safety in Long Beach. This budget includes changes such as moving certain duties from sworn positions to civilian positions, initiatives that result in reductions to sworn positions, and the establishment of an Office of Constitutional Policing that will work to ensure public safety is provided in a fair, equitable, and just manner. We know that these steps alone will not end racism in Long Beach but they represent critical first steps and our commitment to concrete and substantial action. Because of its importance and critical nature, this citywide effort across all departments will be managed at the highest level by a newly established Deputy City Manager position.

The emergency response to the COVID-19 pandemic and the civil unrest were unexpected global events that have exacerbated the strain on the City's financial situation, both in FY 20 (current year) and in FY 21. In order to address as many needs as possible and take a long-term view of the multiple challenges ahead, the Proposed FY 21 Budget is a balanced budget that relies on both structural and one-time solutions to solve a projected \$30 million General Fund shortfall. The decision to utilize one-time solutions in this budget is based on weighing the long-term goals and needs of the City; the short time frame that existed to make significant choices impacting the community; and the unknown fiscal considerations associated with the pandemic, including the economy and potential additional federal aid. Utilizing one-time solutions at this juncture will provide the City time to evaluate longer-term trends and make thoughtful changes to structurally balance the budget in the succeeding fiscal year, FY 22.

Part of the one-time solutions factored into the budget is \$11 million in General Fund savings from employee furloughs or other solutions from the employee labor groups. These are currently being negotiated and not yet finalized. To generate these savings, 26

days of furlough would be required during the year, equating to 10 percent of pay for the vast majority of our non-sworn employees throughout the entire organization. A sacrifice of this magnitude by our employees would require the closure of City services one day every two weeks and result in the loss of services and organizational capacity by 10 percent. However, this assistance from our employee groups will be a tremendous help in providing the immediate short-term relief needed to stave off even deeper reductions and adverse impacts to services and employees, including significant layoffs in our civilian ranks that would be needed to balance the budget (potentially up to 106 additional position reductions). While negotiations continue, I am very optimistic and grateful to our employee organizations for recognizing the seriousness of the challenge and working with City management to find solutions at the bargaining table to both address long-term compensation and immediate savings needed in FY 21.

Addressing the projected large budget shortfall required a new approach, and the proposed service reductions were evaluated through the lens of a *Balanced Outcomes-Based Approach*. This strategy used a multi-pronged approach that focused on prioritizing and protecting core services while adjusting others to acceptable service levels; ensuring adequate support staffing to meet legal mandates; and preserving effective organizational capacity. Long Beach is a full-service City and prides itself in providing a wide variety of resources and services to the community. This budget preserves and protects many of these critical services including the provision and improvement of affordable housing; support for economic development and business assistance; the overall continuum of public safety and emergency medical response; a multi-faceted homelessness response; maintenance of safe, clean and accessible parks and facilities; and support for infrastructure and livability improvements. It prioritized and preserved emergency response including Priority 1 and 2 Police calls for service and emergency medical and fire services; maintained infrastructure budget and avoided cuts in sidewalks, pothole response, and major facilities' maintenance; preserved the funding to maintain public spaces and assets such as landscaped medians, graffiti abatement, and the majority of tree trimming services; and preserved core youth and senior programming.

While the budget sought to maintain and prioritize a wide range of diverse services, the size of the shortfall still required difficult budget cuts. These reductions do adversely impact our departments' flexibility and ability to respond to and deliver services, but the City will continue to work towards any efficiencies and innovations that can help mitigate these reductions. Additionally, due to the pandemic, significant City resources were diverted to assist with the response and recovery efforts. This resulted in the temporary suspension of the proposed budget development process from March through May, significantly limiting the capacity of staff in developing the budget and requiring a modified process and budget document.

Despite the financial challenges, this Proposed FY 21 Budget accomplishes many goals and outcomes. It prioritizes the health and safety of our residents in our response to the pandemic; it implements bold actions and investments towards the work of racial equity and reconciliation; it maintains core services in a balanced way; and it makes the difficult reductions needed to address the serious multi-year budget shortfalls.

The Proposed FY 21 budget is just the first step and much work remains to be done. The magnitude of the issues before us cannot be resolved in one year and in a single budget. This budget does not represent the completion of important goals, but rather just the beginning of a difficult but promising path to the future. It demonstrates the City's resiliency, drive, and a strong determination by City leaders and staff to deliver the best services in the midst of serious challenges. I am confident in our commitment to work together with our residents, businesses, community-based organizations, neighborhoods, and our Mayor and City Council keep Long Beach a great place to live, work, and play.

Below is a summary of attachments immediately following this transmittal memo, including Attachment A that provides detailed information on the budget. The "Executive Summary" Chapter and its attachments provide details on the budget's financial summaries, including revenue and expense trends and information on other funds.

- Attachment A: Detailed Summary of Budget
- Attachment B: Pandemic Response and Recovery Programs (CARES)
- Attachment C: Summary of Racial Equity and Reconciliation Investments
- Attachment D: General Fund Strategic One-time Investments
- Attachment E: Summary of Proposed Changes – General Fund
- Attachment F: Summary of Proposed Changes – Other Funds
- Attachment G: Measure A FY 21 Sources and Uses
- Attachment H: Measure A Infrastructure Project List
- Attachment I: Measure A 5-year Infrastructure Update
- Attachment J: Measure A Full Year Allocation Plan
- Attachment K: Measure MA Summary of Uses

I want to extend my appreciation to the Mayor and City Council for your fiscal leadership. Also, I am eternally grateful for the Budget staff in Financial Management and all the City Manager Departments for the difficult work required to develop and submit this proposed budget under the most challenging circumstances yet faced. I would also like to thank the City Attorney, City Prosecutor, City Auditor, City Clerk, Civil Service Executive Director, Harbor Department Executive Director, and Water Department General Manager for their continued collaboration and support.

We look forward to working with you as you consider this proposed budget, which accomplishes many things, and as we move forward to address the challenges facing us in the future.

Respectfully submitted,



Thomas B. Modica
City Manager

Detailed Summary of Budget

COVID-19 PANDEMIC AND CITY RESPONSE AND RECOVERY

On March 4, 2020, the City declared local health and city emergencies to strengthen the City's preparedness and ability to respond to the COVID-19 Pandemic (pandemic). The pandemic has since become a worldwide crisis and is the City's top priority for 2020. The City's emergency response is being managed with the Health and Human Services Department (Health Department) as the lead agency and the Fire and Police Departments as the primary supporting agencies, although most City departments are involved in the response in one form or another. Over 100 personnel have been dedicated full-time to the City's Emergency Operations Center (EOC) since March, with hundreds of other employees throughout the organization engaged in the pandemic response work. However, unlike past emergency activations, the pandemic is unique in that the duration is much longer, requiring sustainable support structures across all City departments over time. This has resulted in a significant diversion of staff from all other priorities, with staff capacity extremely limited to take on new assignments or complete past assignments on timelines previously contemplated.

The City's key priority has been keeping all residents safe and healthy. These efforts, have resulted in the establishment of medical assessment, testing and investigations, medical sheltering, shelters for approximately 300 People Experiencing Homelessness (PEH) or needing to isolate and quarantine; the investigation of over 8,000 positive COVID cases; the management of outbreaks in various facilities; the coordination with medical groups; and the hosting of approximately 50 pandemic-related livestreamed press conferences as well as livestreams and telephone town halls. Additionally, over 123,000 people have been tested at both our city drive-thrus and private medical providers in our City. The drive-thrus organized by the City continue to have the ability to test up to 1,400 people per day.

To help offset the expenses related to this response, a team was established to track and assess funding options, develop processes to maximize the City's use of external funding sources, and meet various documentation and reporting requirements for cost recovery. Additionally, the City has actively advocated for an allocation of CARES Act funding from the State and County. On June 30, 2020, the State Legislature approved the State budget, and allocated approximately \$40.3 million in CARES Act (State Cares Act) funding to the City. Staff has identified, and the City Council adopted a list of activities and functions eligible for these funds that will allow the City to cover expenses related to the pandemic response, provide financial and public health support to the community, and give businesses economic resiliency support. As requested by the City, staff has incorporated the Equity Toolkit to inform a Health Equity Impact Analysis to guide the community and economic support programs supported by the CARES Act. Funds were appropriated in FY 20 but the work and funding will cross fiscal years into FY 21.

The City is proud to implement these programs to support the community and businesses including the following:

- **Community Support Programs** – Homeless Sheltering, Food Insecurity and Meals for At-Risk and Senior Populations, Black Health Education Programs, Early Childhood Support, Non-Profit Relief Program, Youth Leadership & Ambassador Programs, Digital Inclusion Program for Residents, and Older Adults Support and Basic Needs Support, among others
- **Business Support Programs** – Small Business and Non-Profit PPE Distribution Program, COVID-19 Small Business Transition & Recovery Grants, Grants for Queuing Systems and Contactless Payment Systems and Business Improvement Districts (BIDs) Loan and Grant program, among others.

See Attachment B “Pandemic Response and Recovery Programs” for a complete list and additional details on the programs made possible by the State CARES Act Allocation.

In addition, City staff have been researching, applying for, and tracking all available COVID-19 grant opportunities to maximize the City’s access to available funding for emergency response and recovery activities. In recent weeks the City has learned that Long Beach will be receiving several large grants to support ongoing programs to address and lessen the impacts of COVID-19. Those grants include the following, among others:

- Four COVID-19 response projects for FEMA Public Assistance for combined EOC/IMT operations; Non-Congregate Sheltering (commonly referred to as Project Roomkey and Isolation and Quarantine sites); Great Plates Delivered Senior Meal Program; and COVID-19 Community Based Testing. The initial estimated cost of these four projects was \$16.1 million. Of this amount, the 75 percent federal share estimated to be reimbursed by FEMA is \$12.1 million and the local cost share would be \$4.0 million.
- A \$13 million allocation from the Los Angeles County, Centers for Disease Control and Prevention's (CDC) Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC). The ELC will provide support for a broad range of testing and epidemiological surveillance related activities over a 2.5-year period.
- \$13 million from the Emergency Solutions Grants (ESG) from the U.S. Department of Housing and Urban Development (HUD) and \$1.8 million in ESG-CV, for a total of \$14.8 million in ESG grants. These ESG Funds will support emergency shelter, homeless prevention, rental assistance, street outreach, and administrative activities.
- \$3.6 million in round one of Community Development Block Grant – CARES (CDBG-CV) grant funds for tenant assistance. Additional CDBG-CV grant funds are expected in the future to assist with tenant assistance.

- \$6.9 million from The Homeless Housing, Assistance and Prevention Program (HHAP) to support regional coordination and expand or develop local capacity to address immediate homelessness challenges. This includes measures to bring the unsheltered safely indoors, maintain health and sanitation standards, institute medical interventions, and add new isolation and quarantine capacity to the shelter and housing inventory to slow the spread of the pandemic.
- \$657,554 from the Department of Justice (DOJ) for the Police Department to increase the use of technology to maintain social distancing and reduce the need to gather personnel and the public in confined spaces; increase language translation services to communicate various orders and enforcement documents; crisis leadership training for Police Department command staff; disinfection and cleaning of police facilities and vehicles; and purchasing washable uniforms to replace current wool uniforms.

The availability of these diverse array of funds will allow the City to provide supportive services across the broadest categories of needs within the community. Even given the influx of grant funds, however, due to the need for services created by the pandemic and the significant reduction in the City's revenues, it is anticipated that substantial unfunded costs will still exist in FY 20 and over the next few years that will need to be carefully monitored and addressed.

RACIAL EQUITY AND RECONCILIATION

The pandemic has placed many of the racial disparities in health, income and public and private life into sharp focus. The racial disparity in who is least likely to be able to safely stay-home to lower their risk, most likely to get infected, and most susceptible to the virus has shone a bright light on health and economic disparities in communities, including Long Beach.

The pandemic coupled with the protests and civil unrest following the killing of George Floyd pushed cities and residents across the nation into a pivotal moment in time. Instances of grave racial injustice have caused cities across the world, including Long Beach, to pause and introspectively assess systemic structures that contribute to racial inequity and injustice. Understanding the systems that created and continue to foster these inequities and taking concerted action to correct unjust and inequitable outcomes is only possible through a trusting relationship between neighbors, the local government, and the community.

In response to community concerns, on June 23, 2020, the City Council unanimously adopted a Resolution acknowledging Racism as a Public Health Crisis and establishing a Framework for Reconciliation. This framework seeks to foster trust building and mobilize for action and includes: (1) acknowledging the existence and long-standing impacts of systemic racism in Long Beach and the country; (2) listening to accounts and experiences of racial injustice, inequity, or harm to community members, while concurrently compiling

local and external data on racial disparities in the community; (3) convening stakeholders to analyze feedback from the listening sessions and racial disparity data to recommend initiatives that shape policy, budgetary, charter, and programmatic reform; and, (4) catalyzing action that includes immediate, short-term, medium-term, and long-term recommendations for the City Council's consideration in a Racial Reconciliation Report. Since June 22, 2020, four town hall meetings and 13 listening sessions have been completed with the community and a couple of listening sessions with City employees. The themes and topics raised by community participants have been varied, but center around the nexus between racism and community health, housing and homelessness, and policing and public safety, as well as economic inclusion and budget reforms. From employees, we heard the need to address internal City practices around equity in hiring, promotion, and training.

Addressing inequities will not disappear on their own without direct thoughtful and intentional action by local government. Due to the financial crisis brought about by the pandemic, there are severe challenges and limitations for the City to simultaneously manage, including how to resolve a \$30 million budget shortfall in FY 21. While navigating through these significant financial constraints, this budget reflects a commitment to addressing racial inequities and creating a more just community where race no longer predicts how well you will do in life. The Racial Equity and Reconciliation Initiative initiated as part of this budget includes \$3.3 million in funds to invest in this effort, \$2.5 million in structural funds and approximately \$782,000 in one-time funds, that will set us on a path forward with the acknowledgement that as we move forward, more will likely be needed in future years.

This section focuses on the enhancements being made in the budget to support the work of Racial Equity and Reconciliation. Other sections in the message will discuss re-envisioning public safety services, including civilianization, oversight and transparency, and other changes in how services are delivered.

A high-level summary of these enhancements can be found in **Attachment C**: "Summary of Racial Equity and Reconciliation Investments."

City Manager's Office

- Enhance the Office of Equity and transfer it from the Health Department to the City Manager's Office, reflecting a citywide commitment to elevate and integrate the principles and goals of equity throughout the entire organization. The transfer includes two positions from the Health Department, including the Language Access Program. Additionally, the following one-time funds will be allocated to support the Office of Equity goals: \$63,000 to support an additional temporary staff person not offset by grants; \$100,000 to provide training and education on equity throughout the organization; and \$160,000 to support Language Access Program translation and interpretation services.
- Addition of a Deputy City Manager position to provide centralized coordination for the citywide efforts related to homelessness issues, oversight of the Office of

Equity being transferred from the Health Department, and to manage the development and implementation of the City's efforts related to the Racial Equity and Reconciliation Initiative – reflecting a commitment from the top of the organization to these important goals.

- Addition of a Community Program Specialist position to provide additional support for the Office of Equity and increasing the capacity of the Office to achieve its goals.
- Enhancement of \$150,000 in the City Manager's Office to support reforms and innovations of the Citizens Police Complaints Commission (CPCC). In FY 21, these funds will be used to conduct a comprehensive study on best practices for CPCC operations and the potential for a ballot measure to implement change to its duties and authority as determined by the study. Moving forward, these structural funds will help support the implementation of any recommended changes.

Health and Fire Departments

- Enhancement of \$1.5 million in the Health Department for the implementation of the Racial Equity and Reconciliation Initiative, with specific recommendations outlined in the Racial Equity and Reconciliation Initiative: Initial Report
- Redesign and restructure the HEART team model with a greater public health focus and utilize Nurse positions in the Health Department instead of Firefighters in the Fire Department.
- One-time funds of \$187,500 to support Fire Diversity Recruitment Program to implement a comprehensive recruitment focused on hiring highly-qualified candidates that represent the City's diverse population.

Library Services Department

- Addition of three Public Health Professional II positions in the Library Services Department to provide social work services within libraries for patrons in need of outreach and professional assistance, to be offset by grant funds.
- Restructure library services to contribute towards addressing the City's structural shortfall as well as enhance services in underserved areas. The Billie Jean King Main, Michelle Obama, and Mark Twain libraries will now be open from 5 days a week to 7 days a week with upgraded services as the City's flagship libraries. The other 9 branch libraries will maintain full services but reduced to 3 days a week (Tuesdays – Thursdays). This is anticipated to save approximately \$247,000 and avoid elimination of any one branch in the City, while providing both a regional and local model of library access.

Parks, Recreation, and Marine Department

- Structurally fund the Senior Programming at the Expo Center with an enhancement of \$40,000 that had been supported with one-time funding in past years. This program will further enhance the quality of life for the City's Senior community by continuing to provide core health and enrichment services. The Expo Center is located in the northern part of the City, which has the highest number of Seniors within our City and does not have dedicated senior programming.
- One-time funds of \$272,000 for the Be SAFE program at 11 sites to reduce crime in neighborhoods by extending supervision hours at designated parks during the evenings in the summer, employing neighborhood youth, and giving families positive and safe activities to enjoy together.

Police Department

- Create an Office of Constitutional Policing in the Police Department dedicated to rethinking policing through a forward-looking focus, building greater trust through increased responsiveness, transparency, and accountability. This Office will be responsible for ensuring that the Department is in step with best practices in policing, legal mandates, and community expectations; guiding the expansion of data analytics for accountability and transparency; engaging with external groups and other city agencies for inclusivity and equity; and liaising with the Office of Equity. This Office will be staffed by reallocating a Special Projects Officer and a Lieutenant (upgraded from a Sergeant position) from the Executive Bureau to this new office and adding a Business Services Specialist IV to perform data analytics, offset by reduction of budgeted overtime.

CANNABIS REVENUE FOR RACIAL EQUITY/RECONCILIATION AND PUBLIC HEALTH AND SAFETY

The Proposed FY 21 Budget recommends that the City Council approves implementing a higher tax rate for business license tax on cannabis businesses as part of the strategic approach that allows the City to invest in the critical priorities of the Racial Equity and Reconciliation Initiative and maintain important public health services, while at the same time recognizing that the City is severely constrained in its resources facing a \$30 million shortfall and the exacerbating effects of the pandemic. The voters previously authorized the City to increase or decrease cannabis tax rates by ordinance subject to the maximum and minimum rates. When first implementing the tax, the City purposely chose to implement it at the lowest of the publicly approved rates, with the ability to increase it in the future as the industry became more established. Increasing the tax rate is the most strategic and viable way to help the City achieve the balance of its goals – both from the fiscal and service perspective.

Measure MA is a ballot initiative, approved by 68 percent of Long Beach voters on November 8, 2016, which established a business license tax on cannabis businesses. The Proposed FY 21 Budget recommends changes to the tax structure with a 1 percent increase in the rate applied to medical and adult-use retail sales, increasing the tax for from the original 6 percent to 7 percent for medical, and from 8 percent to 9 percent for adult-use. Staff recommends holding all other cannabis business license tax rates flat to keep Long Beach competitive with other cannabis markets, including the change City Council made in December 2019 to reduce the cannabis business license tax rate for Manufacturers, Distributors and Testing Laboratories from 6 to 1 percent. Additional information on Measure MA, the tax rates, and the revenues can be found in the City Ballot Measures Section later on in this Attachment.

With this tax increase and improved revenue projections, cannabis revenue is anticipated to generate \$8.6 million in FY 21. This budget is proposing the strategic use of these revenues to fund the following three areas:

- The Cannabis Oversight and Enforcement program citywide – these expenses have been reduced as part of the proposed budget cuts. The FY 21 reductions are part of an ongoing effort to minimize cannabis regulatory program costs by streamlining operations and reducing service levels, where appropriate. In FY 21, the total reductions to the program in the General Fund is approximately \$983,000, with the remaining program budgeted at approximately \$1.8 million. Approximately 7 positions have been reduced from the General Fund, representing a 30 percent reduction in staffing in this program (excluding funding reallocations) and will slow the City's ability to implement new policy and/or licensing and enforcement. Details on the reductions are listed later on in this attachment.
- The structural enhancements related to the Racial Equity and Reconciliation Initiative as discussed in the previous section above. These structural enhancements total about \$2.5 million.
- Maintaining critical public health and safety services, consistent with the resolution of intent on the use of cannabis funds. This revenue will help the City maintain approximately \$4.2 million of priority public health and safety services in an environment where significant shortfalls require reduction of services. These services include the following:
 - Clean Team
 - Support for Homeless Services and the Multi-services Center
 - Violence Prevention Unit
 - Citywide Accessibility Coordinator
 - Lifelong Learning Program at Michelle Obama and Mark Twain libraries
 - Neighborhood Resource Center and Improvement Program
 - Be S.A.F.E. structural funding for 8 sites
 - Senior Center Administration and Programming
 - Homeland Cultural Center
 - Quality of Life Police Officers

A summary of the uses of Measure MA revenue can also be found in Attachment K "Measure MA Summary of Uses"

RESOLVING THE BUDGET SHORTFALL – A MULTI-PRONGED APPROACH

The City's General Fund was facing a \$30 million shortfall as a result of revenues growing at a slower pace than expenses – further exacerbated significantly by the impacts of the pandemic; the Measure M litigation, and rising costs such as general liability and pension obligations. This is the largest shortfall the City has faced in recent years.

To address such a significant shortfall amount, a multi-prong strategic approach was developed and utilized as listed below. The subsequent sections below discuss the actions taken under each prong.

1. **Efficiencies and Innovations** – identify options for operational efficiencies, consolidations, new ways of doing business, leveraging technology
2. **Service Reductions** – evaluate reductions across all City Departments that prioritize the City's core services/values, and utilize an outcome-based decision-making process
3. **New or reallocated revenues** – explore areas of new or reallocated revenues and maximize cost recovery
4. **Assistance/Contributions from Employees** – engage with employee groups to explore savings options to help reduce layoffs and service cuts
5. **Strategic Investments** – Investing in critical or priority needs that set the City up to be in better financial standing in the future and promote overall City quality of life

Efficiencies and Innovations (Prong 1)

The first prong in the multi-prong approach was to evaluate efficiencies, innovations, and new ways of doing business throughout the organization that could generate savings. The four areas of efficiencies and innovations included in the proposed budgets are as follows: 1) re-envisioning Public Safety service delivery methodology, 2) recognizing reduced costs from technology and other strategic investments made in the past, 3) assessing the strategic use of contracting in or out of City services, and 4) cleaning up any long-term vacant positions and aligning budget to actual operations where the opportunity existed.

City staff will continue to assess and evaluate operations and explore different service delivery models and areas of efficiencies during FY 21 to identify options that might be implemented in the future moving forward.

Re-envisioning Public Safety Service Delivery Methodology

The men and women of the Long Beach Police Department work tirelessly every day to protect our residents under laws set forth by our legislative leaders and they answer the call to put themselves in harm's way to protect others, whether facing criminal, environmental or, as in the case of their response to COVID-19, viral dangers. The City is looking internally at our budgetary priorities, our policies and procedures, training, personal and institutional biases, to ensure public safety is provided in a fair, equitable, and just manner. As a City, we are taking a hard look to see how we can partner across all City departments and work together as part of a multi-faceted continuum of public safety. This effort is reflected in the Police and Fire Department's budget proposals, which incorporates civilianization of some sworn positions to create efficiencies and savings, restructuring of operations, and shifting duties from public safety to public health professionals, among others.

Below are some items the Proposed FY 21 Budget includes as part of re-envisioning the public safety service delivery methodology:

- **Use of Civilian Positions in lieu of Sworn Positions in the Police Department**
 - Part of the effort to re-envision the way services are delivered within the Police Department is the effort to civilianize certain sworn positions that are currently assigned to departmental functions that do not require arrest authority or can be performed by a civilian classification. The Police Department evaluated duties performed by sworn staff that are primarily administrative in nature and where civilianization would allow these sworn staff to be redeployed to the field, better utilizing their skillset and training. Additionally, the department evaluated which investigative functions could be performed by analysts and other civilian positions, which would equip the department with in-demand technical and data analytical capabilities to investigate and address crime trends.

The following changes have been included in the Police Department budget. In total, the items below eliminate 34 sworn positions and add 28.7 civilian positions, generating approximately \$5.2 million in savings.

- Convert 16 Police Officers to 16 Community Services Assistants who can respond to Priority 3 Report calls. Priority 3 calls are non-violent 9-1-1 calls that are primarily requests for a crime report to be filled after a property crime has occurred. Several jurisdictions use civilian positions for these roles. Uniformed, unarmed civilians will be trained to investigate and officially document specific property-based crimes, respond to radio calls for nonviolent crimes, and assist community members with police reports.
- Convert 5 Police Officer positions to 5 Property and Supply Clerk positions who will be assigned to manage, replace, and coordinate the repair of public safety equipment and facility duties at the police substations.

- Civilianize the Air Support Unit by eliminating 6 Police Officers and adding 2 civilian Pilots. The Air Support operation schedule will be reassessed and aligned with calls for service trends and patterns.
- Convert 1 Detective position to a Crime Analyst and Non-Career Police Investigator positions assigned to the Special Investigation Division. This will add analytical and investigative support to sections and units that investigate homicides, gang activity, narcotics, and other violent crime incidents. These civilian positions will coordinate with crime analysts assigned to the Patrol division to promote increased investigative and operational communication to address crime trends.
- Reduce the Warrant Detail from 4 sworn positions to 1 Sergeant and 2 Assistant Administrative Analyst positions to continue the work of monitoring and coordinating due diligence checks on individuals with outstanding warrants using Directed Enforcement Teams.
- Convert a West Division Lieutenant position to an Administrative Analyst position who will continue to support the Police IT unit.
- Eliminate 2 Detectives in the Detectives Division and add a Police Non-Career Investigator position to continue the monitoring and investigation of sex offender compliance.
- Transfer the Crossing Guard Program from the Police Department to the Public Works Department. This is a reorganization effort within the City that will help streamline the hiring process and align citywide employment opportunities with workforce development goals.
- **Restructuring and streamlining the Jail Operations** – The Police Department has proposed restructuring the Jail Operations that results in the elimination of 10 Special Services Officers and 2 Clerk Typists positions for a savings of \$1.2 million. The changes include the following:
 - Move the Juvenile Booking Desk to 400 West Broadway, eliminating the need for dedicated staff at an offsite facility.
 - Consolidate the Women's and Men's Jail to the same floor of the Public Safety Building, which can be accommodated and stay within policy set by the California Board of State and Community Corrections.
 - Align staff to actual workload related to volume of bookings, Court Bailiff's unit, and Court Affairs Unit.

- **Other internal reallocations**

- Convert a Police Officer position to a Police Sergeant to oversee the Mental Health Evaluation Team and Quality of Life Team. The Quality of Life Teams and Mental Health Evaluation Teams will be combined together totaling 10 police officers and 4 social workers. The Police Sergeant position will provide unified supervision within the Police Department's homeless outreach and mental health support services.
 - Enhance the analytical capabilities of the Internal Affairs Division to investigate and analyze all Police Department misconduct cases through a reallocation of an analyst position from the Office of the Chief of Police to the Internal Affairs Division.
- **Changing the HEART Team model** – The City has two Homeless Education and Response Team (HEART) Units that have been staffed by two Firefighter/Paramedics for each unit. As noted in the Racial Equity and Reconciliation Initiative section above, this budget proposes to move the two HEART teams in the Fire Department to the Health Department and staff the teams with nurses. This is anticipated to save approximately a net \$450,000 between the Fire and Health Departments and continue to provide a mobile service staffed by nursing professionals specially trained and equipped to meet the health and social needs of the populations being served.

Recognizing Reduced Costs from Technology and Other Strategic Investments

Due to past technology and other strategic investments, the City is able to capitalize on streamlined operations to recognize savings. In total, these actions save the General Fund \$1.9 million and include the following:

- Elimination of an Equipment Mechanic I, a Garage Service Attendant II, and reclassification of other positions in the Fleet Services Bureau in the Financial Management Department due to lower labor needs as a result of several years of investing in modernizing the City's fleet. This along with other fleet adjustments is anticipated to lower Fleet interdepartmental changes and save the General Fund \$900,597 from what was anticipated in previous projections.
- Reduce budget for maintaining the City's old Mainframe System, which will no longer be needed following the implementation of the HR/Payroll and Budget Development phase (Phase 2) of LB COAST, the City's new Enterprise Resource Planning (ERP) system. Although there is a delay in the implementation of Phase 2 due to the impacts of responding to the pandemic, the Technology and Innovation Department will utilize General Services Fund Group funds available in lieu of charging user departments until the Mainframe is decommissioned. This

along with other departmental adjustments is anticipated to save the General Fund an estimated \$600,000.

- Eliminate an Admin Intern position in the Police Department Records Division as the development of improved E-Citation technology and systems will allow for automatic updates of traffic citations data into the Police Records Management System.
- Eliminate an Accounting Operations Officer, 2 Accounting Technicians and 1 Accounting Clerk in the Financial Management Department due to increased efficiencies from the new ERP System.
- Eliminate 2.26 FTEs in the Ambulance Collections and Collections Divisions in the Financial Management Department to streamline processes through the new Collection system.

Contracting In and Contracting Out City Services to Manage Costs

Part of evaluating how the City delivers services included looking at areas where it made sense to bring in or contract in services previously performed by consultants, as well as looking at the areas where the City would be best served in terms of cost by contracting out services currently performed by City staff.

The following items are being proposed to bring services in-house to be done by City staff previously performed by consultants. In total, the items are estimated to generate General Fund savings of about \$1.1 million:

- Addition of 4 positions to the Permit group in the Public Works Department to bring permit review and issuance services in house rather than through consultants.
- Addition of 6 Public Works staff to transfer street light maintenance currently performed by an outside contractor, City Light and Power, to the City. The current contract will end in the Spring of 2021, and contracting in will save approximately \$1.5 million once fully implemented.
- Addition of a Business System Specialist position in the Technology and Innovation Department to bring in-house as-needed professional services assistance of ongoing Microsoft Office 365 support citywide.
- Addition of a part-time Clerk position to bring in-house citywide mobile account billing in the Commercial Services Bureau in the Technology and Innovation Department.
- Contracting with the City of Rossmoor to have City staff sweep their streets every Monday generating revenue for the City.

The following items are being proposed to contract out services that are currently being performed by City staff. A Prop L analysis and Meet and Confer processes will need to be completed before these items can be implemented. While figures will change based on updated information and estimates, this is currently projected to save approximately \$950,000 in All Funds (\$500,000 in the General Fund).

- Elimination of 5 Customer Service Representative positions in Parking Citations Section in the Financial Management Department to contract out parking related services with Data Ticket, including manual citation entry, rental car citation processing, releases of liability and plate changes.
- Elimination of 4 positions in the Survey team in the Public Works Department and contract out as needed. A Senior Surveyor position will be kept on as a working supervisor to the contracted surveyors.
- Elimination of 4 positions in the Public Works Department and contract out parking meter collection and maintenance of 1,800 on-street meters and pay-stations to a contractor.

Long-term vacant positions and aligning budget to actual operations

Every year departments evaluate their budgets to find areas of efficiencies and savings, including the elimination of any long-term vacant positions or aligning budget to actual operations that may have changed over the years. These items are included throughout the departmental budget proposals listed in Attachments E and F.

Service Reductions (Prong 2)

The City took a very hard look at service reductions and the prioritization of services. This work was done utilizing the Balanced Outcome-Based Approach. This approach seeks to meet the following key goals:

- Prioritize and provide core services at acceptable service levels
- Meet required local, State, federal mandates and legal requirements
- Ensure adequate support staffing for front-line services and systems for effective delivery of services, and preserve organizational capacity to effectively operate

This approach also looks at the outcomes of service reduction decisions rather than applying just a percent of funding reduction allocations to departments. This has resulted in a mix of reductions, reallocations, and enhancements across the City departments, with all departments being evaluated for service reductions, including public safety, to maintain a strong balance of acceptable service levels.

In total, department net reductions are approximately \$16.3 million, or \$18.7 million if excluding the enhancements related to Racial Equity and Reconciliation Initiative. Of the

total net reductions, the Police Department's reductions made up the greatest portion at \$10.2 million or 63 percent. The Fire Department was next with \$2.8 million or 17 percent. All departments, while their dollar contribution to the total reductions are smaller compared to Police and Fire with smaller General Fund budgets, on average have taken a 4 percent reduction of their departmental budgets, representing a sizable budget cut. Individual departments may have higher or lower reductions as decisions were made based on the specific departmental proposals and acceptable service impacts. Additionally, if potential employee furlough savings are factored in, departments are cutting costs in FY 21 by an average of 9 percent of their budgets. For Police, this is potentially a \$12.9 million reduction in FY 21 at 5.2 percent of their departmental budget and for Fire it is potentially \$3.3 million at 3.2 percent of their departmental budget. See the "Executive Summary – Financials" chapter for additional breakdown of the dollars and position changes in the General Fund by department.

Below is a high-level summary of the departmental service reductions.

Public Safety Reductions

These items below are in addition to the reductions that are described in the "Re-envisioning Public Safety Service Delivery Methodology" above. In total, all reductions in the Proposed FY 21 budget resulted in 59 sworn reductions citywide in All Funds (54 from the Police Department and 5 from the Fire Department)

- Eliminate overtime budget supporting the South Division Pine Camera Program. This funding is mainly for additional support during the night time hours Thursday, Friday, and Saturday nights. The program will still be in place, just without this additional overtime support.
- Reduce the Vice Detail Unit from 9 positions to 8 positions, by eliminating 1 Lieutenant position. The 6 sworn positions and 2 civilian positions remaining will continue to research ABC licenses and compliance issues, issue and assess Entertainment Permits, perform backgrounds on marijuana business license applications, and investigate crimes, enforce laws, and participate in rescues related to Human Trafficking.
- Reduce the Narcotics Field Team from a total of 8 to 3 Police Officers. This will reduce the portion of the Drug Investigation Section that investigates local street sales. The remaining portion of the Drug Investigation Section will remain intact with 14 sworn positions and will be available to investigate large-scale narcotic crimes.
- Reduce the K-9 Team from 10 to 7 budgeted Police Officers. The remaining team will continue to utilize specially-trained police canines to assist in apprehending criminal suspects, conducting bomb and explosive detection and narcotics detection.

- Reduce overtime for police patrol in the South Division Tidelands area by \$83,034, representing approximately 88 10-hour shifts. About \$291,000 overtime dollars will still remain for this purpose.
- Eliminate 2 Police Officer positions from the LA County Metro contract per their request. The current staffing model provides ample coverage of the A Line.
- Eliminate the remaining Police Officer position assigned to the LBUSD School Resource Officer program per LBUSD's request.
- Reduction of \$1.9 million in the Fire Department. Specific service reductions have not yet been identified but the City will be engaging in a comprehensive study in FY 21 to evaluate their operations and identify specific strategies and approaches for areas of structural reductions to be implemented in FY 22 in addition to changes needed in FY 22 to address future deficits. In FY 21, this reduction will be covered on a one-time basis by a one-year delay of vehicle capital replacement collections for Fire's entire fleet. This results in the fleet becoming one-year older before replacement. Moreover, this approach should only be a one-year solution otherwise, there will likely be significantly higher costs in the future when vehicles need to be replaced.
- Transfer two HEART team units in the Fire Department to the Health Department, eliminating 4 budgeted Firefighter positions. This is part of the restructuring of the HEART teams to be staffed by Nurses with a greater public health focus as discussed in the Racial Equity and Reconciliation section above.
- Elimination of 2 Public Safety Dispatcher positions in the Disaster, Preparedness, and Emergency Communications Department. Dispatchers have been staffed below the budgeted levels due to hiring and training challenges, but there have been great strides recently to hire up to the budgeted levels. During FY 20, the City Council approved a new salary range for Dispatchers to be competitive with salaries offered by other agencies and assist with retention. Reducing current staffing levels by two positions will impact overall 9-1-1 operations given minimum staffing levels necessary to reduce mandatory overtime, but the Department will keep working retain, hire, and train quality Public Safety Dispatch staff. After this reduction, 71 dispatch positions will remain to provide critical 9-1-1 services to the residents of Long Beach.
- In the Tidelands Operating Fund in the Fire Department, elimination of a Marine Safety Officer position and the reduction of budgeted Non-Career lifeguard staffing by 10 percent from 20.83 FTEs to 18.75 FTEs. A Clerk Typist will be upgraded to an Assistant Administrative Analyst position to help the department reallocate internal duties to maintain the Junior Lifeguard Program. The reduction to seasonal Lifeguards will result in 5-7 fewer Non-Career Lifeguards on the beach on any given day, which may delay emergency response and enforcement of municipal codes along the beaches. Remaining staff will continue to focus on prioritizing life-

safety responsibilities, including water rescues, 9-1-1 calls, sting-ray medical treatment, and other beach related medical calls for service. The reduction of one Marine Safety Officer may limit the effectiveness of dive operations and will result in diminished supervisory staff of seasonal Lifeguards during the peak summer season. The Junior Lifeguard program will no longer have a Sworn Marine Safety Officer to oversee the program, as these duties will be transferred to a civilian program administrator and a Marine Safety Captain.

Administrative Services Support Reductions

The proposed budget includes a variety of reductions to administrative staff and programs, with the intent to redistribute workload among remaining staff. Effort will be made to maintain workload, but will likely result in delays, greater strain on an already challenged staffing capacity and workload, and less staffing flexibility to respond to organizational issues and analysis in a timely and accurate manner. Below are some examples:

- Reduction of 0.5 of the Assistant to the City Manager-Administration position as well as the reduction of 0.5 of the Manager of Cannabis Oversight position in the City Manager's Office, resulting in the reduction of one net Assistant to the City Manager position. The Department will reorganize the work assignments to redistribute this work internally but will have limited capacity to respond to special requests or analysis for both the cannabis program and internal departmental budget and special project management. Further impact of the Cannabis Manager reduction is described in the section below on cannabis program reductions.
- Eliminate 1 License Inspector and 0.75 Non-career Customer Service Representative positions in Business License Division in the Financial Management Department. This may limit proactive enforcement activities, but the Department will reassign non-revenue related work to non-inspector staff to minimize revenue loss. This will also make it more difficult to staff the phones and the counter at the Permit Center, but priority will be focused on staffing the counter at the Permit Center.
- Eliminate various administrative and clerical staff totaling the equivalent of 3 positions in the Community Recreations Services Bureau in the Parks, Recreation and Marine Department. Work related to scheduling of permits, reservations, budget monitoring and development will need to be absorbed by remaining staff creating capacity strain.
- Eliminate a Communication Specialist position in the Telecommunications data team in the Technology and Innovation Department. This reduces the data network team from 5 to 4 positions, which will increase workload for remaining staff and turn-around time. Department will work to mitigate some of this through improved workflows and prioritizations.

- Eliminate a Business Systems Specialist position in the Enterprise Information Services Bureau in the Technology and Innovation Department, which results in longer wait times for requests for service and project deliverables for utility services system needs.
- Eliminate an Assistant City Traffic Engineer in the Public Works Department. The work of supporting and mitigating traffic safety related concerns will need to be maintained by other staff. This will increase response time for traffic related requests, including but not limited to neighborhood traffic studies, plan review while also increasing time to deliver transportation related projects.
- Transition from a paid OpenGov subscription used to display City finances to a less expensive open source solution to display financial information.
- One-year temporary suspension of the Management Assistant Program in the City Manager's Office to generate one-time savings. This hinders the long-term goals of the City to invest in bringing in talent to the City for succession planning, continued quality organizational development, and support for City studies and efficiency improvements.

Cannabis oversight and enforcement program reductions

Total reductions to the citywide Cannabis Oversight and Enforcement Programs include the reduction of approximately 7 positions and savings of approximately \$983,000 in the General Fund. Excluding funding reallocations, these reductions represent approximately a 30 percent reduction of positions in the Cannabis oversight program. These reductions will have a service impact to the Cannabis Regulatory Program, as identified in the items below:

- Reduction of 0.5 of the Manager of Cannabis Oversight position and materials budget. With these reductions, the Office of Cannabis Oversight in the City Manager's Office will continue to be able to conduct business/community outreach, equity program implementation, coordinate departments on regulation and enforcement issues, and manage public and County/State coordination. However, with the reduction, there will be limited ability to respond to requests for special projects related to the Cannabis Program. In the past, these requests have included performing fiscal analyses for adjusting business license tax rates, analyzing the feasibility of new cannabis license types, and coordinating with other departments to improve various aspects of the regulatory program.
- Elimination of a Clerk Typist III, a Combination Building Inspector, and portions of a senior Combination and Principal Building Inspector working on code enforcement in the Development Services Departments. Remaining enforcement team will be 0.5 of a position plus a materials budget; the remaining staff will

continue to respond to requests for service and proactively identify businesses and structures that have not obtained the proper permits.

- Elimination of the Cannabis Deputy City Attorney position and reduction of \$150,000 in budget for outside legal counsel. Legal services for the current level of cannabis work can be maintained by reduced in-house staff with the assistance of outside counsel.
- Reallocation of 2 Environmental Health Specialists-NC positions from the General Fund to the Health Fund as the inspections for cannabis businesses are fee/revenue generating activities. There is no service impact as this is just a change in funding source.

Community Services Reductions

The proposed budget worked to minimize the negative service impacts to the residents as much as possible. Below are some areas of cuts to help generate savings needed to balance the budget, while balancing and prioritizing remaining services and programs.

- As previously noted in the Racial Equity and Reconciliation Initiative section above, 9 branch libraries (other than Main, Obama, and Twain) will go from being open 5 days a week to 3 days a week – Tuesdays through Thursdays. All the libraries will remain full service during the hours they are open. The Billy Jean King Main, Michelle Obama, Mark Twain libraries will go from being open 5 days a week to 7 days a week with upgraded services serving as the City's flagship libraries for all residents and serving both local and regional at a service level not available before in the City in recent history.
- Reduce one hour for the Summer Fun Day program at 19 sites and the Teen Center program at 4 sites. Currently, programs operate six hours daily during the summer from 11am to 5pm. This reduction would result in the programs operating from 11am to 4pm during the summer months.
- Reduction to legal services for outside real estate transactions, architectural services, and property maintenance in the Economic Development Department. Weekly proactive property maintenance visits will instead occur on a bi-monthly or monthly basis.
- Reductions in the Tidelands Operating Fund needed to generate savings due to the significant loss of oil revenue, and increased costs needed to cover debt service payments unable to be covered by other revenues. Additional information on Tidelands is discussed later in this report. Reductions include:
 - Eliminate all Landscape Contract supplemental funding in the Parks, Recreation, and Marine Department used for emergency work and projects

- that fall outside the regular scope of duties of the contract. Basic maintenance will continue to be done.
- Reductions in the Marine Bureau in Parks, Recreation, and Marine, including elimination of a Marina Supervisor and a Marine Agent II and reduction of Marina Agent III hours. Service impacts may include longer response times and delays in processing new/cancelled permits and constructions plans.
 - Reduction of landscape services in the Tidelands Area by 20 percent reflecting a shift from weekly mowing to bi-weekly mowing of green spaces, saving \$11,000.
 - Reduction of budget for tree trimming services along the Tidelands Area in the Marine Bureau. Tree-trimming and related services will be done every other year, saving \$25,000.
- Reductions in the Special Advertising and Promotions (SAP) Fund due to significant loss of revenue as impacted by the pandemic. The funds available for SAP is projected to steeply decline with these revenue losses and projected to potentially run out of all reserves in a couple years if no action is taken. Additional information discussed later in this report. Reductions include:
 - Reductions of 2.18 positions (Events Coordinator and Clerk Typist) and materials budget in Special Events and Filming in the City Manager's Office, which will potentially limit staff's ability to manage events and the scope of events.
 - Reduction of public affairs social media coordinator position in the City Manager's Office that supported communications, marketing and social media messaging; remaining work will be distributed within the Office of Public Affairs.
 - Reallocation of the General Fund portion of Community Information Officer in the Parks, Recreation, and Marine Department to SAP
 - Elimination of funding of approximately \$53,000 for community concerts that was added in FY 19 to support marketing, communications and increase program participation. This is intended to help offset the reallocation of the Community Information Officer.
 - Reduction of contract with Long Beach Museum of Art by \$18,450. Remaining contract amount is \$350,550.
 - Reduction of contract with the Arts Council for Long Beach by \$25,215. Remaining contract amount is \$479,085.
 - Reduction of contract with Long Beach Convention and Visitors Bureau by \$450,000. Remaining contract amount is \$4,608,676

New or Reallocated Revenues (Prong 3)

Reviewing the City's revenues and maximizing cost recovery is a key part of budget planning, particularly when facing a shortfall. Below are some revenue related items that are included in the budget:

- Increase of business license tax structure for cannabis businesses as described in the sections above.
- The use of about \$4.5 million in additional Measure A funds to maintain Police and Fire services based on revenues that were previously anticipated to come in higher than projected. About \$435,000 of this is from the reallocation of the Fire's Measure A funded HEART team, as the HEART team will now be in the Health Department.
- Establish a new fee for youth sport registration of \$25 per participant per sports in the Parks, Recreation, and Marine Department. Currently, participants only pay a \$10 equipment fee. This new fee-based program will be coupled with a fee waiver program to accommodate low-income families.
- Increase Vehicle Entry fee at El Dorado East Regional Park by \$1 per vehicle.
- Increase El Dorado East Regional Park annual parking pass by \$5.
- Increase Beach Lot Parking Hourly Rate by \$.25 per 15 minutes.
- Structurally increase the Gas Fund transfer by approximately \$1.3 million (\$289,000 for CPI and \$1 million general increase). This increase is within the Measure M requirements and maintains the health of the Gas Fund funds available.
- Increase natural gas transmission rates in the Energy Resources Department. These rates have not been increased since 2016 and are 32 percent below current SoCalGas residential rates. The proposed natural gas transmission rate increase will result in an estimated increase to the average residential monthly bill of \$2.35, or an effective 10.4 percent overall increase for approximately 77 percent of ER's residential ratepayers. Even with this increase, Long Beach remains 7 percent below SoCalGas residential rates. Additional information on this can be found in the Executive Summary.
- Increase Towing fees by 8 to 17 percent to cover reduced towing volumes and additional Towing Operations costs.

The City is also engaged in a Citywide fee study that is analyzing the City's numerous fees and charges for services across various City departments. The study is anticipated to take several years with departments being evaluated on a rolling basis. In FY 20, the study began with the evaluation of the first round of services within the Parks, Recreation, and Marine, Development Services, and the Health Department. While there have been delays to the schedule due to staffing capacity as impacted by the pandemic, draft results are anticipated to be completed towards the end of FY 20 with recommendations that will be incorporated as part of the first FY 21 fee change process.

Assistance/Contributions from Employee Groups (Prong 4)

Across the nation, states, counties and cities are engaging their employee unions in an active dialogue about fiscal sustainability. In Long Beach, as a result of these unexpected economic circumstances, the City is seeking savings of at least \$11 million in the General Fund through employee furloughs and other additional employee contributions and savings from employee labor groups to help blunt the major cuts required to balance the budget. Eleven million in savings represents 26 days of furlough during the year, which is preliminarily included in the Proposed FY 21 Budget. These potential savings, however, are currently being negotiated and not yet finalized.

Furloughs are a one-time solution to a structural problem as it does not represent a permanent reduction in work hours or compensation. Any use of furloughs to balance the budget will shift the structural shortfall needing to be resolved to the next fiscal year. In addition, the furloughs represent a 10 percent loss of pay for many of our non-sworn employees and implementing the furloughs will likely require the closure of City services one day every two weeks, resulting in loss of service to the community and overall impact on organizational capacity by 10 percent.

However, with the cooperation and assistance from our employee groups, these potential savings generated from furloughs would provide immediate short-term relief that avoids significant layoffs, which would have a severe impact on the community and the employees. The savings from the furloughs is approximately the equivalent of saving 106 positions being cut from the budget and avoiding numerous layoffs. With the magnitude of the issues the City is facing this year with the \$30 million shortfall, the response to the pandemic, and grappling with racial equity, this support from the employee groups would be a tremendous help.

The City truly appreciates the collaboration and partnership of the employee unions, the hard work of the employees they represent, and their willingness to come to table to discuss solutions to help the City during these unprecedented times. We will continue to engage with the employee labor groups in the hopes of coming to fair and mutually beneficial agreement.

Strategic Investment (Prong 5)

Providing funding for strategic investments, while incurring short term costs, can have long-term benefits and savings and help avoid even greater costs in the future.

Structural Strategic Investments

As part of the balanced budget outcomes approach, the goals are to be able to maintain capacity to meet required local, State, federal mandates and legal requirements; to ensure adequate support staffing for front-line services and systems; and to respond to

City Council's priority requests. Below are investments included in the proposed budget to achieve these goals.

- Add funding for Grounds Maintenance needs to upkeep the newly acquired Sunnyside Cemetery, which was a Mayor and City Council priority, estimated at approximately \$301,000.
- Add an Assistant to the City Manager to provide Ethics Commission staff support, including studies, reports and consulting services for the Commission. The Ethics Commission is a newly added function per the Charter, as authorized by Measure CCC, and was a Mayor and Council priority. Actual staffing needed is likely two or three positions as well as outside contract support, but due to the fiscal challenges, one position is recommended at this time and workload will be adjusted accordingly.
- Reallocate \$150,000 from the Cannabis program to support legal services related to the Ethics Commission in the City Attorney's Office. These funds will go towards staffing monthly commission meetings, providing legal advice, preparing legal opinions, ordinances, researching City and State ethics issues and practices, and presenting such items to the Commission.
- Add 10 Administrative focused positions in the Health Department to provide the critical grants and personnel management, accounting, purchasing and procurement, and analytical support needed to adequately manage significant number of grants, particularly as impacted by the pandemic. Positions to be funded by the administrative allocation portion of various grants.
- Add an Assistant Administrative Analyst in the City Manager's Office to coordinate the California Public Records Act (PRA) process citywide and assist with other administrative functions. Pursuant to the PRA, access to information concerning the conduct of the City of Long Beach is a fundamental right. This position will help the City meet its legal obligation to make records available to any person, upon request in accordance with the law. This position will also assist with the payment and procurement process within the department.
- Reduce positions and implement reorganizations the Accounting Bureau in the Financial Management Department to generate savings to add a Grants Officer and an Administrative Analyst III in the Accounting Bureau for critically needed oversight and controls with regards to reporting for projects and grants. This position will oversee the accounting and documentation processes for FEMA, CARES Act and other State and federal grants so that the City's cost recovery claims can stand up to oversight audits.
- Add 1 Veterinarian and \$100,000 for medical supplies/pharmaceuticals budget in the Parks, Recreation, and Marine Department, to address animal medical needs and to support the Compassion Saves program mandated by the City Council.

Actual costs may exceed this amount, but this will be a significant step to align the budget with the actual need.

- Increase budget for water needs by \$336,400 in the Parks, Recreation and Marine Department to cover for the 12 percent water rate increase in 2019 as well as the anticipated 6 percent increase in 2020. This will allow the department to keep current water usage, which is still much less than actual plant need (at 54 percent of actual plant need) and to help mitigate safety issues such as urban tree failures.
- Increase budget by \$100,000 for landscape maintenance contract for medians in the Public Works Department to adequately maintain the medians at current levels of maintenance.

One-time Strategic Investments

The following are strategic General Fund one-time investments included in the proposed budget, funded with other one-time sources as well as use of reserves. Due to the significant shortfalls the City is facing in both FY 20 and FY 21, sources of one-times for strategic investments are severely limited and in this case requires the City to utilize some of the reserves, further described in the Budget Balancing section below.

- One-time funding of \$1,500,000 for both the runoff elections anticipated for November as well as the cost of a November ballot measure.
- One-time funding of \$1,172,500 to support Redistricting efforts in the City Manager and City Clerk's Office including advertising and staffing costs needed to comply with Measure DDD approved by voters, as well as support for Census efforts.
- One-time funding of \$200,000 to fund a comprehensive study for the Fire Department to analyze operations and identify a strategic plan for future reductions, changes in operations, and/or revenue increases to both identify the \$1.9 million in structural solutions in the Fire Department for FY 21, and potential future structural solutions for FY 22.
- One-time funding of \$255,000 for citywide Homeless rapid response efforts
- One-time funding of \$600,000 to supplement the water budget for plant needs in the Parks, Recreation, and Marine Department to mitigate structural underfunding of budget needed to avoid safety issues such as urban tree failures.

Attachment D “General Fund Strategic One-time Investments” also provides this summary.

Citywide Strategic Studies

As mentioned in various sections of this document, the City is investing in strategic studies that will begin or continue in FY 21 to help arm the City with data and information that will guide thoughtful decision making and actions to promote best practices and strengthen financial standing.

- A comprehensive study on best practices for CPCC operations and the potential for a ballot measure to implement change to their duties and authority.
- A comprehensive study for the Fire Department to analyze operations and identify a strategic plan for future reductions.
- Continue the multi-year citywide fee study analyzing the City's numerous fees and charges for services across various City departments to determine the most appropriate rates and maximize cost recovery.
- City Energy Efficiency Savings Study – evaluate the potential for a study utilizing AB 32 funding to fund capital projects that will reduce green-house-gas and save costs.

Police and Fire Academies and SAFER Grant

In FY 20, the Police and Fire academies were originally scheduled for July and August, respectively. Due to the pandemic and resulting projected budgetary deficits, staff have studied ways for the academies to be conducted safely, while simultaneously limiting the impact the academies may have on projected shortfalls. As a result, the Police Academy was moved to start in October of 2020 with a reduced academy size of no more than 40 recruits. The Fire Academy was moved to start in late September of 2020 with a reduced academy size of no more than 24 recruits. Despite the reduction to the budgeted sworn staffing levels proposed in the FY 21 budget, staff continues to recommend moving forward with these academies to invest in the critical operational needs of both departments. It is anticipated that the attrition levels will be higher than originally expected, which will potentially create vacancy savings that will allow the academies to be conducted without needing additional funding. However, if the attrition savings do not materialize, other one-time funding sources will need to be identified to cover the costs of the academies with the primary option being unallocated future Measure A revenues. This situation will be assessed during FY 21 and any use of one-time funding including Measure A funds will be brought back to City Council for review.

Investment in a Fire Academy will help staff critical Fire Department operations. However, the budgeted and actual staffing levels, while meeting operational needs, will not be high enough to meet the requirements of the Federal SAFER grant, which was awarded in September 2019. To meet the staffing levels required by the grant, the City would need to conduct a second academy in FY 21, costing an additional \$1.6 million in one-time

funds that would need to be identified and would preclude the Fire Department reductions that are necessary to address the structural shortfall situation. Trying to achieve this staffing level to secure a grant would not make financial or budgetary sense in the current fiscal situation. Receiving the SAFER grant would actually cost more than what the City would receive. This was known to be a potential issue when applying for the Grant, but as the budget situation then was not as uncertain and because the Grant could be turned down after it was awarded, it was prudent to apply for the Grant and hope for a positive budget situation. Staff intends to forego receipt of the SAFER grant to avoid higher costs and overstaffing. There is no funding that would need to be returned to the federal government as the City has not yet drawn down on the SAFER grant.

ALTERNATIVE BUDGET REDUCTION OPTIONS

The size of this budget shortfall and the many needs that exist made the preparation of this proposed budget particularly difficult. The extreme difficulty of what to cut and what to include is faced by many cities and governments. While work was done to maintain services at an acceptable level, this budget still reflects the difficult decisions and tradeoffs that had to be considered to keep the City on a fiscally sound foundation and on a path of long-term stability and service delivery. These decisions were made based on looking at a variety of options and working to minimize further cuts into Public Works, Parks, Recreation and Marine, Library Services, and other departments that would have substantially and adversely impacted the quality of life in Long Beach.

Below are examples of service reductions that were considered but not included in the current proposed budget. As promised early in the budget process, this is being provided to show the City Council some of the other options that were considered and to shed light on the tough decisions that had to be evaluated when putting together the Proposed FY 21 budget. These options also provide a sense of scale of various potential reductions and the associated savings.

- **Eliminate a Paramedic Rescue** – This would result in reduced daily on-duty staffing and increased workload to surrounding rescues, while also leading to an increase in response times to medical emergencies citywide. Six budgeted positions would be eliminated with savings of approximately \$1.4 million.
- **Reduce a Paramedic Rescue to Peak Load Staffing** – This allows the Rescue to operate during times of heaviest call volume, usually during daylight hours. Six budgeted positions would be eliminated and replaced with the call-back overtime hours required to operate the Rescue for 12 hours per day. This would leave the area served without a nearby resource during nighttime hours of 8 pm to 8 am, resulting in longer response times to emergency medical incidents in that area and citywide. The savings are approximately \$881,000.
- **Elimination of Engine 17 one-year earlier** – Currently, the Measure A plan has set aside funds for 2 years of operating Engine 17 based on over-time. FY 21 is

the second year of this funding. If Engine 17 was eliminated in FY 21, \$2.4 million of Measure A funding would be freed up as a one-time source. There would be no structural savings as Engine 17 is currently funded with one-time dollars.

- **Elimination of an Engine** – This would result in reduced daily on-duty staffing and increased workload to surrounding engine and truck companies, while also leading to an increase in response times to fire and medical emergencies, citywide. 12 budgeted positions would be eliminated with savings of approximately \$3 million.
- **Eliminate the South Division Pine Police Overtime Program** – The Police Department is budgeted \$725,000 to provide additional patrol units in the Downtown Entertainment District with special emphasis on Pine Avenue. This appropriation supports approximately 8,000 hours of overtime. Eliminating this would be the equivalent to approximately four Police Officers with a savings of approximately \$725,000.
- **Reduce the Gang Enforcement Unit** – The Police Department operates a Gang Enforcement Unit to respond, investigate, arrest and charge criminal activities related to gang activity. This unit is currently budgeted with 16 sworn positions. Any reduction to this Unit will impact the available sworn staff who may respond on an on-call basis to shootings, stabbings and other violent crime. Each position cut would save approximately \$233,000.
- **Eliminate Quality of Life Program** – Eliminate four Police Officer positions assigned to the Quality of Life Program and one officer position that is being requested to convert to a QOL sergeant position. There are four police officers funded by Measure MA and Measure A funds to perform quality of life outreach and enforcement services to persons experiencing homelessness. These activities will be required to be handled by other departments. General calls-for-service police officers will serve as the available positions should enforcement requests be needed. Five budgeted positions would be eliminated with savings of approximately \$956,000.
- **Reduce funding for Animal Care Services** – Elimination of an Animal Services Operations Supervisor would eliminate one of two supervisor positions in Animal Care Services, with the remaining supervisor needing to oversee both Field Services Operations and Shelter Operations. Elimination of three Animal Control Officers would impact work and coverage in dispatch, field, investigation and clerical. Four budgeted positions would be eliminated with savings of approximately \$296,000.
- **Reduce funding for encampment cleanups and outreach for people experiencing homelessness** – This would eliminate the Health Department's ability to respond to the clean-ups of homeless encampments and could negatively impact the health of the public as well as people experiencing homelessness (PEH), especially during the COVID-19 pandemic. Furthermore, this cut will reduce

outreach incentives such as food items, hygiene kits, and other basic necessities, resulting in a decrease in the number of participants seeking services at the Multi-Service Center. Additionally, the City will not be able to fully fund the annual, mandated point in time (PIT) homeless count, which would limit the City's ability to recruit and deploy enough volunteers to conduct the count effectively. This could lead to a misrepresentation of data, and ultimately a reduction in homeless grant funding for the City. This reduction would be a savings of about \$80,000.

- **Eliminate services for disabled and homebound patrons and volunteer service programs at Main Library** – This reduction would include the Center for Adaptive Technology and volunteer service programs. There would be a loss of volunteer hours and the library would cease to be a repository for government publications. A 0.65 budgeted position would be eliminated with savings of approximately \$215,000.
- **Close all branch libraries except for Main, Obama and Twain Libraries** – The three remaining libraries would become flagship libraries that would have enhanced services, open seven days a week. Approximately 17 budgeted positions would be eliminated with a savings of about \$1.7 million.
- **Close four branch libraries** – Potential closure of four branch libraries. Approximately 18 budgeted positions would be eliminated with a savings of about \$1.7 million.
- **Elimination of various Parks programming such as Be SAFE structural funding, summer swim programs, and the adaptive program at Stearns Park.** – The reduction of \$80,000 of structural funding for three Be SAFE sites that was in place in 2017 would make the entire program reliant on annual one-time funding. Lack of one-time funding would likely result in the reduction or elimination of the entire program. The elimination of the summer swim programs at Jordan and Millikan School Pools would include swim lessons, recreational swim, and lap swim. Last summer the daily average use was approximately 178 participants. 0.97 budgeted positions would be eliminated with savings of approximately \$38,000. The elimination of the Adaptive Recreation programs for youth and adults with high functioning disabilities would impact the opportunity program participants are provided to develop music and art abilities, improve fitness levels and sports skills, and enjoy social interaction in the community. In FY 19, the program served over 6,000 participant activity instances, with Long Beach being one of the few cities to offer social integration programming for individuals with disabilities. Two budgeted positions would be eliminated with savings of approximately \$105,000. All together, these items would result in savings of approximately \$223,000.
- **Further Reduce Financial Management Positions** – Reduce additional positions that would significantly reduce basic accounting and customer service capacity. This would result in a significant and risky reduction in controls and financial oversight, impacting basic analysis and potentially revenue

generation. The reductions not taken include project and grant accounting positions that could lead to problems with tracking the status of projects and their associated grants, and potentially result in the City needing to return funds back to the remitting agencies (Prop A, Prop C, grants, etc). The Department of Financial Management already has one of the largest reductions this year, saving a net \$1.3 million in the General Fund. The ability to perform financial administrative tasks and service customers is already somewhat impacted; these additional reductions would have significantly further impacted financial controls and the quality and timeliness of financial reporting and customer service.

- **Reduce Graffiti Program** – Reduce the five crews currently contracted to abate graffiti citywide to three crews. The remaining crews would provide for weekday service and continue with one crew on the weekends. Each crew abates on average about 13,200 sites annually. Response time would increase from 1-2 days to 3-5+ days (95 percent of the time). Approximately 26,400 sites of abatement would be reduced. This would be a savings of approximately \$350,000.
- **Reduce Tree Trimming Contract by 50 percent** – Reduce the budget available to spend on the tree contractor by 50 percent. Reducing the tree trimming services budget will lower the number of trees trimmed annually by the contractor from approximately 15,000 to 7,500. The reduction will extend the tree trimming cycle from six years to twelve years. Extending the tree trimming cycle will increase the number of emergency call-outs. Also, the number of clearance trims will increase primarily for street light safety, traffic sign visibility, and vehicle and pedestrian path of travel. Reducing tree trimming activities will likely increase the number of liability claims filed with the City Clerk and eventually awarded. This would be a savings of approximately \$500,000.
- **Reduce street/pothole repairs** – Reduce the number of pothole crews from four crews to two crews. Currently potholes are filled between 18-30 days after notification, with faster response times on arterial streets with safety concerns. If the number of crews is reduced to two, there would be an approximate 65 percent reduction in the number of potholes filled. Currently the average annual number of potholes filled is 30,000 and would be reduced to approximately 10,500 annually. The efficiencies of the current grid-based crew assignments would be lost as two crews have to cover a larger territory to address City Council and resident requests, and safety concerns. Response times would lengthen to 70 days or more and the pothole backlog would increase. The Street Operations backlog is approximately 9,000 service requests. These positions also support emergency response, special events, weed abatement and City Council and resident requests. Eight budgeted positions would be eliminated with a savings of approximately \$485,000.
- **Reduce Park maintenance funding.** Reduce various park maintenance funding, such as a reduction in contractual services for facilities maintenance related to safety repairs in the Parks, Recreation and Marine Department. A 60 percent

reduction of this budget will impair the department's ability to address safety needs related to roofing, concrete, pothole repairs, playground resurfacing, skate park repairs, and fire alarm system inspections & repairs. This reduction could lead to unsafe parks and facilities, as well as impact deferred maintenance leading to costly repairs in the future. This would save approximately \$90,000. Another example is the reduction of playground equipment replacement funding. The City continues to upgrade and install new playgrounds through Measure A funding. Many of the elements are not holding up to the wear and tear due to usage and are not covered under the manufacturer's warranty. Once the remaining budget is depleted, staff will board up and remove deteriorated/damaged slides and equipment, taking away from the public's ability to fully utilize the equipment. This will save \$75,000.

- **Reduce budget in the Facilities Division for carpentry, paint, plumbing, building materials, small tools, equipment and welding supplies by 32 percent** – Carpentry reductions will reduce the ability to board up broken windows, doors, secure buildings, and repair fencing and benches. Staff will be unable to render these areas safe leaving the parks at risk for vandalism, theft and other illegal activities. Painting reductions will lead to unsafe sports courts due to cracks and chipping and will continue to deteriorate and increase future costs. Electrical reductions will not allow for the use of brighter, energy efficient bulbs that save energy. Plumbing supply reductions will result in fewer available drinking fountains, toilets, and sinks as the old ones become rusted or damaged at parks and community centers and are removed. This would save approximately \$131,000.
- **Reduce pumps and lake permits contractual services in Grounds Maintenance** – Reduce budget in the Grounds Division for contractual services by 46 percent related to pumps, lake permits, environmentally sensitive area maintenance, compliance management and biological surveys. This funding serves to supplement the shortfalls in budgeted contractual services. An example can be found in the structural funding for pump repair which is \$25,000 annually. Due to antiquated equipment, the funding need regularly outpaces the structural budget. This reduction will minimize the ability to repair pumps and apply for California Department of Fish and Wildlife and Waterboard permits. This would save approximately \$100,000.
- **Increase Parking Citations Fines** – Increase parking citations fines by \$5. A preliminary estimate of the additional revenue is over \$900,000. While this is technically not a reduction, it reflects a cost impact to the community and would be a significant burden on residents who are already impacted by the pandemic.

UNFUNDED OPERATIONAL NEEDS

No budget can address all the needs or services that are wanted by the wide variety of constituents and businesses in a City. What is funded is always limited by the available

resources, the amount of resources the voters wish to provide, and then allocated to services by the budget. This budget year with the pandemic, the need to address racial equity and reconciliation, and the major budget shortfalls has been particularly difficult to address.

There remain numerous operational needs that are unfunded or underfunded, including funding for some priority initiatives requested by the City Council. Again, this reflects the difficult choices and tradeoffs that need to be considered when working to address the needs of the community, the City, and address a significant shortfall. The list below provides examples of underfunded needs and projects.

- **Impact of using alternative weed control in City parks** – In August 2018, the City Council moved forward with the recommendation to discontinue the use of glyphosate (Round-up), an herbicide, and develop more sustainable weed control strategies. Since then, strategies have shown that alternative herbicides are less efficacious (more frequent applications and less vegetative control) and more expensive per treatment. In order to achieve the horticultural standard set in the City's landscape/grounds maintenance contracts, additional labor and increased materials are needed to accomplish what was previously done using glyphosate. The additional cost is estimated at over \$480,000. The proposed budget could not support this additional cost and the cost will be absorbed within parks maintenance with the likely result of more weeds, including on curbs and a lower level of overall parks maintenance.
- **Additional Animal Care control medical costs** – the proposed budget includes an enhancement of approximately \$300,000 for a Veterinarian position and materials funding to support the "Compassion Saves" program. However, the funding required to fully support program requirements to increase the number of animal spayed/neutered by 3,000 annually and to cover the increasing cost of medical supplies and pharmaceuticals, is estimated at an additional \$400,000.
- **Structural Funding for Engine 17** – The engine is currently funded per the Measure A spending plan approved in FY 20. It was funded using Measure A funds for two years and FY 21 is the second and last year of funding. It was hoped that with the federal SAFER grant, along with an unspecified source of an additional \$2 to \$2.5 million, the engine could be funded through FY 23. However, since the time of the original SAFER application, it has become clear that the cost to maintain the staffing level required of SAFER does not make financial or budgetary sense in the current environment – getting the SAFER grant would actually cost more than what the City would save. Staff intends to forego receipt of the SAFER grant for that reason, and Engine 17 remains unfunded past FY 21, unless additional funds are identified in future budgets.
- **Armory Maintenance Costs** – Fund for property maintenance costs associated with the Armory site is currently unfunded. The Economic Development Department is responsible for this site and requires funds to provide security,

utilities, landscaping, and general upkeep of the property. An estimated \$340,000 is needed to prevent disrepair of this community asset and to ensure the site does not become an attraction for nuisance activities. The Department is looking for alternative solutions and this will be revisited later in the year.

- **Fireworks enforcement taskforce** – This year, Long Beach, along with many other cities, saw a major increase in the use of illegal fireworks. As a result, the City Council has directed staff to create an Explosives and Fireworks Action Plan to address the illegal use of fireworks and explosives in Long Beach. This effort will require additional staffing across various departments for various education and enforcement and technology costs currently estimated at \$500,000.
- **Additional Ethics Commission support** – In November 2018, Long Beach voters approved Measure CCC, which created in the City Charter an Ethics Commission for the purpose of monitoring, administering, and implementing governmental ethics in the City. The Commission was established without a formal budget. A recent City Auditor audit on ethics made recommendations that would likely require two to three full-time staff, support from the City Attorney and potentially outside counsel, and a training budget, for full implementation. This proposed budget adds one position in the City Manager's Office and reallocates \$150,000 from within the City Attorney's Office to support this commission but full implementation of the recommendations remain underfunded.
- Additionally, throughout the year, City Council requests staff to report back and/or provide information on various projects and priorities to potentially implement. Many of these projects and priorities do not have full funding. See the list below for examples of these larger scale projects that have been requested by City Council but have costs that remain unfunded. For more information on the specific requests and dollar amounts, please refer to the To/From/For memos provided by the City Manager to the Mayor and City Council during the FY 20 year:
 - Everyone in Implementation
 - Long Beach Justice Fund
 - Compassion Saves additional implementation
 - Safe Streets action plan implementation
 - Youth Strategic Plan implementation
 - Street Performer Study implementation
 - Red Curb Study Implementation
 - North Long Beach Higher Education Center implementation
 - Contracting in all security services
 - On-call storage plan for homeless services
 - Construction funding for the African American History Museum
 - Land Use Element Implementation
 - Long Beach One Card Implementation
 - Public Banking

UNFUNDED LIABILITIES

In addition to unfunded and underfunded operational needs as described in the section above, there remain important unfunded short-term and long-term liabilities most of which are long-standing. Below are examples (not a comprehensive list) of these liabilities:

- **Structural Balancing of the Budget** – As described in the main City Manager's budget message, this budget is balanced using a combination of structural (permanent) reductions and revenue enhancements, along with about \$14 million of one-time funding, mostly from anticipated furloughs. This adds \$14 million in structural solutions that need to be resolved in FY 22 in addition to the anticipated shortfall for FY 22. The intent is to find the structural reductions, revenue enhancements and adjustments needed to structurally balance the budget in FY 22, or at worst by FY 23. See comments below on the Future Outlook and Plans for more detail.
- **Major infrastructure maintenance and facility improvements** – In terms of infrastructure needs, the City has been conducting studies to ascertain the level of funding needed to repair and/or maintain infrastructure. Sidewalk assessment, road and street condition, and alley assessment studies have all been recently completed and a facilities condition assessment is currently underway.
- **Sidewalk ADA Compliance** – The City entered into a consent decree for substantial expenditures over the years to ensure ADA compliance for sidewalks. This will be built into the Sidewalk Management Plan (below). The distinction is that the ADA expenditures must be made independent of the City's financial condition. The City can control the timing, but care must be taken in doing that so that residents in the future are not unduly burdened with costs.
- **Sidewalk Management Plan** – The City recently completed a comprehensive review of the City's sidewalk infrastructure. This plan found a need of over \$631 million (includes ADA curb ramps) for investment in the City's sidewalks.
- **Tree Trimming Cycles** - The City's tree management program for parks consists of emergency trimming for safety purposes only, mainly around buildings and playgrounds. The standard of arbor care indicates that regular grid trimming will enhance the longevity and safety of the urban forest. An annual funding increase of \$560,000 is needed to support a five-year tree trimming cycle to maintain healthy trees in City parks. In addition, street tree trimming is on a 6-year cycle. Going to a 5-year cycle would require an additional \$350,000 a year.
- **Plant water needs** – The proposed budget includes an enhancement that increases water budget for plant needs to account for the water rate increase. With this increase, the budget remains at 54 percent of actual plant need. Approximately \$1.5 - \$2 million of additional structural funding would be needed to fully address the water needs and safety issues, such as urban tree failures.

- **Self-insurance funding and General Liability** – The General Liability and Workers Compensation self-insurance funds need additional funding to meet actuarial estimates. In particular, the General Liability Fund needs major adjustments. A major adjustment to General Liability was included in the FY 21 budget, but it is not clear whether the adjustment will be adequate or not. More analysis on both these funds will need to be done for FY 22.
- **Funding the Cost of oil well abandonment** – The City receives revenue from oil wells. As a result, under State law, the City has a fiduciary responsibility to ensure all oil wells within its jurisdiction are properly abandoned at the end of the life; that is an annual cost of operating the oil wells and deriving revenue from them. Currently, the annual cost of creating the necessary oil abandonment reserves is \$5.9 million for the Tidelands Fund and \$1.3 million for the Uplands Oil Fund. Due to the steep decline in oil prices and its impact to net oil revenues, the unfortunate recommendation is to not pay into the oil abandonment reserves for FY 20 and FY 21 and potentially only partially in FY 22. This practice helps preserve operations in the Tidelands and the General Funds but pushes these costs to future budgets and to residents in the future.
- **Pension and other post-employment benefits** – Long-term pension liabilities are a major concern. The impact of the pandemic on investment returns is anticipated to have a negative impact on pension funding needs, but the full impact of this is not yet known and will be closely monitored.
- **Implementation of the Climate Action and Adaptation Plan (CAAP)** – The CAAP concludes that daily flooding due to sea level rise could cost the City an additional \$26 million in damage to transportation infrastructure on an annual basis by 2030. Other aspects of climate change also are damaging. The CAAP identifies steps the City could take but total costs are very high and are not funded.
- **Preparation for the 2028 Olympics** – the City has committed to 8 important infrastructure investments to support its role hosting the Olympics in 2028. The City has been awarded key sports events including: Handball, Triathlon (Olympic and Paralympic), Marathon Swimming, BMX Racing, Water Polo, and Sailing. The eight projects (and initial estimated costs) are as follows – Belmont/Veterans Pier Rebuild (City funded - \$25 million gap); Belmont Pool (City funded, \$20 million gap); Lifeguard Towers (City funded, \$1.5 million gap); Beach Concession Stands (City funded – underway, fully funded); Arena Improvements (City and Private funded, \$50 million gap); Pine & Ocean Hotel (Private Funded w/ city tax incentives assisting); Airport Improvements (Airport funded, status uncertain); Metro Blue Line Improvements (Metro and City funded; completed in 2019). There is also expected one-time City hotel/convention center revenue loss from the Olympics that ideally should be funded in advance. Reserves that could have been used for the Olympics may need to be spent down over the next few years to deal with the current financial and budget crisis.

BUDGET BALANCING AND FUTURE OUTLOOK

General Fund

The City had a \$30 million shortfall in the General Fund to solve for FY 21, the largest shortfall the City has had to resolve in recent history. The Proposed FY 21 budget resolves the shortfall and balances the budget through combination of structural solutions (\$16.6 million) and one-time funding strategies (\$13.9 million). Given the level of uncertainty that exists with the economy and future, and the negative implications to the community of more severe service reductions, the use of one-time funds is a recommended strategic element for balancing FY 21. It is the first step of a multi-year strategic process of evaluating and prioritizing City services and creating the time and space to do this in a thoughtful way.

City departments generated a net \$16.3 million in savings through a combination of reductions, revenues, reallocations, and enhancements. However, about \$1.9 million of these annual savings are not expected to be realized in FY 21, due to expected delays in implementation of some reductions, e.g., some reductions will require a Prop L study before implementation. A Prop L Study is a Charter requirement before some services can be contracted out. These delays are factored into the budget. Additional solutions were generated from increasing the cannabis business license tax (as previously authorized by the voters) and savings from reductions in internal service departments (i.e. Technology and Innovation Department and Fleet Services Bureau) that generated lower charges to the General Fund – all totaling about \$2.2 million. The City is also seeking assistance from the employee labor groups through the implementation of furloughs or other solutions to help generate at least \$11 million for the General Fund. Finally, the City is proposing to utilize \$2.9 million in reserves to fully balance the budget.

The proposed budget also includes allocations for critical strategic one-time investments for items such as redistricting and homelessness rapid response. As it is not anticipated that there will be any surplus funds at the end of FY 20 to support these one-time needs, this budget assumes the need to draw down on an additional \$3.3 million of reserves.

In total, the anticipated use of reserves to balance the structural shortfall and cover one-time critical needs is \$6.1 million. Currently the City's operating reserve has \$13.5 million (including \$1.7 million in the Measure B Budget Stabilization Reserve) and the Emergency Reserve has \$45.5 million. It is anticipated that some of these funds may be needed to help resolve the FY 20 shortfall as well. It is uncertain at this time how much of the reserves will be available at the beginning of FY 21. The proposed use of these reserves is only due to the unprecedented situation as exacerbated by the pandemic, the magnitude of service reductions to the community that would have been needed in one year, and the significant level of uncertainty in knowing how the economy will respond to events in the short and long-term.

Table 1 below shows the General Fund budget outlook for the next four years, which includes estimated impact of the pandemic on revenues and potential cost of living wage

increases for employees, which will be revised based on actual negotiated employee contracts. This outlook shows significant challenges ahead and the need for the City to be proactive in its strategic planning. The City Manager and City staff will be working on strategies and solutions throughout FY 21 to prepare for the future.

Table 1: General Fund Surplus / (Shortfall) in \$ Millions*					
	FY 21 Proposed	FY 22 Projection	FY 23 Projection	FY 24 Projection	Total
Surplus/(Shortfall)	-	(32)	(23)	(22)	(76)

* This chart assumes that any shortfalls are structurally solved each year.
 ** FY 22 figures include approximately \$14 million shortfall from FY 21 that was balanced with one-times

As is always the case with projections, the outlook will change over time as more information becomes known. This year in particular, there is even greater uncertainty as the status of the pandemic and its lasting impact on the economy is unknown. Additionally, there is the possibility of Federal and/or state support that could provide relief and supplemental funding for the City that could both address resident and business needs for assistance as well as offset lost revenue to the City and allow it to better provide services. This outlook does not factor in these potential relief packages due to their substantial uncertainty both as to whether they will materialize, what the requirements and restrictions would be, and what special resident and business needs there will be at the time. The situation will be carefully monitored and if federal or State funding becomes available, the budget can be modified.

The Executive Summary chapter further describes the budget balancing strategies as well as provides details on the General Fund revenue and expense drivers and trends.

Special Advertising and Promotions Fund

The Special Advertising and Promotions Fund Group (SAP) has been severely impacted by the pandemic, as Transient Occupancy Tax (TOT) is the fund's main source of revenue and is experiencing severe losses with the shut-downs and dramatic slowing of the tourism industry. TOT revenue has historically been incredibly volatile and has demonstrated slow recovery in past downturns and recessions, not returning to previous revenue levels for many years. The City is currently facing these challenges and risks. In the FY 20 projections, the Fund started with approximately \$5.5 million in funds available and is projected to end the year at a negative \$500,000 if no action is taken. This would require dipping into the \$5.2 million operating reserve to balance the year. With current projections showing continued impact of the pandemic on revenues into FY 21 and FY 22 despite some recovery and growth, the situation could deplete all the remaining operating reserves by FY 22 or FY 23 with no backup funding sources remaining. To begin to address this serious situation in SAP, the FY 20 one-time projects are being evaluated to see what could be defunded to generate savings. Any recommendations will

be brought to City Council. The Proposed FY 21 Budget also includes about \$850,000 in reductions that are necessary to start scaling back costs during this downturn, and there will likely need to be further reductions in future years. Even with additional sizeable budget reductions in future years, given current revenue status, the projections still anticipate a rapid decline in funds available and the City will need to very closely monitor the situation and maximize any opportunity to generate savings or preserve funding.

Tidelands Operating Fund

The Tidelands Fund has also been severely impacted by the pandemic with heavy losses in oil revenues in FY 20. In an historic event, the prices of oil even went negative for one day. With an assumed price of oil at \$35 per barrel in FY 21, projected revenues are still 30 percent lower than the FY 20 adopted budget levels. In addition, the Tidelands Operating Fund is likely to need to pay some previously unanticipated debt service on one or more bond issues that would normally be covered by other sources such as rent paid by the City's Aquarium and Passenger Fees from Carnival Cruise Lines. These operations are all experiencing significant revenue declines as a result of the pandemic. In addition, the temporary closing of the Convention Center due to the pandemic is expected to cost the fund over \$5 million in FY 20 and at least \$2.5 million in FY 21. To assist in mitigating these losses, staff is evaluating actions for any one-time savings from projects and operations that can be taken in FY 20 and is proposing a reduction of \$2.8 million in FY 21. Even with these actions, it is anticipated that the fund will need to draw down on some of its reserves. This combination of structural reductions and use of reserves (a "one-time" action) is recommended, as oil prices are assumed to slowly increase and the fund is projected to generate more revenue than expenses in future years. There are still many uncertainties and staff will continue to closely monitor the health of this fund.

More information on these funds and the status of key other funds can be found in the Executive Summary Chapter.

CITY BALLOT MEASURES

In recent years, Long Beach has been very fortunate that voters have approved several measures, which support City services. To increase transparency on how those dollars are spent, this section specifically discusses the ballot measures and how the funds are being used.

Measure A (2016) – Long Beach Transactions and Use Tax

Measure A is a ballot initiative, approved by 60 percent of Long Beach voters on June 7, 2016, which added a transactions and use (sales) tax for a period of ten years. Beginning January 1, 2017, Measure A effectively increased sales tax by 1 percent for the first six years. After six years, and for the remaining four years, the tax increase is reduced to 0.5

percent. Measure A sunsets after 10 years. Recently, an extension to Measure A was approved on the March 3, 2020 ballot, which eliminated the 10-year sunset and keeps Measure A in effect until voters decide to end it at a later election. This new adoption authorizes the City to continue the additional sales tax beyond 2027, generating revenues at a maximum annual rate of one cent (1%) per the measure, until ended by the voters. The new dollars approved by voters in March 2020 do not begin to be realized until 2023, so these funds are not part of this budget.

Although Measure A is a general tax to fund City services, the City Council's intent is to prioritize spending of Measure A funds for the following purposes:

- Public Safety, including the costs of providing Public Safety services, consisting of: police patrol, response, investigation, apprehension and law enforcement, emergency 9-1-1 response, fire prevention and suppression services, paramedic services, and ambulance services.
- Public Infrastructure, including the costs of improving and maintaining streets, sidewalks and alleys, improving and upgrading the City's water system for conservation, and improving, upgrading storm water/storm drain systems and public facilities, including parks.
- As part of the measure to extend the tax, support for community health services related to the reopening the Long Beach Community Hospital was added to the resolution prioritizing Measure A funds.

In FY 21, an additional \$4.5 million of anticipated higher Measure A revenues was used for the maintenance of public safety, bringing the total Measure A funds used to maintain police and fire operations to \$26.4 million. This increase is made up of \$4.1 million that was previously anticipated and the remaining amount from the reduction of the HEART team out of the Fire Department to realize savings to the General Fund. This funding for maintenance is the equivalent to about 143 sworn positions, along with 40 public safety positions (37 sworn) that have already been added in prior budgets to enhance services to the community. In addition to the maintenance and enhancement to public safety, \$1.0 million is obligated for the Community Hospital reopening and \$18.5 million is allocated for infrastructure, including \$1.6 million for the new Station 9 facility, among other projects. Attachments G – J as outlined below provides additional summaries of Measure A revenue and spending plan.

- Attachment G – Measure A FY 21 Sources and Uses
- Attachment H – Measure A Infrastructure Project List
- Attachment I – Measure A Five-Year Infrastructure Update
- Attachment J – Measure A Outyear Plan and Allocations

Measure B (2016) – Budget Stabilization Fund

Measure B is a companion ballot initiative to Measure A. Approved by Long Beach voters on June 7, 2016, Measure B established a budget stabilization fund. The fund receives

automatic deposits/transfers of one percent of any new general tax revenues generated each year, commencing with FY 17.

Table 2 below summarizes the amounts set aside in the Measure B Rainy Day Fund by year from Measure A and Measure MA since its inception as well as the projected increases in FY 20 and FY 21. As of the end of FY 19, there is approximately \$1.7 million in the reserve. For FY 20 and FY 21, the figure below represents the estimated one percent; however, due to the revenue shortfall projected for FY 20 as impacted by the pandemic, it appears that this automatic deposit may not be made. As this is a relatively new Measure and a unique situation, this is being evaluated by staff and will be brought to City Council with additional information on the funding of and/or potential use of Measure B funds.

Table 2: Measure B Rainy Day Fund Reservations						
	FY 17 Actual	FY 18 Actual	FY 19 Actual	FY 20 Projected	FY 21 Projected	Total by Tax Measure
Measure A	\$ 389,231	\$ 615,439	\$ 663,679	\$ 565,697	\$ 626,881	\$ 2,860,927
Measure MA	1,539	16,452	38,893	68,917	85,851	211,651
Total Reserved	\$ 390,770	\$ 631,890	\$ 702,572	\$ 634,614	\$ 712,732	\$ 3,072,578
Total Reserved without FY 20	\$ 390,770	\$ 631,890	\$ 702,572	\$ -	\$ -	\$ 1,725,232

Through FY 21, the projected Measure B reserves could be as low as \$1.8 million to as high as \$3.1 million depending on what is reserved in FY 20 and FY 21, assuming current revenue projections. This does not account for potential uses of reserves in either of those years. Measure B funds may be used to pay for City operations and services that might otherwise be reduced in scope, suspended or eliminated due to unanticipated shortfalls in General Fund revenues, whether caused by economic recession or other financial hardship of the City. Measure B defines what a financial hardship is and how much of the “rainy day” fund can be used in any given year. With the shortfall and financial hardship the City is facing in FY 20, it is possible that some of these Measure B funds may be utilized to help resolve any shortfall at the end of FY 20 as well as to maintain services in FY 21.

Measure MA (2016) – Business License Tax on Cannabis Businesses

Measure MA is a ballot initiative, approved by 68 percent of Long Beach voters on November 8, 2016, which established a business license tax on cannabis businesses. Measure MA was approved by the Long Beach voters at the same time as Measure MM, which authorized medical cannabis businesses. On July 10, 2018, the City Council passed the Adult-Use Cannabis Business Ordinance that authorized recreational (adult-use) cannabis businesses in Long Beach.

Measure MA set a gross receipts tax for retail sales of both medical and adult-use cannabis. In addition, Measure MA established separate tax rates for the cultivation,

processing, testing and distribution of cannabis in the City. Initially, cannabis business license tax rates were set as follows:

City of Long Beach - Cannabis Business License Tax Rates			
<i>Initial Measure MA Rates</i>			
Business Type	Medical/Adult	Rate	Per
Dispensary	Medical	6%	Gross Receipts
	Adult-Use	8%	Gross Receipts
Cultivator	Both	\$12	Sq. Ft. of Canopy
Manufacturer	Both	6%	Gross Receipts
Distributor	Both	6%	Gross Receipts
Testing Laboratory	Both	6%	Gross Receipts

Pursuant to Section 3.80.261 of the LBMC, the City Council has the authority to increase or decrease cannabis tax rates by ordinance, subject to the maximum and minimum rates approved by voters. Such a change does not require voter approval under Article XIII C of the California Constitution. On December 3, 2019, City Council exercised this authority by reducing cannabis business license tax rates for Manufacturers, Distributors and Testing Laboratories. The table below includes a summary of current cannabis business license tax rates, as well as the maximum and minimum rates allowable under the LBMC.

City of Long Beach Cannabis Business License Tax Rates				
<i>Maximum, Minimum and Current Rates</i>				
Business Type	Medical/Adult- Use	Current	Maximum	Minimum⁽¹⁾
Dispensary	Medical	6%	8%	0%
	Adult-Use	8%	12%	0%
Cultivator	Both	\$12/sq ft	\$15/sq ft	\$0/sq ft
Manufacturer	Both	1%	8%	0%
Distributor	Both	1%	8%	0%
Testing Laboratory	Both	1%	8%	0%

(1) Pursuant to Measure MA, Cannabis businesses are required to pay a minimum flat tax of \$1,000 per year.

The City Manager's Proposed FY 21 Budget recommends adopting the following cannabis business license tax rates:

City of Long Beach - Cannabis Business License Tax Rates			
<i>FY 21 Proposed Measure MA Rates</i>			
Business Type	Medical/Adult	Rate	Per
Dispensary	Medical	7%	Gross Receipts
	Adult-Use	9%	Gross Receipts
Cultivator	Both	\$12	Sq. Ft. of Canopy
Manufacturer	Both	1%	Gross Receipts
Distributor	Both	1%	Gross Receipts
Testing Laboratory	Both	1%	Gross Receipts

The proposed tax structure includes a 1 percent increase in the rate applied to medical and adult-use retail sales, which would increase to 7 percent and 9 percent, respectively. Staff recommends holding all other cannabis business license tax rates flat, to keep Long Beach competitive with other cannabis markets in California. This includes the City of Los Angeles, which charges a 1 to 2 percent tax on non-retail cannabis businesses.

Although this will place Long Beach at a higher level of taxes, the rates will generally be competitive as the chart below indicates. At a tax rate of 7-9 percent gross receipts on cannabis retail, the City of Long Beach would charge a higher dispensary tax rate than some neighboring jurisdictions, including Santa Ana, (6-8%), Costa Mesa (6%), Bellflower (5%) and Culver City (5-6%). However, under the proposed rate structure, Long Beach taxes would remain below some other jurisdictions in LA County, including Los Angeles (5-10%), Carson (18%), and Maywood (10%). Other jurisdictions in California with higher cannabis retail tax rate structures include San Jose (10%), Fresno (10%), Oakland (5-10%), and Stockton (5-10%). The table below provides a more detailed comparison of cannabis retail business license tax rates, broken out by region and population:

COMPARABLE CITIES BY REGION			
City	Pop.	Retail	
		M	A
Long Beach	478,561	6%	8%
Los Angeles	4,054,400	5%	10%
Santa Ana ⁽¹⁾	338,247	6%	8%
Pomona	155,687	up to 6%	
Pasadena	144,388	4%	
Costa Mesa	115,296	6%	
Carson	93,799	18%	
Bellflower	77,682	5%	
La Puente	40,686	10%	N/A
Culver City	39,860	5%	6%
West Hollywood	36,723	0%	7.5%
Maywood	28,044	up to 10%	
Malibu	12,957	0%	2.5%

COMPARABLE CITIES BY POPULATION			
City	Pop.	Retail	
		M	A
Long Beach	478,561	6%	8%
San Diego	1,419,845	0%	5%
San Jose	1,051,316	10%	
San Francisco	883,963	0%	2.5 - 5%
Fresno	538,330	10%	
Sacramento	501,344	4%	
Oakland	428,827	5%	10%
San Bernardino	221,130	6%	
Stockton	315,103	5%	10%
Santa Rosa ⁽¹⁾	178,488	0%	3%
Salinas	161,784	5%	
Santa Clara ⁽¹⁾	129,604	5%	
Berkeley	121,874	2.5%	5%

Under the proposed tax rate structure, with a 7-9 percent tax on retail, staff estimates that Measure MA will generate a total of \$8.6 million in General Fund revenues in FY 21. This is approximately \$800,000 higher than revenue projections under current Measure MA rates, which assume a 6-8 percent tax on cannabis retail. The table below summarizes FY 21 cannabis revenue projections under the current and proposed rate structure:

City of Long Beach - General Fund Revenues			
FY21 Cannabis Revenue Projections (as of April 14, 2020)			
Business Type	Tax	FY21 Estimated (Current Tax Rates)	FY21 Estimated (Proposed Tax Rates)
Dispensary	Gross Receipt Tax	\$ 6,016,144	\$ 6,817,384
Cultivator	Sq. Ft. Tax	\$ 1,492,623	\$ 1,492,623
Manufacturer	Gross Receipt Tax	\$ 76,000	\$ 76,000
Distributor	Gross Receipt Tax	\$ 91,448	\$ 91,448
Testing Laboratory	Gross Receipt Tax	\$ 107,594	\$ 107,594
TOTAL CANNABIS TAX REVENUES		\$ 7,783,809	\$ 8,585,050

Should City Council decide to not increase the cannabis retail tax, the proposed budget would need to be modified to either reduce overall operating costs or find an alternative revenue source.

Measure MA Prioritization Plan

The purpose of the adjusted cannabis business license tax rate structure is to fund the proposed FY 21 Measure MA spending plan to fund the Cannabis oversight and enforcement programs, enhancements related to the Racial Equity and Reconciliation Initiative, and other Health and Public Safety City costs as described earlier in this document.

This plan is in alignment with the City Council's resolution of intent for Measure MA funds. Although Measure MA is a general tax to fund City services, the City Council has expressed its intent to prioritize spending of Measure MA funds for the following purposes:

- Regulation and Enforcement, including the costs of regulating and enforcing the cannabis industry, which includes administration and oversight, licensing, plan checks, inspections, enforcement, and legal services.
- Public Health and Safety, including the costs of providing public health and public safety services, related to emergency response, police and fire services, continuum of public safety services, homelessness, drug prevention and treatment, environmental and food safety services, and other health and safety services.

See **Attachment K “Measure MA Summary of Uses”** for the breakdown of the use of Measure MA funds.

Measure M (2018) – Utility revenue transfer

Measure M, approved by voters on June 5, 2018, amended the City's Charter to explicitly allow the City to maintain historical utility revenue transfers to the City's General Fund and used to support general City services such as police, fire, library and parks. The transfer can be no more than 12 percent of utility revenues. Measure M was intended to address litigation challenging the historical practice. For FY 21, these utility transfers are budgeted at \$11.7 million from water and sewer funds and \$12.1 million from the gas utility fund. Currently, all water and sewer transfers (from 2018 on) for Measure M, excluding amounts directly related to General Fund services being provided to the utilities, are being challenged through litigation. The City is appealing a court decision in January 2020 that the transfers cannot be made. Pending resolution of the litigation, the City has agreed to escrow \$3 million of the FY 20 water and sewer transfer, \$6 million of the FY 21 transfer and all of any future transfer (FY 21 and beyond), except for the amount

associated with General Fund services, until a final disposition has been made with regard to the litigation.

In recent years, the City has received from the Water Department a Water Fund Group transfer amount linked to historical transfer amounts. The amount typically increases each year with inflation. For FY 21, the Water Board has proposed reducing the historically-based transfer amount by \$2 million, which is an additional impact on the budget on top of the costs related to the Measure M settlement. This has impacted the General Fund shortfall situation.

Measure B (2020) – TOT

On March 3, 2020, voters approved Measure B, which increases the General Fund portion of the Transient Occupancy Tax (TOT) by 1 percent (from 6 to 7 percent), paid for by hotel/motel guests, providing approximately \$2.8 million in additional funding annually. Currently, the TOT rate is 12 percent of the rent, of which 6 percent is paid to the General Fund for general City services, and 6 percent is paid to the Special Advertising and Promotion Fund. Special Advertising and Promotions Fund revenues are used for advertising, promotional and public relations projects, and special events calling positive attention to the City. The City's 12 percent TOT rate does not include the additional 3 percent assessment levied on hotels with more than 30 rooms within the Long Beach Tourism Business Improvement area. Revenues generated from the assessment are passed directly to the Long Beach Convention and Visitors Bureau and dedicated to promoting and marketing the City as a tourism destination. Hotel operators or their agents collect the tax when guests pay for their rooms and then pay it monthly to the City. The City has collected a TOT since 1962.

The City Council passed a resolution during its February 18, 2020 meeting to declare their intent to spend these funds on the City's arts organizations and the Long Beach Convention and Entertainment Center. When this measure was placed on the ballot, the Mayor and City Council indicated that the added funding was intended to support the growing needs of Arts in the community as there are currently no dedicated financial resources for this purpose. Further, the Long Beach Convention and Entertainment Center requires upgrades to support programs and services in today's artistic climate, including those that are technological in nature, which includes a projected \$50 million in infrastructure improvements for the Long Beach Convention Center. Thus, this measure provides a vital funding source for student arts education programs, community arts, music, cultural programs and organizations, local museums and theaters, and the Long Beach Convention and Entertainment Center.

In FY 21, due to the expected and significant reduction in TOT revenue from impacts of the pandemic, the anticipated revenue generated by the one percent TOT tax from Measure B tax is anticipated to be \$1.7 million. The FY 20 revenue for the 3-month period of July-September is expected to be around \$370,000, and maybe potentially less. There are many unknowns in terms of how the economy will respond to the ongoing

pandemic and this estimate will continue to change as new information becomes available.

Funding in FY 21 will be allocated in the following ways assuming current revenue projections and that Measure B contributions continue to be automatically made in FY 21: 1) \$17,000 for Measure B reserves set aside, 2) \$841,500 for the Convention Center, and 3) \$841,500 to the Arts Council for distribution to the major art organizations. This proposed use is in conformance with City Council's intent. Final amounts will be evaluated based on revenue projection updates and any adjustments will be brought to City Council.

**PANDEMIC RESPONSE AND RECOVERY PROGRAMS
MADE POSSIBLE BY STATE CARES ACT ALLOCATION**

Attachment B

Dept.	Title	Description	Allocation
CITY COVID RESPONSE			
XC	Costs for City Costs for COVID-19 Response	Offset the costs of City emergency response from March - December 2020, including staff costs not eligible for other funding.	19,130,494
Total Cost City COVID Response			\$ 19,130,494
COMMUNITY SUPPORT - Recovery & Resiliency			
HE	Homeless Sheltering	Covers the congregate shelters like Silverado which are not FEMA eligible. Additional costs for navigation center (12 bed shelter for youth) and year-round shelter	2,000,000
HE	Housing Condition Improvements	Housing conditions exacerbate illnesses most related to COVID-19. This would include mold remediation, air ventilation, etc. in housing with greatest code enforcement complaints/largest overcrowding issues. Funds would go to remediation services.	500,000
HE	Basic Needs - Case Managers	The current warm line model for older adults helps connect people to resources. This expanded model includes staff support for responding to calls and helping to access needed services such as food, housing, insurance, cooling supports, other medical supports etc.	400,000
HE	Food Insecurity and Meals for At-Risk and Senior Populations	Funds would support large one-time food distribution events, as well as, food delivery program for seniors and at-risk residents.	3,000,000
HE	Black Education Health Program	Program to allow engagement with community organizations serving Black residents and grants to Community Based Organizations (CBO) to build capacity to provide education, outreach, and health supports	1,000,000
HE	Older Adults Supports	Financial support for the purchase of black out curtains, transportation to cooling centers, food and medication delivery from local grocery stores, close-looped referral technology to support older adult/warm-line referrals, mental health supports, communications campaign.	500,000
HE	Mental Health and Domestic Violence	In response to documented increases in mental illness and domestic violence as a result of the Safer-at-Home orders. Includes education campaigns about available services, supports to access these services and grants to local agencies.	500,000
HE	Public Health Case Management Support	Builds an ongoing infrastructure for intake, case management, appointment etc. related to COVID and future public health responses	500,000
HE	Early Childhood Supports	Increase access to early childhood care (ECE) for those impacted by COVID-19. Assist ECE providers to open and operate under new COVID-19 protocols, use technology to match families to ECE providers, provide learning tools to families, and grants to ECE providers to reduce costs to families for accessing services.	1,000,000
HE	Non-Profit Relief Program	Fund non-profit organizations to reach neighborhoods and residents most impacted by the COVID-19 pandemic, through culturally and linguistically appropriate outreach, engagement, education and connection to resources and services. Non-profits will educate residents about COVID-19 prevention and safety, and provide direct case management and systems navigation as needed to ensure connection with services.	1,000,000
PR	Youth Leadership & Ambassador Program	Support for youth leadership in communities to support COVID outreach and education. Train youth workers from LMI communities, including salaries for work at parks, open space locations, including City Open Streets commercial locations, beaches and parks.	1,000,000
PR	Youth Programming	Resources to expand youth programming beyond the 22 summer parks sites to meet community need as well as support reduced costs programming for families. These include opportunities in schools, WRAP site staffing and supports into the school year.	500,000
TI	Digital Inclusion-residents	Digital navigator grants for community-based organizations. Chromebooks/ hot spots / tech assistance to serve residents adversely impacted by COVID-19 and stay at home orders. Moveable public Wi-Fi access points.	1,000,000
CM	Grants to the Arts Community for Economic Support of the Arts	Transition and recovery grants to arts organizations impacted by the Safer-at-Home order to provide arts education and programming to COVID impacted residents.	1,500,000
Total Community Support			\$ 14,400,000
BUSINESS SUPPORT - Recovery & Resiliency			
HE	Small Business and Non-Profit PPE Distribution Program	Many small businesses including child care providers and non profit organizations closed during the early months of the "Safer-at-Home" orders. Providing PPE would allow these organizations to meet the requirements for reopening without adding a financial burden or purchasing PPE.	750,000
ED	COVID-19 Small Business Transition & Recovery Grants	Provides very small business COVID-19 transition and recovery grants to provide funding for working capital to make changes to the exterior, interior, plexiglass, ventilation, signage, staffing, new inventory or other COVID-19 recommended improvements.	3,600,000
ED	Business Improvement Districts (BIDs) Loan and Grant program	Provides funds to various BIDs to distribute business grants to LMI businesses, and/or implement programs to support businesses, and PPE distribution.	1,000,000
ED	Grants for Queuing Systems and Contactless Payment Systems	Small technology grants to Low-Median-Income (LMI) businesses to assist with implementation of Queuing and Contactless Payment Systems.	500,000
ED	COVID-19 Business Call Center	Funding for COVID-19 transition and recovery to assist small businesses and displaced workers with technical assistance, loans, grants, PPE acquisition and other services.	150,000
ED	COVID-19 Economic Inclusion Coordinator	Support for an aggressive approach to economic inclusion and the implementation of the Everyone In Implementation Plan approved by the City Council in 2019.	150,000
ED	COVID-19 Small Business Education Budget	200,000 direct mailers and fliers to small businesses and business owners about COVID-19 related guidelines and resources in multi-lingual formats	100,000
PW	Open Streets Initiative	Administered by Public Works to provide parklets and outdoor dining in various Business Improvement Districts and corridors.	300,000
CM	COVID-19 Economic Equity Study	Provides funding for "Economic Equity Analysis" from CSULB and/or additional non-profit research organizations to help identify and inform strategies to mitigate racial impacts of COVID-19.	200,000
Total Business Support			\$ 6,750,000
			\$ 40,280,494

Summary of Racial Equity and Reconciliation Initiative Investments

ATTACHMENT C

Title and Description	Amount
Structural	
<u>Racial Equity and Reconciliation Initiative</u> Funds to implement the Racial Equity and Reconciliation Initiative, with specific recommendations outlined in the Racial Equity and Reconciliation Initiative: Initial Report	\$ 1,500,000
<u>Deputy City Manager</u> Add a Deputy City Manager to provide central, citywide coordination of efforts related to homelessness and oversight of the Office of Equity.	\$ 256,920
<u>Office of Equity - Enhancement and Relocation</u> Add a Community Program Specialist position to support the Office of Equity and reallocate the Equity Office (including Language Access) from the Health Department to the City Manager's Office reflecting a citywide commitment to elevate equity goals.	\$ 113,979
<u>Citizen Police Complaint Commission</u> To support the reforms of the Citizens Police Complaints Commissions. In the first year, funds will be used for a study to evaluate CPCC for areas of reform and innovation.	\$ 150,000
<u>Senior Programming</u> Structurally Fund Senior Programming at Expo Center serving the northern part of Long Beach.	\$ 40,000
<u>HEART Team</u> Civilianize HEART teams with public health focus using nurse positions in Health. Funding is for 3 Nurse positions and 4th Nurse position will be funded from grants.	\$ 414,400
<u>Social Work Services within Libraries</u> Add 3.0 Public Health Professional II positions in three regional libraries to provide social work services, to be grant offset.	\$ -
<u>Restructure Library Services</u> Restructure library services so that 3 flagship regional-serving libraries (BJK Main, Obama, Twain) are open 7 days per week with upgraded services, and 9 other branch libraries maintain full services but reduced to three days. Savings reflected in department proposals list.	\$ -
<u>Office of Constitutional Policing</u> Reallocate 3.0 positions to a new Office under the Assistant Chief of Police to review current practices and recommend proposals that would reimagine traditional policing to foster equitable and constitutional public safety for the entire community	\$ -
One-time	
<u>Training for Racial Equity</u> One-time funds to provide training and education on equity throughout the organization	\$ 100,000
<u>Office of Equity Temporary Staff Support</u> Support for an additional temporary staff person to work on the citywide commitment to elevate and integrate the principles and goals of equity.	\$ 62,291
<u>Language Access Plan (LAP)</u> Continue LAP Program to promote equal access to City services for all residents.	\$ 160,000
<u>Fire Diversity Program</u> Support for program to increase diversity recruitment to better reflect the community being served	\$ 187,500
<u>Eleven Be SAFE Program Sites</u> Fund Be SAFE at 11 sites to reduce crime in neighborhoods and extending supervision hours at designated parks during the evening in the summer.	\$ 192,000
Total Investments - General Fund	\$ 3,177,090

General Fund Strategic One-time Investments - Non Measure A*

ATTACHMENT D

Title and Description	Amount
Equity	
<u>Election Costs and Ballot Measure</u> Funding for runoff elections anticipated for November and cost of a ballot measure.	\$ 1,500,000
<u>Census and Redistricting</u> Community engagement and implementation strategies to ensure an accurate count in the decennial census and redrawing of district boundaries in accordance with the community vote in favor of Measure DDD.	\$ 1,172,500
<u>Fire Study</u> Funding for a comprehensive study of the Fire Department to analyze operations and identify a strategic plan for future cost savings, efficiencies and/or revenue generation.	\$ 200,000
<u>Citywide Homelessness Efforts</u> Outreach, rapid response, and clean up for Citywide efforts related to homelessness.	\$ 255,000
<u>Plant Water Needs</u> Funding to supplement the water budget for plant needs in the Parks, Recreation, and Marine Department to mitigate structural underfunding and to help avoid safety issues such as urban tree failures.	\$ 600,000
Total Strategic Investments - General Fund	\$ 3,727,500

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Summary of Significant Changes: General Fund Group

As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund). For ease of review, not all reallocations of resources within funds, offset adjustments, and minor changes have not been included.

Department and Item	Impact	Positions
City Auditor		
Eliminate vacant Deputy City Auditor and vacant Audit Manager positions to align budgeted personnel with actual operations.	(427,658)	(2.00)
Realign the budgeted salaries and funding allocations of various positions to align budgeted personnel with actual operations.	(249,564)	-
Remove a negative salary savings placeholder in the budget, offset by realigning budgeted positions to operations.	568,514	-
City Clerk		
Eliminate a vacant City Clerk Specialist position and utilize \$16,000 of the savings to cover increased software costs related to Granicus and Legistar.	(111,693)	(1.00)
One-time funding for General Municipal election costs including one ballot measure and even numbered City Council districts.	1,500,000	-
One-time funding to support the 2021 Redistricting Plan including advertising and staffing costs associated with previously approved Measure DDD.	907,500	-
City Manager		
Downgrade one Program Specialist position to a Clerk Typist III, and eliminate another Clerk Typist III position; split administrative duties among other staff members.	(94,920)	(1.00)
Reduce a half of the Manager of Cannabis Oversight position with the work to be merged with another existing position.	(94,281)	(0.50)
Reduce budget for Cannabis Oversight materials, supplies and consulting services used for consultants to check on Cannabis businesses.	(50,000)	-
Reduce budget to align more closely with actuals, including catering services and staff for CPCC commission meetings and the budgeted salary levels in the Intergovernmental Affairs Bureau	(78,069)	-
Reduce half of the Assistant to the City Manager - Administration position and assign selected administrative functions to other staff. Position is funded currently by both the General Fund and Special Advertising and Promotions Fund Groups.	(52,891)	(0.30)
Restructure of Office of Innovation by reducing 3.0 positions (going from 5.0 to 2 FTEs). Remaining costs will be offset by external funding sources and charges to departments for special projects.	-	(3.00)

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Department and Item	Impact	Positions
Realign revenue and expense budget in the Office of Sustainability to continue to advance environmental stewardship and support local sustainability practices.	(17,849)	-
Reallocate the General Fund contribution to the Arts Council from the General Fund to be funded from the Special Advertising and Promotions Fund Group.	(25,000)	-
One-time reduction in expense for the single year suspension of the nationally ranked Management Assistant Program due to the operational uncertainty created by the COVID-19 pandemic.	(187,381)	-
Add a Deputy City Manager to the City Manager's Department to provide centralized coordination for the Citywide efforts related to homelessness issues, oversight of the Office of Equity that is being transferred from Health Department, and to manage the development and implementation of the City's racial equity and reconciliation goals.	256,920	1.00
Reallocate the Equity Office from the Health and Human Services Department to the City Manager's Office, including a Special Projects Officer and an Assistant Administrative Analyst related to Language Access reflecting a citywide commitment to elevate and integrate the principles and goals of equity throughout the City.	248,979	2.00
Add a Community Program Specialist position to expand and support the efforts of the Equity Office.	113,979	1.00
One-time funding to support an additional temporary staff person for the Office of Equity who is not fully offset by grants.	62,291	
One-time funding to provide training and education on equity throughout the organization.	100,000	
One-time funding for the Language Access Program (LAP) to promote equal access to City services for all residents	160,000	-
Increase budget to support the reform and innovations of the Citizens Police Complaints Commission (CPCC). The funds in the first year will be used to conduct a Study to evaluate changes and innovations to the CPCC; moving forward the funds will help support the implementation of the Study's recommendations.	150,000	-
Add an Assistant to the City Manager position to provide Ethics Commission staff support, including studies, reports, and consulting services for the Commission.	180,000	1.00
Add one Assistant Administrative Analyst to coordinate the California Public Records Act (PRA) process citywide and assist with other administrative functions.	87,166	1.00

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Department and Item	Impact	Positions
One-time funding to support community engagement and implementation strategies to ensure an accurate count in the decennial census which has been extended by the Federal Government due to the COVID-19 pandemic.	15,000	-
One-time funding to support the 2021 Redistricting Plan including communications, consultants and internal coordination efforts associated with the previously approved Measure DDD.	250,000	-
City Prosecutor		
Reduce budget for efficiencies, core services related to prosecution of certain cases, eliminate or reduce court diversion and alternative sentencing programs.	(243,500)	-
Civil Service		
Eliminate .35 FTE of an Administrative Analyst-NC and .35 FTE of a Clerical Aide-NC to reflect efficiencies of moving examinations on-line due to the pandemic.	(43,632)	(0.70)
Reduce budget for travel expenses, membership costs, equipment, and advertising services provided to City departments to fill vacant positions.	(82,000)	-
Disaster Preparedness & Emergency Communications		
Eliminate two Public Safety Dispatcher II positions in the Emergency Communications Bureau's 9-1-1 Emergency Communication Center, going from 73 to 71 budgeted dispatch positions.	(222,412)	(2.00)
Reclassify the Telecommunicator positions to Public Safety Dispatcher positions in the Emergency Communications Bureau to facilitate efficient operations in the 9-1-1 Emergency Communication Center.	(248,948)	-
Development Services		
Eliminate a Clerk Typist III in the Code Enforcement Bureau administrative enforcement team supporting the Cannabis Program.	(74,130)	(1.00)
Eliminate a Combination Building Inspector from the Code Enforcement Bureau administrative enforcement team supporting the Cannabis Program.	(110,382)	(1.00)
Reduce part of a Senior Combination Building Inspector and a Principal Building Inspector in the Code Enforcement Bureau administrative enforcement team supporting the Cannabis Program.	(211,348)	(1.50)
Eliminate two Combination Building Inspector positions previously defunded. This is a technical clean-up has no change or impact to service levels.	-	(2.00)
Increase revenue in the Vacant Lot Monitoring Program to reflect revenue actuals.	(65,000)	-

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Department and Item	Impact	Positions
Add a Principal Building Inspector and 0.50 FTE part of a Senior Combination Building Inspector in the Code Enforcement Bureau Nuisance Abatement and Vacant Lot Code Enforcement programs, offset by a reduction in the Cannabis Program.	211,348	1.50
One-time revenue increase offset by a transfer from the Development Services Fund Group to repay the General Fund support of the Development Services Fund Group following a recession in development in 2009.	(500,000)	-
Economic Development		
Reduce budget for proactive property maintenance by reducing the monthly visits per property. Weekly proactive property maintenance visits will instead occur on a bi-monthly or monthly basis.	(75,000)	-
Reduce general material expense, funding for outside real estate legal and architectural services for properties managed, resulting in a supporting a more limited portfolio of properties.	(64,000)	-
Reclassify a Redevelopment Project Officer to a Development Officer in the Business Development Bureau to better align the position with its duties.	-	-
Fire		
Restructure the service delivery model of the City's two HEART team units, from the use of sworn Firefighters to civilian Nurses in the Health and Human Services Department. One of 2 HEART teams in the Fire Department is funded by Measure A and will be reallocated to maintaining services that otherwise would be reduced.	(870,464)	(4.00)
Reduce budget with specific reductions to be identified through a study conducted in FY 21. The structural reduction will be offset in FY 21 with a one-year suspension of all capital replacement collections charges for Fire's entire fleet, resulting in the fleet becoming one-year older before replacement. Permanent solutions will be identified during the study in FY 21	(1,891,860)	-
One-time funding for a comprehensive study of Fire Services to identify innovations, potential operational changes, or revenue increases to develop strategic budget recommendations for anticipated budget reductions needed in FY 22.	200,000	-
One-time funding to continue the Fire Diversity Recruitment Program, which started in FY 20 with one-time funds. This provides funding to continue the progress made in improving diversity in the Fire Department, strengthening the outreach/recruitment process.	187,500	-
Reallocation of a Plan Checker II position in the Fire Prevention Bureau to align with the two departments services are provided to (Development Services and Harbor Departments).	-	-

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Department and Item	Impact	Positions
Add one civilian Fire Inspector to perform technical and specialized activities in the enforcement of compliance with codes, laws, regulations and ordinances related to fire, building and hazardous materials. The cost will be offset by reimbursement revenue in an MOU with the Development Services Department.	-	1.00
Upgrade one Assistant Administrative Analyst I to a II in the Fire Prevention Bureau to reflect increased responsibilities and duties in disaster preparedness education, multi-lingual resources and coordination of the City's CERT program. The cost of \$4,762 is offset by a reduction in Non-Career hours for the vacant Clerk Typist II-NC position in the Cannabis Program.	-	(0.08)
Financial Management		
Downgrade Budget Management Officer to Financial Management Analyst II in Budget Management Bureau to align with current staffing actuals; may impact staffing capacity and responsiveness for special citywide projects and analysis. Position is funded across the General Fund and the Employee Benefits Fund.	(42,483)	(0.08)
Eliminate 1.76 Customer Service Representative positions and 0.5 Customer Service Representative-NC position in the Commercial Services Bureau to reflect efficiencies generated as a result of streamlining collection processes.	(116,595)	(2.26)
Eliminate 2 Accounting Technician positions and an Accounting Clerk III position in the Accounting Bureau due to efficiencies realized from the new ERP (Munis) system.	(241,422)	(3.00)
Contract out 5 Customer Service Representatives positions in the Parking Citations section in the Commercial Service Bureau, and increase budget for a contract with Data Ticket Parking Citation Processing to conduct parking related services, including manual citation entry, rental car citation processing, releases of liability, and plate changes. A Prop L analysis and meet and confer process will need to be completed before this can be implemented.	(254,094)	(5.00)
Eliminate a vacant Customer Services Representative-NC position in the Business License Division that answered the phones and staffed the permit center. Position was recently vacated and work will be redistributed to remaining staff.	(32,022)	(0.75)
Eliminate a vacant Payroll Personnel Assistant II position in the Administrative Services Division by consolidating its duties with a different position working in the Division.	(85,485)	(1.00)
Eliminate an Accounting Operations Officer in the Accounts Payable Division Bureau due to efficiencies realized from the new ERP (Munis) system. Position is funded across the General Fund and the General Services Fund.	(41,440)	(0.23)

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Department and Item	Impact	Positions
Eliminate one License Inspector I position along with a vehicle in the Business License Division, which will impact proactive enforcement activities. Non-revenue related work will be reassigned to remaining staff within the division to minimize revenue loss.	(106,060)	(1.00)
Reduce budget for consulting services to assist with better investment and debt management.	(25,000)	-
Reduce budget for postage and various materials and supplies to reflect efficiencies implemented in the Commercial Services Bureau.	(92,156)	-
Increase revenue to reflect savings received from procurement contract incentives.	(150,000)	-
Recognize savings in the General Fund from the FY 21 Fleet MOU due to reductions and efficiencies in Fleet Operations realized by operating a newer fleet of vehicles.	(364,597)	-
Reallocate various position budgets from the General Services Fund and Tidelands Operating Fund to the General Fund to align with actual operations.	68,183	0.38
Add a Grants Special Projects Officer in the Accounting Bureau to provide oversight and controls with regard to accounting for and general reporting for projects and grants. Responsibilities will include the accounting structure for city-wide project and grants, oversight of city-wide revenue allocation for projects and grants, coordination and management of the city-wide single audit process, coordination of audit and grant corrective action plans, and accounting and reimbursement processes for emergencies.	41,440	0.23
Add an Administrative Analyst III to the Accounting Bureau to support the Grants Officer and take responsibility for being current on regulations, designing procedures for relief and recovery, training, documentation, coordination with EOC/IMT staff, and maintaining coordination between departments and the Accounting Bureau.	124,826	1.00
Upgrade a Senior Accountant to an Accounting Operations Officer in the General Accounting Division to better align with new duties required by the new ERP (Munis) system.	17,954	-
Upgrade an Accountant III and reclassify an Administrative Analyst III to Senior Accountant positions in the Accounting and Treasury Bureaus to align the duties to match the higher level of work.	6,640	-
One-time cost recognizing delays in implementing budget proposals where savings will not commence at the beginning of the fiscal year, specifically for contracting out parking related services to Data Ticket - Parking Citation Processing Contract.	127,047	-

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Department and Item	Impact	Positions
Health & Human Services		
Add 3.0 nurse positions to restructure the HEART Team's service delivery model and replace Firefighters currently performing the service. A fourth nurse position, funded by grants, will be reallocated from other areas to help staff the HEART Team.	414,400	3.00
Enhancement of \$1.5 million for the implementation of the racial equity and reconciliation efforts of the City with specific recommendations outlined in the Racial Equity and Reconciliation Initiative: Initial Report	1,500,000	-
Reallocate the Equity Office from the Health and Human Services Department to the City Manager's Office, including a Special Projects Officer and a Assistant Administrative Analyst reflecting a citywide commitment to elevate and integrate the principles and goals of equity throughout the City.	(248,979)	(2.00)
Transfer 2.0 Environmental Health Specialist positions from the Cannabis Program in the General Fund to the Health Fund and align position duties to the appropriate funding sources with no service impact; and reallocate funding within the Cannabis program to focus on prevention and education for responsible cannabis use, and implementation of the City's Responsible Cannabis Vendor program. (Health and Human Services)	(125,485)	(2.00)
Increase budget to support Homeless Services Program costs not funded by grants, offset by the downgrade of a vacant Public Health Professional III to a Community Program Specialist IV in the Homeless Services Division to align with actual operations.	-	-
One-time funding for the Health Department's cost to support the Interdepartmental Workgroup for citywide encampment cleanup and outreach services.	255,000	-
Legislative		
Reduce the Legislative Department's budget for efficiencies in staffing and operations	(237,500)	-
Library Services		
Restructure Library Services and increase operations at the largest, flagship libraries (Billie Jean King Main, Michelle Obama, and Mark Twain) enhancing services in underserved areas. The flagship libraries will be open from 5 to 7 days per week with upgraded services and a focus on system-wide programming. Operations at the 9 branch libraries will be reduced from 5 to 3 days per week (Tuesday – Thursday). This restructuring includes the following changes: Addition of 5 Library Assistants and 0.80 Library Clerk I position to support service enhancements; and various position reductions including a Library Clerk II, 4 General Librarians, 0.50 Library Aide, and 2.6 Page positions.	(247,143)	(2.3)

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Department and Item	Impact	Positions
Add 3.0 Public Health Professional II positions to provide social work services to Long Beach Public Library patrons in need of outreach and professional assistance, anticipated to be offset by grant revenue.	-	3.00
City Attorney		
Eliminate one Deputy City Attorney assigned to the Cannabis program; remaining work will be handled by outside counsel.	(162,858)	(1.00)
Reallocate \$150,000 will be reallocated from Cannabis program to fund and support legal services related to the Ethics Commission including but not limited to staffing monthly commission meetings, providing legal advice, preparing legal opinions, ordinances, researching City and State ethics issues and practices and presenting such items to the Commission.	-	-
Eliminate a Harbor Legal Assistant IV position charged to Harbor Department via an inter-departmental MOU that is not used for the original purpose.	-	(1.00)
Reallocate funding to better align budget to operations.	23,860	-
Police		
Create the Office of Constitutional Policing dedicated to rethinking policing through a forward-looking focus that is centered on accountability, constitutional policing, management practices, policies, training, and recruitment. Upgrade a Sergeant to a Lieutenant offset by overtime, reallocate a Special Projects Officer from the Executive Bureau, and add a Business Services Specialist IV to serve as a Data Scientist, offset with overtime.	-	1.00
Convert 16 Police Officers to 16 Community Services Assistants to respond to Priority 3 Report calls. Priority 3 calls are non-violent 911 calls that are primarily requests for a crime report to be filled after a property crime has occurred. Uniformed, unarmed civilians will be trained to investigate and officially document specific property-based crimes, respond to radio calls for nonviolent crimes, and assist community members with police reports.	(1,299,824)	-
Eliminate 1 Clerk Typist III assigned to the Court Affairs Unit to align with the reduced workload.	(85,484)	(1.00)
Eliminate 1 Clerk Typist III from the City Jail's Booking Desk to align with the reduced workload and volume of bookings.	(81,000)	(1.00)
Eliminate 1 Detective and 1 Clerk Typist III, and add 1 Special Investigations Division Analyst, 1 Police Investigator-NC, and 1 Crime Analyst, for a net savings. By investing in analytical positions, the department will be able to get crime trends and provide operational direction to field sworn personnel.	(22,255)	0.70

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Department and Item	Impact	Positions
Eliminate 1 Lieutenant position assigned to the Vice Detail. This reduces the Vice Detail Unit from 9 FTEs to 8 FTEs. The 6 sworn FTEs and 2 civilian FTEs remaining will continue to research ABC licenses and compliance issues, issue and assess Entertainment Permits, perform backgrounds on marijuana business license applications, and investigate crimes, enforce laws, and participate in rescues related to Human Trafficking.	(309,000)	(1.00)
Eliminate 1 Special Services Officer IV assigned to Court Bailiffs to align with the reduced workload.	(117,000)	(1.00)
Eliminate 1 Special Services Officer IV assigned to schedule trainings and staffing at the Jail Division. These duties will be performed by existing staff.	(117,000)	(1.00)
Eliminate 2 Police Officers and add 1 Police Investigator in the Detectives Division, assigned to monitor and investigate sex offender compliance.	(340,000)	(1.00)
Eliminate 3 Police Officers and add 2 Assistant Administrative Analyst II positions in the Warrant Detail to continue the work of monitoring and coordinating due diligence checks on individuals with outstanding warrants.	(455,503)	(1.00)
Eliminate 3 Police Officers from the K-9 Unit. The K-9s and their handlers equip the Police Department with the ability to use specially trained dogs to assist in apprehending suspects, conducting bomb and explosive detection and narcotics detection.	(706,354)	(3.00)
Eliminate 4 Special Services Officers III in the Detention section assigned to the Juvenile Booking Facility currently located at the East Substation, by moving the facility to the Public Safety Building in Downtown, thereby eliminating the need for dedicated staff at an offsite facility.	(408,000)	(4.00)
Eliminate 4 Special Services Officers III positions due to the consolidation of the Women and Men's Jail onto one floor of the Public Safety Building, which can be accommodated and stay within policy set by the California Board of State and Community Corrections.	(408,000)	(4.00)
Eliminate 4 vacant Police Officers from the Traffic Motor Unit, aligning to actual staffing. This reduction aligns budget to actual staffing.	(845,209)	(4.00)
Eliminate 5 Police Officers and add 5 Property Supply Clerks who will be assigned to manage, replace, and coordinate the repair of public safety equipment and facility duties at the police substations.	(520,105)	-

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Department and Item	Impact	Positions
Eliminate 5 Police Officers from the Narcotics Field Team assigned to investigate street sales. This reduces the Narcotics Field Team from a total of 8 sworn to 3 police officers and reduces the portion of the Drug Investigation Section that investigates local street sales. The remaining portion of the Drug Investigation Section will remain intact with 14 sworn FTEs and will be available to investigate large-scale narcotic crimes.	(1,146,350)	(5.00)
Eliminate 6 Police Officers and add 2 Civilian Pilots in the Air Support Unit. The Air Support operation schedule will be reassessed and aligned with calls for service trends and patterns.	(911,259)	(4.00)
Eliminate a Lieutenant and add an Administrative Analyst III in the West Division, to continue support of the various systems the department utilizes such as RMS and Body-worn Camera Program.	(174,484)	-
Eliminate one Accounting Clerk position in the Financial Bureau, assigned to process and arrange travel for the department's employees to attend trainings, conferences, and perform extraditions. This function will be delegated to existing personnel.	(83,752)	(1.00)
Eliminate one Administrative Intern position to support E-Citation Technology software ongoing license and maintenance costs. The E-Citation technology will prepare traffic citations and automatically update citation data into the Police Records Management System, eliminating the need for Police Officers to issue paper citation and eliminates the need for clerical data entry.	-	(1.00)
Eliminate the final Police Officer and reimbursement revenue assigned to the LBUUSD School Resource Officer program, at LBUUSD's request.	(10,019)	(1.00)
Eliminate 4 vacant Police Officers from the South Division Bike Unit. This unit conducts bike patrol around the Downtown Entertainment District. This reduction aligns budget to actual staffing.	(799,328)	(4.00)
Eliminate 2 Police Officers and reimbursement revenue at the request of the Los Angeles Metro and their contract with the Police Department.	91,655	(2.00)
Reallocate one Assistant Administrative Analyst III from the Chief of Police Office to the Internal Affairs Division, providing the ability to prepare trend analysis and onboard new technology to perform better case management of the Internal Affairs caseload.	-	-

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Department and Item	Impact	Positions
Reclassify various positions and reorganize to better align budget to operations, including converting a Police Specialist Services III to a Public Affairs Assistant I; upgrading an Administrative Analyst I to II to be consistent with other Patrol Bureau Crime Analysts; converting a Clerk Typist to a Bureau Secretary assigned to the Assistant Chief of Police's Office; and converting one Traffic Motor Sergeant to CORE Lieutenant assigned to oversee Emergency preparedness and the Reserve/Cadet programs. These changes total \$41,906 and are offset by a reduction in overtime budget.	-	-
Reduce overtime budget that supports video monitoring in the South Division Pine Camera Program. Police officers on overtime monitor the video system focusing their efforts on Thursday, Friday and Saturday nights from 10:00PM - 3:00AM. Police will explore alternative staffing options to staff this desk when needed on straight-time.	(55,000)	-
Transfer 4 Quality of Life Officers to Field Support Division to work with the Mental Health Evaluation Team and be supervised by one Sergeant, instead of assigned to each division leading to a more effective team.	-	-
Transfer the Crossing Guard Program from the Police Department to the Public Works Department in an effort to provide efficiencies in hiring and maintaining personnel.	(1,420,358)	(26.23)
Upgrade five Clerk Supervisors to five Administrative Aide positions in the Records Division, offset with a downgrade of 3 Senior Record Clerks to 2 Administrative Analysts III and 1 Assistant Administrative Analyst II in the Records Division, for a net savings. There is less need to oversee data entry in systems and instead, there is a greater need for analytical skills.	(16,194)	-
Upgrade one Police Officer to a Sergeant to provide oversight of the Mental Health Evaluation Team and the Quality of Life Team, offset with a reduction of \$50,000 in overtime.	-	-
One-time cost recognizing delays in implementing some of the budget proposals where savings will not commence at the beginning of the fiscal year, including the time needed to implement civilianizing Priority 3 calls response, logistical equipment and facility duties, and civilianizing the Air Unit.	910,396	-
Parks, Recreation, & Marine		
Eliminate 2 Clerk Typist III positions and add 0.32 Recreation Leader Specialist V in the Community Recreation Services Bureau. The work of scheduling permits and reservations will need to be absorbed by remaining staff	(133,850)	(1.38)

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Department and Item	Impact	Positions
Eliminate 2.45 Maintenance Assistant I-NC positions in the Facilities Division in the Maintenance Operations Bureau. This eliminates the night time locking up of freestanding restrooms as well as some mini-parks that are fenced.	(101,889)	(2.45)
Eliminate a Clerk Typist III in the Financial Services Division in the Business Operation Bureau. This position is responsible for supporting the Business Operations Bureau, Financial Services Division with clerical duties. This position is funded in the General Fund and Tidelands Operating Fund.	(35,783)	(0.50)
Eliminate a Community Services Supervisor in the Community Recreation Services Bureau who assists with the management of facility operations of community centers, including the recruiting and training of staff and volunteers, and the development, coordination and implementation of recreation programs and services. Work will be redistributed to remaining staff.	(130,625)	(1.00)
Eliminate an Offset Press Operator position in the Community Information Division. This position is responsible for reprographics related requests for the Department including marketing flyers for programs and events. This position is budgeted in General Fund and Tidelands Operating Fund.	(72,501)	(0.84)
Eliminate a Recreation Leader Specialist X in the Community Recreation Services Bureau, responsible for coordinating the Adult Sports Leagues. Responsibilities would be absorbed by remaining staff in the Adult Sports office.	(33,955)	(0.67)
Eliminate an Administrative Analyst II in the Community Recreation Services Bureau. This item eliminates one of two Administrative Analyst positions responsible for budget monitoring and development; grant contract management, revenue management and other administrative functions. This position is funded in General Fund and Tidelands Operating Fund.	(133,034)	(0.95)
Eliminate Aquatic Supervisor I and upgrade an Aquatics Supervisor I to a II to reflect efficiencies in the Park Aquatics program and to cover additional responsibilities in supervising two community pools.	(99,138)	(1.00)
Eliminate Recreation Leader Specialist V for El Dorado Regional Permit Compliance, which decrease the number of staff that support the operations at El Dorado Regional park during operating hours.	(46,535)	(1.34)
Reduce supplies budget and reallocate funding for Park Planning and Partnerships Bureau staff from General Fund to General Grants Fund, to be offset by grants.	(169,835)	(0.18)
Reallocate partial funding for Community Information Officer from the General Fund to the Special Advertising and Promotions Fund.	(52,854)	(0.30)

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Department and Item	Impact	Positions
Reclassify a Clerk Typist III to Bureau Secretary in the Park Planning and Partnerships Bureau to align with bureau needs, and reallocate partial funding to the General Fund, offset by cell site contract revenue increase)	-	0.15
Reclassify Landscape Maintenance Monitors to Gardener IIs in the Maintenance Operations Bureau to align with actual positions.	(18,786)	-
Reduce a General Maintenance Assistant position and materials funding to offset the addition of a Plumber position to address park facility needs to keep facilities functional and operating in a safe and sanitary environment.	-	-
Reduce budget for materials, supplies, and contractual services across all Bureaus.	(125,983)	-
Reduce one program hour of the Summer Fun Day and Teen Center programs and eliminate 2.14 positions including a Recreation Leader Specialist III, Recreation Leader Specialist IV, Recreation Leader Specialist V, and Recreation Leader Specialist VII. Currently, programs operate six hours daily during the summer from 11am to 5pm. This reduction would result in the programs operating from 11am to 4pm during the summer months.	(73,687)	(2.14)
Reduce supplies budget to offset the addition of a Maintenance Assistant I-NC position for Blair Field Maintenance. The Department rents Blair Field to CSULB on allocated days and the Maintenance Operations Bureau has to provide custodial staff.	-	0.13
Increase budgeted revenues to reflect annual parking fee increases at El Dorado East Regional Park. Increase annual parking pass by \$5 for senior and regular rates.	(53,500)	-
Increase budgeted revenues to reflect projected revenues from new youth sport registration fee of \$25. Currently, participants pay a \$10 equipment fee only.	(188,000)	-
Increase budgeted revenues to reflect vehicle entry fee increases at El Dorado East Regional Park. Increase daily single vehicular entry fee by \$1 per vehicle on weekdays and weekends.	(117,000)	-
One-time funding for a Gate Arm at El Dorado East Regional Park, offset by a fee increase to vehicle entry fees.	100,000	-
Add a Veterinarian position and increase budget for medical supplies in Animal Care Services to support the "Compassion Saves" program.	296,484	1.00

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Department and Item	Impact	Positions
Increase budget to cover for the water rate increases (12% increase in 2019 and anticipated increase of 6% in 2020). This will allow the department to keep current water usage, which is still much less than actual plant need (at 54 percent of actual plant need) and help mitigate safety issues such as urban tree failures.	336,400	-
Increase budget to structurally fund the Senior Citizen programming at the Expo Center located in North Long Beach, providing programming 3 days a week	40,000	-
Increase budget for ongoing grounds maintenance funding needed to maintain the newly acquired Sunnyside Cemetery.	301,045	-
One-time funding for Cemetery Management Software to help maintain and manage cemetery records, offset by revenue.	-	-
One-time funding for the BE S.A.F.E. program to provide the additional funding needed to have programming at 11 sites. Programming in FY 21 will be provided at 11 sites Admiral Kidd (CD7); Bixby (CD2); Drake (CD1); Houghton (CD9); King (CD6); Orizaba (CD4); Pan American (CD5); Ramona (CD9); Scherer (CD8); Seaside (CD1); and Silverado (CD7) Parks.	192,000	-
One-time funding of water budget needed to manage plant materials in the parks and to avoid safety issues such as urban tree failures.	600,000	-
Public Works		
Add 4.0 positions, (including a Civil Engineer, two Permit Technicians, and an Engineering Technician position) to support the contracting-in of permit review and issuance work currently completed by a consultant, including wireless communication facility permits and the associated fiber, occupancy and street restoration permits requested.	421,294	4.00
Increase budget for landscape maintenance on medians to adequately maintain the medians at current levels of maintenance.	100,000	-
Contract out 4.0 positions in the parking meter collection and maintenance program for the 1,800 on-street meters and pay-stations. These positions are budgeted across the General Fund and the Tidelands Operating Fund with a total savings of \$170,315. A Prop L analysis and meet and confer process will need to be completed before this can be implemented.	(113,453)	(2.40)
Contract out 4.0 Survey positions across all funds in the Survey Team. Sr. Surveyor position will be kept on as a working supervisor to the contracted surveyors. These positions are budgeted across the General Fund and the Capital Projects Fund with a total savings of \$525,473. A Prop L analysis and meet and confer process will need to be completed before this can be implemented.	(132,573)	(1.00)

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Department and Item	Impact	Positions
Eliminate an Assistant Administrative Analyst II in the Administration Division in the Public Service Bureau. Work such as revenue billings will be done by remaining staff.	(119,126)	(1.00)
Eliminate Assistant City Traffic Engineer in the Transportation Mobility Bureau. The work of supporting and mitigating traffic safety related concerns will need to be maintained by other staff with potential increase in response time for traffic related requests and transportation related projects. This position charges across Capital Projects Fund, General Fund, and Tidelands Operating Fund.	(175,437)	(0.80)
Contract in Street Lighting and eliminate the Street Light Maintenance contract (CLP) and increase budgeted positions to reflect contracting-in of street lighting program currently performed by City Light and Power whose contract ends mid-2021.	(1,516,551)	6.00
Reallocate funding for an Administrative Analyst position between the General Fund and Capital Projects Fund to align budgeted position with duties and to projects where actuals are charged.	(81,236)	(0.60)
Reallocate Permit Group staff, across various funds, to align budgeted positions with duties and the projects where actual costs are charged.	18,999	0.50
Reallocate staff and Bike Lane Sweeping budget from General Fund to Proposition C to align budget with an appropriate funding source and to align budgeted positions with duties and the projects where actual costs are charged.	(338,926)	(2.00)
Increase budgeted revenues for excavation permits to align with actual experience and current projections.	(505,585)	-
Increase budgeted revenues from Micro-Mobility Program to reflect current projections.	(200,000)	-
Increase budgeted revenues from Small Cell Program to align with experience and current projections.	(150,000)	-
Increase the Beach Lot Parking Hourly Rate (\$.25/15min increase).	(52,372)	-
Contract in of residential street sweeping in Rossmoor.	(34,810)	-
One-time budget increase for state required Los Cerritos Channel, Lower Los Angeles River, and Lower San Gabriel River Watershed permit.	321,501	-
One-time cost recognizing delays in implementing some of the proposals where savings will not begin right at the beginning of the fiscal year, including the time needed to implement SCE power savings, adding 6.0 positions for street lighting program, materials and supplies, and Proposition L Study for the transfer of parking meter collection and maintenance services.	815,002	

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Department and Item	Impact	Positions
One-time funding for purchase of equipment for contracting in of street sweeping residential streets in Rossmoor.	6,250	-
One-time start-up costs for contracting-in street lighting maintenance program - four vehicles and equipment are needed to outfit a street light maintenance crew.	366,726	-
Transfer 26.23 FTE Crossing Guard positions from Police Department to Public Works to align citywide employment opportunities with workforce development goals and streamline the hiring process.	1,420,358	26.23
Transfer Graffiti Contract Program from Public Service Bureau to Environmental Service Bureau to reflect current operations.	-	-

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Summary of Significant Changes: Other Fund Groups

As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund). For ease of review, all reallocations of resources within funds, offset adjustments, and minor changes have not been included.

Fund Group and Item	Impact	Positions
Airport Fund Group		
Increase revenues to reflect FY 21 Airline Rate Increase changes of 10 percent. (Airport)	(1,039,000)	-
Reduce revenues to reflected projected passenger enplanements decreasing from 1.8 million to 1.2 million in FY 21. (Airport)	14,072,614	-
One-time increase to budgeted revenue offset by CARES Act Airport Grant funding. (Airport)	(4,611,627)	-
Implement reductions to various materials and supplies budgets to reflect necessary costs savings within the Airport. Items include less funding for: advertising, marketing and sponsorships including cancelling the Festival of Flight and reducing agreement with CVB; employee trainings and seminars; janitorial, office, facilities and equipment supplies; and legal, technical, consulting, and other contract services. (Airport)	(1,704,200)	-
Reduce budget for Capital Improvement Programs in Terminal Improvement Projects and Airside Operations in order to defer large projects until airport activity increases.	(3,000,000)	-
Reduce budget for maintenance and engineering services provided by the Public Works Department, which can be provided by the Airport Maintenance Division. (Airport)	(180,825)	-
Reduce budget for overtime in Administration, Public Affairs, Operations and Maintenance Divisions. (Airport)	(73,000)	-
One-time reduction in personnel budget equivalent to the cost of twenty-three positions which will be held vacant until airport activity increases. (Airport)	(1,159,350)	-
One-time reduction to vehicle replacement fund for Airport vehicles. (Airport)	(351,096)	-
Add one Assistant Administrative Analyst position as a technical correction to the Public Affairs Division to support LGB marketing strategies and branding efforts including coordinating social media efforts. This position is being added as a technical correction as it was approved in FY 20. (Airport)	99,480	1.00
Convert one Special Services Officer III armed position to a Special Services Officer III un-armed position to align with actual duties. (Airport)	-	-

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Fund Group and Item	Impact	Positions
Capital Projects Fund Group		
Contract out 4.0 Survey positions across all funds in the Survey Team. Sr. Surveyor position will be kept on as a working supervisor to the contracted surveyors. These positions are budgeted across the General Fund and the Capital Projects Fund with a total savings of \$525,473. A Prop L analysis and meet and confer process will need to be completed before this can be implemented. (Public Works)	(392,900)	(3.00)
Eliminate Assistant City Traffic Engineer in the Transportation Mobility Bureau. The work of supporting and mitigating traffic safety related concerns will need to be maintained by other staff with potential increase in response time for traffic related requests and transportation related projects. This position charges across Capital Projects Fund, General Fund, and Tidelands Operating Fund (Public Works)	(21,929)	(0.10)
One-time costs recognizing the delay in implementing proposals where savings will not begin right at the beginning of the fiscal year; specifically, this item reflects the delay in contracting out the Survey Team. (Public Works)	196,450	-
Reallocate funding for an Administrative Analyst position between the General Fund and Capital Projects Fund to align budgeted position with duties and to projects where actuals are charged. (Public Works)	81,236	0.60
Reallocate positions in General Fund and Tidelands Fund to the Capital Projects Fund to align budgeted positions with duties and the projects where actual costs are charged. (Public Works)	746,948	5.20
Reallocate staff support from the Proposition C Fund to the Capital Projects Fund to align budgeted positions with duties and reallocate Bike Lane Sweeping expenses and staff from General Fund to Prop C funding to align budgets to where actual costs are charged. (Public Works)	402,846	2.50
Upgrade a Capital Projects Coordinator III to Capital Projects Coordinator IV to properly reflect required duties. This item is aligning budget to actuals. (Public Works)	17,905	-
CUPA Fund Group		
Upgrade one Plan Checker I to a Plan Checker II in the Fire Prevention Bureau and upgrade one Clerk Typist to Assistant Administrative Analyst II in the Certified Unified Program Area to reflect increased position duties and cost will be offset by increased program revenue. (Fire)	-	-
Development Services Fund Group		
One-time expense increase to repay the General Fund support of the Development Services Fund Group following a recession in development in 2009. (Development Services)	500,000	-

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Fund Group and Item	Impact	Positions
Employee Benefits Fund Group		
Downgrade Budget Management Officer to Financial Management Analyst II in Budget Management Bureau. Position is funded across the General Fund and the Employee Benefits Fund. (Financial Management)	(15,521)	0.08
Reduce budget for specialized labor relations consulting, impacting the department's ability to respond to meet and confer issues, PERB charges and appeals. (Human Resources)	(11,507)	-
Remove a negative salary saving placeholder of \$13,000 in the budget, offset by realigning budgeted positions to operations (City Auditor).	-	-
Fleet Services Fund Group		
Eliminate one Equipment Mechanic I in the Maintenance Division due to lower labor needs as a result of maintaining a new, more modern fleet. (Financial Management)	(115,947)	(1.00)
Eliminate one Garage Service Attendant II in the Maintenance Division due to lower labor needs as a result of maintaining a new, more modern fleet. (Financial Management)	(88,686)	(1.00)
Reclassification of positions in Fleet Services Bureau to match the operational needs of servicing a more modern fleet. (Financial Management)	(94,155)	-
Reduce Diesel and Unleaded Fuel budget due to lower anticipated fuel prices. (Financial Management)	(308,873)	-
Gas Fund Group		
Add a Gas Field Technician I to respond to Underground Service Alert requests. The position reviews incoming tickets to determine if the natural gas pipeline system conflicts with the construction and then visits the location to locate and mark the natural gas pipeline system. (Energy Resources)	97,233	1.00
Add a Superintendent of Training to manage the training program for the department to ensure all employees are current with training requirements and to enhance the knowledge and skills of new and existing employees. (Energy Resources)	151,659	1.00
Increase and structurally budget the annual allocation for capital repairs and improvements to the City's gas pipeline infrastructure. This is an increase of \$3 million from previous years, reflecting expected additional transmission revenue along with a growing need to repair and replace aging pipeline. (Energy Resources)	11,050,000	-
Increase budget for billable work related to the installation, repair, and improvement to gas pipeline infrastructure performed for city departments and external agencies. (Energy Resources)	1,000,000	-

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Fund Group and Item	Impact	Positions
Increase budgeted revenue for transmission rate increase, which have not been increased since 2016 and is currently approximately 30 percent lower than SoCalGas. The proposed natural gas transmission rate increase will result in an estimated increase to the average residential monthly bill of \$2.35, or an effective 10.4 percent overall increase. (Energy Resources)	(8,900,000)	-
Increase the structural Gas Fund transfer to the General Fund by \$288,922 for CPI and \$1,000,000 for a revised total transfer of \$10.9 million, assuming the rate increase is approved. This increase is within Measure M requirements. (Energy Resources)	1,288,922	-
One-time funding for an additional one-time FY 21 transfer to the General Fund, within Measure M requirements. (Energy Resources)	1,150,000	-
One-time funding of \$3.4 million for Cap and Trade funds for projects that reduce greenhouse gas emissions, offset by FY 21 project revenue. (Energy Resources)	-	-
Reclassify various positions to align to operations, including converting a Customer Services Supervisor III to an Assistant Administrative Analyst II; upgrading a Gas Field Services Rep II to III; and reclassifying a Gas Construction Worker II to a Gas Field Technician I and transfer the position from the Construction and Pipeline Maintenance Bureau to the Engineering and Regulatory Compliance Bureau. (Energy Resources)	13,449	-
General Grants Fund Group		
Reduce supplies budget and reallocate funding for Park Planning and Partnerships Bureau staff from General Fund to General Grants Fund, to be offset by grants. (Parks, Recreation and Marine)	61,676	0.43
General Services Fund Group		
Add a Business Systems Specialist III to continue Office 365 support, offset by eliminating the contract budget for as-needed professional services assistance of Office 365 support Citywide. (Technology and Innovation)	-	1.00
Add a Communications Specialist I to serve as Camera Operator for LBTv, offset by the elimination of a Broadcast Production Specialist position. (Technology and Innovation)	(12,480)	-
Add a Grants Special Projects Officer in the Accounting Bureau to provide oversight and controls with regard to accounting for and general reporting for projects and grants. Responsibilities will include the accounting structure for city-wide project and grants, oversight of city-wide revenue allocation for projects and grants, coordination and management of the city-wide single audit process, coordination of audit and grant corrective action plans, and accounting and reimbursement processes for emergencies. (Financial Management)	138,735	0.77

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Fund Group and Item	Impact	Positions
Add a part-time Clerk III-NC for Citywide mobile account billing, offset by savings from other contractual services in the Customer Services Bureau. (Technology and Innovation)	3,791	0.38
Add two Clerk II-NC to align with actual workload demands and expenses of the Mailroom, offset by the elimination of an Office Services Assistant II and reductions in non-personnel budget. (Technology and Innovation)	(46,249)	1.00
Downgrade a Business Systems Specialist V to Systems Support Specialist I in Desktop Support in the Customer Services Bureau, resulting in potentially longer wait times to fulfill equipment ordering and repair requests. (Technology and Innovation)	(73,654)	-
Eliminate a Business Systems Specialist III in the Enterprise Information Services Bureau, resulting in longer wait times for requests for service and project deliverables for utility services system needs. (Technology and Innovation)	(119,126)	(1.00)
Eliminate a Communications Specialist II in the Infrastructure Services Bureau, resulting in longer wait times for requests for service and project deliverables for Citywide network system needs. (Technology and Innovation)	(122,946)	(1.00)
Eliminate an Accounting Operations Officer in the Accounts Payable Division due to efficiencies realized from the new ERP (Munis) system. Position is funded across the General Fund and the General Services Fund. (Financial Management)	(138,735)	(0.77)
Increase budget by \$284,401 for software maintenance to reflect ongoing annual licensing and maintenance expense for the new Records Management System (RMS) in the Police Department, offset by charges to the Police Department from one-time RMS project funds via the annual Memorandum of Understanding (MOU). (Technology and Innovation)	-	-
Increase revenue for annual cable franchise fee to reflect actual trend in recent years. (Technology and Innovation)	(180,000)	-
Reallocate 0.5 FTE Systems Technician I from Business Information Systems Bureau to Customer Services Bureau. (Technology and Innovation)	-	-
Reallocate a Business Systems Specialist III from the Enterprise Information Services Bureau (EIS) to the Business Information Services Bureau to serve as a dedicated resource for the Development Services Department; and add a Business Systems Specialist III to replace the transferred position in the EIS Bureau, offset by reductions in software maintenance budget. (Technology and Innovation)	6,133	1.00
Reallocate position budget and funding from General Services Fund to the General Fund to align with actual operations. (Financial Management)	(11,900)	(0.12)

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Fund Group and Item	Impact	Positions
Reclassify and reorganize positions to better align budget to operations in the Business Information Services Bureau. These changes reflect adjusting budget for previously approved positions, creating budgeted positions for previously unbudgeted employees, and adjusting vacant positions to reflect planned classification and/or salary level during recruitment. (Technology and Innovation)	(6,581)	-
Reclassify and reorganize positions to better align budget to operations in the Business Operations Bureau / Executive Office. Changes include, but are not limited to, the elimination of 2 Broadcast Production Specialist Positions, reallocation of one Business Systems Specialist III from Business Information Services Bureau, additions of one Business Systems Specialist III and one Communications Officer, and an upgrade of an Administrative Analyst III to an Administrative Officer. These changes reflect adjusting budget for previously approved positions, creating budgeted positions for previously unbudgeted employees, and adjusting vacant positions to reflect planned classification and/or salary level during recruitment. (Technology and Innovation)	108,669	1.00
Reclassify and reorganize positions to better align budget to operations in the Customer Services Bureau. Changes include, but are not limited to, the replacement of 1 Systems Support Specialist II with 1 Storekeeper II and 1 Systems Technician I. These changes reflect correcting position budgets to eliminate existing overfills, underfills, and crossfills, adjusting budget for previously approved positions and adjusting vacant positions to reflect planned classification and/or salary level during recruitment. (Technology and Innovation)	(54,889)	1.00
Reclassify and reorganize positions to better align budget to operations in the Enterprise Information Systems Bureau. These changes reflect correcting position budgets to eliminate existing overfills, underfills and crossfills and adjusting vacant positions to reflect planned classification and/or salary level during recruitment. (Technology and Innovation)	(45,849)	-
Reclassify and reorganize positions to better align budget to operations in the Infrastructure Services Bureau. Changes include, but are not limited to, the addition of one Business Systems Specialist VI. These changes reflect correcting position budgets to eliminate existing overfills, underfills, and cross-fills, adjusting budget to reflect previously approved positions, creating budgeted positions for previously unbudgeted employees, and adjusting classifications for existing employees to reflect actual duties assigned. (Technology and Innovation)	209,401	1.00
Reclassify four Officers (One Business Information Technology Officer, two Business Information Systems Officers, and one Technical Services Officer) to Information Systems Officer. (Technology and Innovation)	-	-

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Fund Group and Item	Impact	Positions
Reduce and reallocate various materials and supplies budget to more closely align budget with actual expense trends in critical areas. (Technology and Innovation)	(67,821)	-
Reduce budget for equipment replacement and hardware and software maintenance in the Infrastructure Services Bureau, resulting in higher service level risks and longer outages, more reuse of older parts, and delays to operating or project initiatives. (Technology and Innovation)	(289,000)	-
Reduce charges to user departments for mainframe maintenance and staffing support until mainframe is decommissioned, following Go-Live of LB COAST Phase II, offset by funds available. (Technology and Innovation)	569,012	-
Transition from a paid OpenGov subscription to display the City's financial data to a less expensive open source solution, resulting in ongoing annual licensing and maintenance savings. (Technology and Innovation)	(82,000)	-
Upgrade 0.5 FTE Systems Technician I to 1.00 FTE Systems Technician II in the Customer Services Bureau to support technology needs at Citywide meetings and events and support response to user departments' desktop support needs. (Technology and Innovation)	51,152	0.50
Health Fund Group		
Add 3.0 Community Program Specialist IV (equivalent Administrative Analyst II-Unclassified) positions to support COVID-19 grant budgeting and billing, offset by grant funds. (Health and Human Services)	-	3.00
Add a Community Program Specialist V (equivalent Administrative Analyst III-Unclassified) and a Community Program Specialist II (equivalent Assistant Administrative Analyst II-Unclassified) to support purchasing functions, offset by grant funds. (Health and Human Services)	-	2.00
Add a Community Program Specialist IV-Unclassified to perform analysis to address various public health needs, offset by grant funds. (Health and Human Services)	-	1.00
Add a Special Projects Officer - Grants to manage program and administrative oversight over COVID-19 emergency response, offset by grant funds. (Health and Human Services)	-	1.00
Add one Accountant II-NC, one Accounting Technician-NC, and one Accounting Clerk-NC to support various accounting needs including grants management, offset by grant funds. (Health and Human Services)	-	3.00
Address structural imbalances in the Health Fund by increasing budgeted revenues to align with actuals and eliminate various vacant positions. (Health and Human Services)	(1,589,439)	(6.00)

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Fund Group and Item	Impact	Positions
Transfer 2.0 Environmental Health Specialist Non-Career positions from the Cannabis Program in the General Fund to the Health Fund and align position duties to the appropriate funding sources. (Health and Human Services)	-	2.00
Insurance Fund Group		
Eliminate a Clerk Typist III in the Safety Division to reflect reorganization of the Division. (Human Resources)	(87,002)	(1.00)
Reduce budget for on-line safety training, now offered as a free service to the City through an insurance consortium. (Human Resources)	(58,250)	-
Upgrade a Non-Career Clerk Typist III to a full-time Clerk Typist III in the Occupational Health & Safety Division to support COVID-19 screening for City employees and support the emergency Live Scan services, offset by a reduction in budget for service contracts. (Human Resources)	-	0.50
Marina Fund Group		
Reclassify a Painter to a General Maintenance Assistant for LB Marina System infrastructure maintenance in the Marine Bureau. (Parks, Recreation and Marine)	-	-
Queen Mary Fund Group		
Upgrade an Assistant Administrative Analyst II to a Administrative Analyst II for an increase of \$15,068 to support Queen Mary activities and transfer the full cost of the position to the Tidelands Operating Fund Group due to funding shortfalls in Queen Mary Fund Group. (Economic Development)	(101,440)	-
Refuse/Recycling Fund Group		
Add a Refuse Field Investigator for recycling and organic waste collection. This position will focus initially on surveying and auditing both City serviced and privately serviced commercial properties to ensure compliance with organic and recycling legislation; and also to ensure City compliance with State mandated bills. (Public Works)	91,539	1.00
Upgrade a Customer Service Supervisor I to Customer Service Supervisor II managing the Refuse Hotline to reflect increase in duties. (Public Works)	4,534	-
SERRF Fund Group		
Increase budget for SERRF operations and maintenance including operator contract and ash disposal. (Energy Resources)	2,000,000	-
Increase budgeted revenue to reflect increase in electricity sales revenue due to a higher \$/kwh plus additional money from a new resource adequacy contract. (Energy Resources)	(2,100,000)	-
Increase budgeted revenue to reflect increase in interest revenue. (Energy Resources)	(52,000)	-

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Fund Group and Item	Impact	Positions
Increase budgeted revenue to reflect increases in SERFF tip fee revenue due to higher charge per ton for refuse. This reflects additional revenue from both external refuse haulers (\$2.2m) and City of Long Beach refuse (\$212k). (Energy Resources)	(2,400,000)	-
Reduce budget for insurance cost savings due to lower negotiated insurance premiums (Energy Resources)	(2,802,000)	-
Special Advertising & Promotion Fund Group		
Reallocate partial funding for Community Information Officer from the General Fund to the Special Advertising and Promotions Fund; and eliminate funding of approximately \$53,000 for Community Concerts that was added in FY 19 to support marketing, communication materials, and increase program participation. (Parks, Recreation and Marine)	-	0.30
Reallocate the General Fund contribution to the Arts Council from the General Fund to be funded from the Special Advertising and Promotions Fund Group. (City Manager)	25,000	-
Reclassify a Program Specialist to a Clerk Typist III in the Administration Bureau and align budgeted salaries to actuals in the Intergovernmental Affairs Office. (City Manager)	(26,191)	-
Reduce an Events Coordinator I and a Clerk Typist II which support Special Events and Filming and the materials budget to more closely align with actuals. (City Manager)	(203,942)	(2.18)
Reduce half of the Assistant to the City Manager - Administration position and assign selected administrative functions to other staff. Position is funded currently by both the General Fund and Special Advertising and Promotions Fund Groups. (City Manager)	(35,261)	(0.20)
Reduce one Program Specialist position in the Office of Public Affairs which supported communications, marketing and social media messaging; remaining work will be distributed within the Office of Public Affairs. (City Manager)	(112,206)	(1.00)
Reduce ongoing support for the Arts Council for Long Beach due to significant revenue loss in the Special Advertising and Promotions Fund and risk of draining funds available. (City Manager)	(25,215)	-
Reduce ongoing support for the Long Beach Convention and Visitors Bureau due to significant revenue loss in the Special Advertising and Promotions Fund and risk of draining funds available. (City Manager)	(450,000)	-
Reduce ongoing support for the Long Beach Museum of Art due to significant revenue loss in the Special Advertising and Promotions Fund and risk of draining funds available. (City Manager)	(18,450)	-

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Fund Group and Item	Impact	Positions
Tidelands Operations Fund Group		
Eliminate 0.50 Clerk Typist III position in the Marine Maintenance Division in the Marine Bureau. The responsibilities for this desk will be consolidated with the Clerk Typist III position in Beach Maintenance Division with anticipated delays in service due to workload. (Parks, Recreation and Marine)	(39,951)	(0.50)
Eliminate 0.53 Recreation Leader Specialist VI position at Leeway Sailing and Aquatics Center in the Community Recreation Services. This reduction will result in fewer hours for equipment maintenance, while still maintaining the minimal amount of time available to keep the program safe. (Parks, Recreation and Marine)	(20,090)	(0.53)
Contract out 4.0 positions in the parking meter collection and maintenance program for the 1,800 on-street meters and pay-stations. These positions are budgeted across the General Fund and the Tidelands Operating Fund with a total savings of \$170,315. A Prop L analysis and meet and confer process will need to be completed before this can be implemented. (Public Works)	(56,862)	(1.60)
Eliminate a Clerk Typist III in the Financial Services Division in the Business Operation Bureau. This position is responsible for supporting the Business Operations Bureau, Financial Services Division with clerical duties. This position is funded in the General Fund and Tidelands Operating Fund. (Parks, Recreation, and Marine)	(35,783)	(0.50)
Eliminate a Clerk Typist III position in the Community Recreation Services Bureau. The work of scheduling permits and reservations will need to be absorbed by remaining staff. Position is funded by General Fund and Tidelands Operating Fund (Parks, Recreation and Marine)	(8,520)	(0.10)
Eliminate an Offset Press Operator position in the Community Information Division. This position is responsible for reprographics related requests for the Department including marketing flyers for programs and events. This position is budgeted in General Fund and Tidelands Operating Fund. (Parks, Recreation and Marine)	(1,908)	(0.02)
Eliminate an Administrative Analyst II in the Community Recreation Services Bureau. This item eliminates one of two Administrative Analyst positions responsible for budget monitoring and development; grant contract management, revenue management and other administrative functions. This position is funded in General Fund and Tidelands Operating Fund. (Parks, Recreation and Marine)	(7,002)	(0.05)

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Fund Group and Item	Impact	Positions
Eliminate Assistant City Traffic Engineer in the Transportation Mobility Bureau. The work of supporting and mitigating traffic safety related concerns will need to be maintained by other staff with potential increase in response time for traffic related requests and transportation related projects. This position charges across Capital Projects Fund, General Fund, and Tidelands Operating Fund (Public Works)	(21,929)	(0.10)
Eliminate vacant Audit Manager and vacant Senior Auditor positions to align budgeted personnel with actual operations. (City Auditor)	(290,877)	(2.00)
Implement various organizational, staffing, and material budget changes for Aquatics camp to achieve efficiencies in the Community Recreation Services Bureau. (Parks, Recreation and Marine)	(87,327)	(2.04)
Implement organizational and staffing changes in Marine Operations in the Marine Bureau, including the elimination of one Marina Supervisor, one Marina Agent II; and reduction of Marina Agent III hours. Service impacts may include longer response times and delays in processing new permits/cancelled merits and construction plans. (Parks, Recreation and Marine)	(236,458)	(2.60)
Increase budget to adjust for increased water rates in order to help fund critical Tidelands landscaping and facility water needs in the City's waterfront areas. (Parks, Recreation and Marine)	158,779	-
Increase the Beach Lot Parking Hourly Rate (\$.25/15min increase). (Public Works)	(546,027)	-
Increase Los Cerritos Channel, Lower Los Angeles River, and Lower San Gabriel River Watershed permit. (Public Works)	169,344	-
Increase Tidelands Operating budget to support the funding of an Administrative Analyst II position dedicated to Queen Mary activities. (Economic Development)	116,509	-
One-time cost recognizing delays in implementing some of the proposals where savings will not begin right at the beginning of the fiscal year; specifically, this item reflects the delay in contracting out parking meter collection and maintenance services. (Public Works)	28,431	
One-time reduction for utilities due to anticipated lower usage at the Long Beach Convention Center as a result of COVID-19 pandemic and social distancing guidelines in place. (Economic Development)	(200,000)	-
Realign the budgeted salaries and funding allocations of various positions to align budgeted personnel with actual operations. (City Auditor)	168,616	-

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Fund Group and Item	Impact	Positions
Reallocate position budget and funding from the General Fund to Tidelands Operating Fund to align with actual operations (Financial Management)	(56,283)	(0.26)
Reallocate positions in General Fund and Tidelands Fund to align budgeted positions with duties and the projects where actual costs are charged. (Public Works)	(765,947)	(5.70)
Reduce budget by 20 percent for landscape services in the Tidelands Area in the Marine Bureau. This reflects a shift from weekly mowing to bi-weekly mowing of green spaces in highly visible and highly utilized areas within the City. (Parks, Recreation and Marine)	(11,000)	-
Reduce budget for contractual services and engineering services in the Marine Bureau that were utilized for various Tidelands infrastructure analysis; limited funding available for water quality and circulation studies. (Parks, Recreation and Marine)	(93,774)	-
Reduce budget for landscape contract in the Maintenance Operations Bureau for supplemental funding used for emergency work and projects that fall outside the regular scope of duties within the contract. (Parks, Recreation and Marine)	(15,000)	-
Reduce budget for tree trimming services along the Tidelands area in Marine Bureau. Tree-trimming and related services will be done every other year on trees when appropriate. (Parks, Recreation and Marine)	(25,000)	-
Reduce budget for various utilities at the Long Beach Convention Center to better align budget to actual expenses. (Economic Development)	(150,000)	-
Reduce budgeted non-career lifeguard staffing by 10 percent, reducing FTEs from 20.83 to 18.75 and restructure the Jr. Lifeguard Program by eliminating one Marine Safety Officer (MSO) position and upgrading a Clerk Typist III to an Assistant Administrative Analyst I to perform the administrative duties of the Lifeguard Coordinator position. This will result in 5-7 fewer Non-Career Lifeguards on the beach per day, and MSO reduction will result in diminished supervisory staff of seasonal Lifeguards and dive operations. (Fire)	(292,521)	(3.08)
Reduce overtime for Police patrol in the South Division Tidelands area. This is a reduction of approximately 88 10-hours shifts that would have been dedicated to this area. Approximately \$291,000 of budgeted funding will remain. (Police)	(83,034)	-
Remove a negative salary savings placeholder, offset by realigning budgeted positions to operations. (City Auditor)	30,846	-
Towing Fund Group		
Increase budget by \$204,000 for overhead increases and to reflect current contracted towing costs, offset by an increase in towing fees. (Financial Management)	-	-

The information provided in this document has not been updated with the passing of the Adopted FY21 Budget, where changes in funding may have occurred.

Measure A
Summary of FY 21 Sources and Uses

Attachment G

	Total	Structural Portion ¹	One-time Portion			
Measure A Revenue in FY 21	\$ 62,688,149	\$ 62,688,149	\$ -			
<i>Estimate Net of State Board of Equalization Fees</i>						
Set aside for Out-Year Measure A Plan ²	\$ (1,977,816)	\$ -	\$ -			
	Total	Structural Uses	One-time Uses	Sworn FTEs Maintained ³	Sworn FTE Added	Non-Sworn FTE Added
Total Uses of Measure A	\$ 60,710,333	\$ 33,995,688	\$ 25,714,645	143.0	37.0	3.0
Invest in Infrastructure (Attachment)	18,514,645	-	18,514,645	-	-	-
Enhance and Maintain Public Safety³						
Maintain Police Services	18,833,581	18,833,581	-	102.0	-	-
Maintain Fire Services	7,600,717	7,600,717	-	41.0	-	-
Reestablish Police's South Division	1,538,272	1,538,272	-	-	8.0	2.0
Restore Fire Engine 8	2,296,881	2,296,881	-	-	12.0	-
Restore Police Academy Staffing	1,408,805	1,408,805	-	-	9.0	-
Restore Paramedic Rescue 12	1,110,176	1,110,176	-	-	6.0	-
Quality of Life Officers	371,917	371,917	-	-	2.0	-
Neighborhood Safe Streets	2,200,000	-	2,200,000	-	-	
Police Communications Technology	2,600,000		2,600,000			
Set aside funds for Engine 17	2,400,000		2,400,000			
Investment in Community Hospital⁴	1,000,000					
Contribute to Rainy Day Fund (Measure B)	626,881	626,881	-	-	-	-
Administer Measure A Tax	208,458	208,458	-	-	-	1.0

¹ Structural portion is available for either ongoing operations or one-time purposes.

² Per the FY 20 approved Measure A Plan for out-year funding, funds are being accumulated for future projects such as the rebuilding of the Police and Fire Academies and funding public safety communication technology upgrades.

³ The FY 21 budget continues to use Measure A to help maintain existing levels of Police and Fire services and has an increased level of structural funding. "Sworn FTEs Maintained" represents the equivalent number of sworn FTEs retained in FY 21 that may have otherwise been reduced but for Measure A funding.

⁴ The addition of Community Hospital costs (based on the approval of the 2020 Measure A ballot questions) is the only change to the overall Measure A plan as approved in FY 20.

Measure A – FY 21 Infrastructure Projects		
Program Area	Amount	Scope
Mobility	\$ 15,200,000	
	1,200,000	Alley Improvements
	7,500,000	Arterial Street Improvements
	6,500,000	Curbs and Sidewalks
Parks & Recreation	\$ -	
Public Facilities	\$ 3,314,645	
	1,700,000	Facility Condition Assessment Building Improvements
	1,614,645	Station 9
Beaches	\$ -	
Utilities	\$ -	
Total	\$ 18,514,645	

**Measure A Five-Year Infrastructure Update
FY 17 - FY 21**

Attachment I

Measure A Infrastructure Project	Adjusted FY 17- FY 20 Budget	Proposed FY 21 Budget	Total FY 17- FY 21 Budget	Status
Mobility	\$ 53,697,478	\$ 15,200,000	\$ 68,897,478	
Alley Improvements	5,304,739	1,200,000	6,504,739	Ongoing
Arterial Street Improvements	13,492,739	7,500,000	20,992,739	Ongoing
Curbs and Sidewalks	11,700,000	6,500,000	18,200,000	Ongoing
Naples Bridge	250,000	-	250,000	Ongoing
Residential Street Repair (Overlay)	7,500,000	-	7,500,000	Ongoing
Residential Street Repair (Slurry)	14,000,000	-	14,000,000	Ongoing
Smart Street Light Technology	500,000	-	500,000	Ongoing
Street Signage	200,000	-	200,000	Ongoing
Traffic Circle Improvements	750,000	-	750,000	In Progress
Parks & Recreation	31,222,811	-	31,222,811	
4th St. Senior Center	820,000	-	820,000	*In Progress
Admiral Kidd Field Turf Improvements	-	-	-	Funding Redirected to Silverado Field Turf
Bixby Park Community Center	450,000	-	450,000	*Complete
Bixby Park Parcel 1	350,000	-	350,000	In Progress
Cherry Park Playground	400,000	-	400,000	In Progress
Citywide Park Irrigation	1,065,000	-	1,065,000	*In Progress
Community Center Restrooms	170,000	-	170,000	Complete
Davenport Park Phase II	2,550,000	-	2,550,000	*In Progress
Drake Park - Park to Field Connection	500,000	-	500,000	In Progress
Drake Park Playground	939,000	-	939,000	Complete
Drake Park - Restroom Replacement	630,000	-	630,000	In Progress
Drake/Chavez Greenbelt 4-acre Wetland - Expansion	1,000,000	-	1,000,000	In Progress
Rehabilitate El Dorado Duck Pond	1,754,000	-	1,754,000	In Progress
El Dorado Golden Grove Event Area	500,000	-	500,000	In Progress
EL Dorado Golden Grove Playground	400,000	-	400,000	In Progress
El Dorado Park - Restroom #40 Rehabilitation	180,000	-	180,000	In Progress
El Dorado Park - Restroom #41 Rehabilitation	180,000	-	180,000	In Progress
El Dorado Park Artificial Turf	2,350,000	-	2,350,000	*In Progress
El Dorado Restroom Replacement #38 & 43	110,000	-	110,000	In Progress
El Dorado Tennis Courts	150,000	-	150,000	Complete
Heartwell Field Turf	320,000	-	320,000	Complete
Houghton Park Community Center	5,741,896	-	5,741,896	Complete
Hudson Field Turf	-	-	-	Funding Redirected to Silverado Field Turf
Jackson Park Playground	150,000	-	150,000	*Complete
Jenni Rivera Park Playground	250,000	-	250,000	Complete
Los Cerritos Park	1,000,000	-	1,000,000	Complete
Los Cerritos Park Sports Courts	100,000	-	100,000	Complete
MacArthur Park	56,000	-	56,000	Complete
MacArthur Park - Restroom Replacement	750,000	-	750,000	In Progress
Martin Luther King Jr. Park	42,000	-	42,000	Complete
Pan American Park	160,000	-	160,000	Complete
Rancho Los Alamitos	1,000,000	-	1,000,000	*Complete
Rancho Los Cerritos	1,000,000	-	1,000,000	*In Progress
Recreation Park Playground	1,000,000	-	1,000,000	In Progress
Red Car Greenbelt (P.E. Right-of-Way)	300,000	-	300,000	*Complete
Restoration Work at Los Cerritos Wetlands	500,000	-	500,000	In Progress

**Measure A Five-Year Infrastructure Update
FY 17 - FY 21**

Attachment I

Measure A Infrastructure Project	Adjusted FY 17- FY 20 Budget	Proposed FY 21 Budget	Total FY 17- FY 21 Budget	Status
Silverado Field Turf	480,000	-	480,000	Complete; Budget Increased from Admiral Kidd and Hudson Park
Silverado Park	100,000	-	100,000	Complete
Silverado Park Sports Courts	100,000	-	100,000	In Progress
Stearns Community Center	800,915	-	800,915	Complete
Urban Forest Investment	845,000	-	845,000	Complete
Veterans Park Community Center	160,000	-	160,000	*In Progress; Previously Funded "Field Turf"
Veterans Park Playground	963,000	-	963,000	Complete
Whaley Park Playground	906,000	-	906,000	Complete
Public Facilities	24,398,645	3,314,645	27,713,290	
Alamitos Branch Improvements	1,061,000	-	1,061,000	In Progress
Animal Care Facility	450,000	-	450,000	In Progress
Bayshore Library Improvements	750,000	-	750,000	In Progress
Brewitt Branch Library	62,000	-	62,000	Complete
Burnett Branch Library	172,000	-	172,000	Complete
City Place Parking Garage	1,450,000	-	1,450,000	*In Progress
Dana Branch Library	103,000	-	103,000	Complete
El Dorado Branch Improvements	1,024,000	-	1,024,000	In Progress
Emergency Communications and Operations	830,000	-	830,000	In Progress
Expo Building	200,000	-	200,000	Complete
Facility Condition Assessment and Improvements	5,949,000	1,500,000	7,449,000	On Going
Fire Station 1 Improvements	495,000	-	495,000	In Progress
Fire Station 7	120,000	-	120,000	Complete
Fire Station 9	4,514,645	1,614,645	6,129,290	In Progress
Fire Station 10	250,000	-	250,000	Complete
Fire Station 14 Improvements	295,000	-	295,000	In Progress
Fire Station 17	35,000	-	35,000	*Complete
Fire Station Roofs (FS 2, 4, 7, 10 Gender Separation)	650,000	-	650,000	Complete
Fire Training Center	525,000	-	525,000	In Progress
Harte Branch Library	102,000	-	102,000	*Complete
Library Roof Improvements	280,000	-	280,000	Complete
Los Altos Library	47,000	-	47,000	Complete
Main Health Facilities Center	1,250,000	-	1,250,000	Complete
Mark Twain Library	47,000	-	47,000	Complete
North Health Facility Improvements	770,000	-	770,000	*In Progress
PD Academy Building	1,400,000	-	1,400,000	In Progress
Police Crime Lab	-	-	-	Funding Redirected to Public Safety Building
Public Safety Building	1,000,000	-	1,000,000	Complete
Ruth Bach Library	67,000	-	67,000	Complete
West Police Station Building Improvements	500,000	-	500,000	Complete
Critical Infrastructure Reserve	-	200,000	200,000	
Beaches	150,000	-	150,000	
Colorado Lagoon Improvements	150,000	-	150,000	FY 20 New Funding
Utilities	5,000,000	-	5,000,000	
Stormwater Protection (Pump Stations)	5,000,000	-	5,000,000	Ongoing
Grand Total	\$ 114,468,934	\$ 18,514,645	\$ 132,983,579	

(*) Indicates project scope changes have occurred since the project was initially funded in response to increased project expense needs or budget savings.

Proposed FY 21 - Measure A Allocations (FY 17 - FY 27)
Summary Detail

\$ in Millions	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
	Actuals	Actuals	Actuals	Estimated								
Total Revenue	38.92	61.54	66.37	56.57	62.69	65.28	54.63	51.94	53.50	55.10	56.75	623.29
Total Uses	(35.61)	(52.56)	(64.83)	(65.64)	(60.71)	(65.05)	(54.01)	(34.89)	(34.90)	(35.92)	(35.94)	(540.07)
Surplus/(Shortfall)	3.31	8.98	1.54	(9.07)	1.98	0.22	0.61	17.05	18.59	19.18	20.82	83.22
Planned Releases/(Reserves)¹	(3.31)	(8.98)	(1.54)	9.07	(1.98)	(0.22)	6.96	17.05	18.59	19.18	20.82	0.00
Net Surplus/(Shortfall)²	-	-	-	-	-	-	7.58	-	-	-	-	83.22

Structural Portion	23.76	26.55	33.18	28.28	62.69	65.28	54.63	51.94	53.50	55.10	56.75	511.66
Revenue												
Uses												
Public Safety Maintenance	(3.16)	(8.29)	(19.34)	(21.90)	(26.43)	(26.43)	(26.43)	(26.43)	(26.43)	(26.43)	(26.43)	(237.73)
Public Safety Restorations & Enhancements	(5.34)	(6.35)	(7.16)	(7.16)	(6.73)	(6.73)	(6.73)	(6.73)	(6.73)	(6.73)	(6.73)	(73.09)
Fire Engine 8	(2.30)	(2.30)	(2.30)	(2.30)	(2.30)	(2.30)	(2.30)	(2.30)	(2.30)	(2.30)	(2.30)	(25.27)
Paramedic Rescue 12	(0.65)	(1.11)	(1.11)	(1.11)	(1.11)	(1.11)	(1.11)	(1.11)	(1.11)	(1.11)	(1.11)	(11.75)
HEART Team	-	-	(0.44)	(0.44)	-	-	-	-	-	-	-	(0.87)
Police South Division	(1.54)	(1.54)	(1.54)	(1.54)	(1.54)	(1.54)	(1.54)	(1.54)	(1.54)	(1.54)	(1.54)	(16.92)
Police Academy Staffing	(0.85)	(1.41)	(1.41)	(1.41)	(1.41)	(1.41)	(1.41)	(1.41)	(1.41)	(1.41)	(1.41)	(14.94)
Quality of Life Unit	-	-	(0.37)	(0.37)	(0.37)	(0.37)	(0.37)	(0.37)	(0.37)	(0.37)	(0.37)	(3.35)
Measure B	(0.39)	(0.62)	(0.66)	(0.57)	(0.63)	(0.65)	(0.55)	(0.52)	(0.53)	(0.55)	(0.57)	(6.23)
Admin	(0.15)	(0.22)	(0.15)	(0.21)	(0.21)	(0.21)	(0.21)	(0.21)	(0.21)	(0.21)	(0.21)	(2.19)
One-Time Uses	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure*	(13.86)	(2.46)	-	-	-	-	-	-	-	-	-	(16.32)
South Division One-Times	(0.83)	-	-	-	-	-	-	-	-	-	-	(0.83)
Police Academy	-	(4.30)	-	-	-	-	-	-	-	-	-	(4.30)
Network Camera Modernization	-	(0.75)	-	-	-	-	-	-	-	-	-	(0.75)
Police Overtime	-	(1.00)	-	-	-	-	-	-	-	-	-	(1.00)
Public Safety Handhelds	-	(0.54)	-	-	-	-	-	-	-	-	-	(0.54)
Subtotal One-Time Uses	(14.69)	(9.05)	-	-	-	-	-	-	-	-	-	(23.75)
Total Uses	(23.73)	(24.54)	(27.31)	(29.83)	(34.00)	(34.02)	(33.92)	(33.89)	(33.90)	(33.92)	(33.94)	(342.99)
Structural Available / (Shortfall)	0.03	2.02	5.87	(1.55)	28.69	31.25	20.71	18.05	19.59	21.18	22.82	168.68

Proposed FY 21 - Measure A Allocations (FY 17 - FY 27)
Summary Detail

\$ in Millions	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimated	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
One-Time Revenue	15.16	34.99	33.18	28.28	-	-	-	-	-	-	-	111.62
Uses												
Community Hospital ³	-	-	-	-	(1.00)	(1.00)	(1.00)	(1.00)	(1.00)	(2.00)	(2.00)	(9.00)
Irrigation Pumps	-	-	-	(0.10)	-	-	-	-	-	-	-	(0.10)
Magnolia Tree Program and Stump Removal	-	-	-	(0.20)	-	-	-	-	-	-	-	(0.20)
Infrastructure ⁴	(11.88)	(28.03)	(31.88)	(26.36)	(18.51)	(13.33)	(16.90)	-	-	-	-	(146.89)
Fire Recruit Academy	-	-	(0.90)	-	-	-	-	-	-	-	-	(0.90)
HEART Team Vehicle	-	-	(0.13)	-	-	-	-	-	-	-	-	(0.13)
Police Recruit Academy	-	-	(2.10)	(3.20)	-	-	-	-	-	-	-	(5.30)
Police Body-Worn Cameras	-	-	-	(1.36)	-	-	-	-	-	-	-	(1.36)
Neighborhood Safe Streets	-	-	(1.90)	(2.20)	(2.20)	(2.20)	(2.20)	-	-	-	-	(10.70)
Public Safety Communications Technology	-	-	-	(0.10)	(2.60)	(14.50)	-	-	-	-	-	(17.20)
Police Jail Clinician Program	-	-	-	-	-	-	-	-	-	-	-	-
Set Aside for Engine 17	-	-	-	(2.30)	(2.40)	-	-	-	-	-	-	(4.70)
Network Camera Modernization	-	-	(0.60)	-	-	-	-	-	-	-	-	(0.60)
	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-
Total Uses	(11.88)	(28.03)	(37.51)	(35.81)	(26.71)	(31.03)	(20.10)	(1.00)	(1.00)	(2.00)	(2.00)	(197.08)
One-time Available / (Shortfall)	3.28	6.96	(4.33)	(7.53)	(26.71)	(31.03)	(20.10)	(1.00)	(1.00)	(2.00)	(2.00)	(85.46)
TOTAL AVAILABLE / (SHORTFALL)	3.31	8.98	1.54	(9.07)	1.98	0.22	0.61	17.05	18.59	19.18	20.82	83.22
CUMULATIVE	3.31	12.30	13.84	4.76	6.74	6.96	7.58	24.63	43.22	62.40	83.22	NA
*Total Infrastructure <i>(From combined one-time and structural portions)</i>	25.74	30.49	31.88	26.36	18.51	13.33	16.90	-	-	-	-	163.22

1. Planned Releases/(Reserves) account for the setting aside of surplus in the current year or the release of any surplus accumulated from prior years to fund the approved Measure A out-year plan or to provide funding for projects in future years. In FY 20, additional reserves (beyond the original plan) are anticipated to be released to offset the FY 20 revenue loss due to the COVID-19 pandemic. With the rearrangement of surplus releases and projected revenue increased in out-years all previously approved projects are able to be funded in this plan.

2. Net Surplus/(Shortfall) figures represent additional funds not yet allocated as a result of either the recent ballot measure that made Measure A funding permanent or revenue projection changes. Due to the uncertainty of revenue projections as impacted by the pandemic and the very uncertain future budget status, it is not recommended to allocate these funds at time. This will be included in a future recommendation to be brought to City Council once more information on the pandemic's impact on revenue and future shortfalls becomes available.

3. The addition of Community Hospital costs (based on the approval of the 2020 Measure A ballot questions) is the only change to the overall Measure A plan as approved in FY 20.

4. Amounts in the Infrastructure Category include costs for public safety facilities, including the Police and Fire Academy rebuilds at \$15 million and \$6.5 million, respectively. As part of the FY 20 Budget adoption night actions, an additional \$3.0 million was allocated for Station 9 bringing the total allocated to \$7.7 million between FY 20 and FY 23.

Proposed FY 21 - Measure A Allocations (FY 17 - FY 27)

Attachment J

Summary Detail

Infrastructure Category (\$ in Millions)	FY 17 Adjusted	FY 18 Adjusted	FY 19 Adjusted	FY 20 Adjusted	FY 21 Proposed	FY 22 Planned Uses	FY 23 Planned Uses	Total Planned Uses
Beaches & Marinas	-	-	-	0.2	-	-	0.5	0.7
Mobility	16.5	16.3	9.5	11.3	15.2	2.8	0.2	71.9
Parks & Recreation	6.1	9.3	11.5	4.3	-	1.5	-	32.7
Public Facilities	3.1	3.3	9.0	9.0	3.3	9.0	16.2	52.9
<i>Police Academy Facility Rebuild</i>	-	-	-	0.5	-	7.0	7.0	14.5
<i>Fire Academy Facility Rebuild</i>	-	-	-	-	-	0.8	5.7	6.5
<i>Station 9</i>				4.5	1.6	0.5	1.1	7.7
<i>Other Public Facilities / (Cost & Revenue Variances)</i>	-	-	-	4.0		0.7	2.4	7.1
Utilities (Stormwater Protection)		1.6	1.9	1.5	-	-	-	5.0
Grand Total (\$ in Millions)	\$ 25.7	\$ 30.5	\$ 31.9	\$ 26.3	\$ 18.5	\$ 13.3	\$ 16.9	\$ 163.1

FY 21 Cannabis Regulatory and Enforcement Program		
Department	Amount	Scope
City Attorney	\$ 165,136	Supports one position for the current level of cannabis work and fund outside legal counsel services to help defend the City in cannabis litigation and administrative proceedings and assist with enforcement of unlicensed facilities.
City Manager	229,771	Supports 1.5 FTE positions to coordinate the City's overall multi-Department efforts to regulate the cannabis industry, including licensed business regulation, unlicensed business enforcement, cannabis social equity and personal use policy development.
City Prosecutor	144,383	Provide advisory support to the administrative enforcement team, and assist with criminal prosecution of illegal cannabis operators.
Development Services	142,413	Supports 0.5 FTE of Code Enforcement inspection staff responsible for proactively identifying cannabis businesses' facilities that have not obtained the proper building permits and responding to requests for service, including site visits; coordination with other City departments and property owners; issuance of citations; and court appearances and materials and supplies. Other responsibilities include the vacant lot monitoring program and general nuisance abatement.
Financial Management	448,411	Supports two Business License staff who field complaints, track cases, schedule site visits, enforce operating conditions, issue citations, coordinate with Community Liaisons, schedule inspections, process license revocations, and manage general administrative duties. Staff also participate in the unlicensed enforcement approach and receive and account for taxes paid by cannabis businesses.
Health and Human Services	184,496	Supports 1.0 FTE to plan check and inspect cannabis businesses to ensure compliance with food safety, hazardous waste, and other public health requirements. Additionally, coordinates public education and prevention programs to address cannabis perception and use.
Fire	471,169	A two person team to perform inspections, issue citations, and red tag facilities when appropriate and part time clerical staff to assist the team. Staff also review, inspect and certify legal cannabis facilities to ensure that businesses will open safely and in a timely manner, and develop policies.
Police	55,000	Support background investigations of cannabis business owners prior to license issuance. Additionally, funds overtime and training costs to expand the number of police officers who are certified as Drug Recognition Experts (DRE).
Racial Equity Program Support		
Racial Equity Program Support	2,475,299	Measure MA revenues has been allocated to fund the structural costs of the enhancements related to the Racial Equity and Reconciliation Initiative. This includes \$1.5 million for Plan implementation; a Deputy City Manager position; Community Program Specialist position for the Office of Equity; funding to study and implement reforms for the CPCC; redesign of the HEART team to have a greater public health focus using nurses; and Senior programming at the Expo Center.
Public Health and Safety Program Support		
Public Health and Safety*	4,183,121	To prioritize Measure MA funds for public health and safety, in addition to Cannabis regulation and enforcement and Racial Equity program support, revenues have been allocated to support public health and safety related operations. Funds are helping to support the costs two Quality of Life (QOL) Police Officers responsible for referring individuals to services and assisting in mental health evaluations; a Clean Team to coordinate and complete all homeless cleanups in the City; Health Department programming to maintain support for homeless services; Violence prevention unit; Lifelong learning programs at Obama and Twain libraries; Neighborhood Resource Center and Improvement program; Be SAFE structural funding for 8 sites; Senior Center Administration; and other programming
Budget Stabilization Fund: Measure B		
Budget Stabilization Fund*	85,851	Measure B requires 1 percent of new tax revenues generated each year. Represents the amount of Measure MA funds anticipated to be reserve per Measure B.
Total	\$ 8,585,051	

Adoption Night \$ (600,000) Adoption night reversal of proposed 1% increase to cannabis business license tax

Revised Total \$ 7,985,051

* With the revised total, the new budget stabilization fund amount is \$79,851 and the revised Public Health and Safety amount is \$3,589,121

EXECUTIVE SUMMARY

OVERALL BUDGET FINANCIAL SUMMARY¹

The Fiscal Year 2021 (October 1, 2020 through September 30, 2021) all funds budget for the City of Long Beach is estimated to total \$2.6 billion, including \$491 million for the Capital Improvement Plan. Table 1 below shows the total Proposed Budget for the City's General Fund Group, including one-time expenditures, enterprise fund groups (Gas, Refuse, Water, Airport, Development Services, Harbor etc.) and all other fund groups (Successor Agency Operations, Debt Service, etc.). Due to the modified budget process and timeline this year, the Proposed FY 21 budget number reflects only the City Manager Proposed Budget decisions and do not yet include updates for interdepartmental charges, grant and carryover clean up, and other technical budget items. These numbers will be updated for the Adopted Budget and are anticipated to change and likely increase the FY 21 expenditures, particularly in the non-General Fund fund groups.

Table 1. Total Budget (\$ in millions)					
		<u>FY 20 Adopted</u>	<u>FY 21 Proposed</u>	<u>% of Total</u>	<u>% Change</u>
General Fund - Recurring	\$	521.1	\$ 538.5	20%	3%
General Fund - One-Time		34.7	5.1	0%	-85%
Enterprise Funds		1,147.4	1,126.0	43%	-2%
All Others		1,101.6	976.9	37%	-11%
Total	\$	2,804.8	\$ 2,646.6	100%	-6%

Attachments L through T as outlined below provides additional financial summary details at this point in time. These attachments will be updated when the budget is adopted to reflect updates to estimates and final system balancing:

- Attachment L – Summary of Budgets by Department (All Fund Groups)
- Attachment M– Summary of Budgets by Department (General Fund Group)
- Attachment N – Summary of FTEs by Department (All Fund Groups)
- Attachment O – Summary of FTEs by Department (General Fund Group)
- Attachment P – Summary of FY 20 to FY 21 FTE Changes by Department
- Attachment Q – Summary of Expenditures by Fund Group
- Attachment R – Summary of Revenue by Fund Group
- Attachment S – General Fund Top 40 Revenues
- Attachment T – Fiscal Policies

GENERAL FUND GROUP

The General Fund group accounts for approximately 20 percent of the total budget and provides many of the resources for core City services. This includes policing, fire response, parks, streets

¹ Due to the shortened nature of the budget process as impacted by the COVID-19 pandemic, the numbers presented in this summary and attachments are estimates and may change at budget adoption and at the time the final budget document is prepared.

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and sidewalks repair, and library services. Most other fund groups and resources are restricted by law for other purposes and cannot be used to support these core functions.

Balancing the FY 21 Budget

The May budget projection provided to City Council during the FY 21 budget development process indicated an estimated shortfall at that time of \$30 million. This shortfall has been resolved for FY 21 using a multi-prong strategic approach that considers cost saving innovations and efficiencies, new and reallocated revenues, departmental structural service reductions, and utilization of one-time savings including the use of reserves, and potentially savings through employee furloughs and other employee contributions from employee labor groups to help transition into permanent service reductions. This multi-pronged approach has also allowed for the funding of the high priority and critical enhancements related to the Racial Equity and Reconciliation Initiative and addressing the impacts of systemic racism in Long Beach.

Table 2 below shows the breakdown of the budget balancing actions with additional information provided below the table. Details for many of these items can also be found either in other places in this executive summary or in the City Manager's Transmittal Memo. Ultimately, the City has balanced the FY 21 budget shortfall through a combination of structural solutions as well as the utilization of one-time savings at a little less than \$14 million. The majority of these one-time savings are from the potential furloughs or other savings being negotiated with the employee labor groups, which would provide immediate short-term relief to help avoid significant layoffs and service reductions in FY 21. The use of one-time funds is typically not recommended in balancing a budget as the solutions are temporary only for the current proposed year, and any shortfall covered by one-time funds used will need to be solved structurally in the subsequent year, exacerbating future year challenges. However, given the unique and extraordinary situations of the current year due to the pandemic, the level of uncertainty that exists with the economy and how it will react and adapt to the current events, and the significant size of the shortfall with its implications on painful service reductions to the community, the use of one-time funds is a recommended strategic element for balancing FY 21.

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Table 2. FY 21 General Fund Budget Balancing Elements (\$ in millions)

	Structural	One-time	Total
Preliminary Shortfall as of May	(30.2)	-	(30.2)
Citywide Revenue/Expense Updates	1.7	-	1.7
Reduced Water Transfer	(2.0)	-	(2.0)
<u>Departmental Submittals</u>			
Department Reductions	16.9	1.9	18.8
Racial Equity and Reconciliation Adds	(2.5)	-	(2.5)
One-time Implementation Delay Costs	-	(1.9)	(1.9)
<u>Other Budget Balancing Items</u>			
Increase Cannabis Tax	0.8	-	0.8
Related Funds Savings to General Fund	1.4	-	1.4
Employee groups contributions	-	11.0	11.0
Anticipated use of reserves	-	2.9	2.9
Revised Surplus / (Shortfall)	(13.9)	13.9	0.0

Other One-time Uses and Sources

Uses

Racial Equity and Reconciliation One-times	(0.7)
Strategic Investment One-times	(3.7)
Other departmental one-times	(0.1)

Sources

Additional Gas Fund Transfer and other adjustments	1.3
Anticipated use of reserves	3.3

Total One-time Sources/(Uses)

-

TOTAL ANTICIPATED USE OF RESERVES

For balancing budget and one-times	6.1
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- *Preliminary Shortfall as of May* – The preliminary General Fund Group shortfall for FY 21 as presented to the City Council in May 2020. This included additional revenue of \$4.1 million from expected additional Measure A revenue which was trending above budget.
- *Citywide Revenue/Expense Updates* – Since May, minor updates to citywide revenue and expense projection updates resulted in a reduction of the shortfall by \$1.7 million.
- *Reduced Water Transfer* – In recent years, the City has received from the Water Department a Water Fund Group transfer amount linked to historical transfer

Attachments to the Executive Summary previously included in the Proposed FY 21 Budget Booklet are not included here because updated versions of the information is now in the Budget Summary Section and the Appendix of this book.

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amounts. The amount typically increases each year with inflation. For FY 21, the Water Board has proposed reducing the historically-based transfer amount by \$2 million, which is an additional impact on the budget on top of the costs related to the Measure M settlement. This adjustment reflects that transfer reduction.

- *Department Reductions* – Departmental net reductions saved about \$18.8 million.
- *Racial Equity and Reconciliation Adds* – Enhancements related to the Racial Equity and Reconciliation Initiative add \$2.5 million in costs.
- *One-time Implementation Delay Costs* – The one-time implementation delay costs for some reductions will result in reduced savings for FY 21 (savings will not be for the entire year). An example are items that contract out City services and require a special study before that can be done.
- *Increase Cannabis Tax Rate* – This is a proposed 1 percent increase in the business license tax rate (within voter approved authorization) on cannabis dispensary businesses. It is estimated to generate about \$800,000 in additional revenues and will be used for the purposes earlier designated by City Council and to fund the Racial Equity and Reconciliation efforts.
- *Related Funds Savings to General Fund* – These savings of approximately \$1.4 million includes reductions in charges by the General Services Fund Group and the Fleet Services Fund Group due to service and other adjustments, therefore generating savings in the charges to the General Fund Group.
- *Employee Groups Contributions* – The City is negotiating with employee groups seeking savings of at least \$11 million through employee furloughs or other actions that employee bargaining groups may agree to in these difficult times to prevent further service reductions and avoid additional layoffs. Any one-time contributions will help mitigate service reductions in FY 21. If these one-time savings are not realized, the City will need to implement other service reductions mid-year and/or utilize even more operating or emergency reserves.
- *Anticipated Use of Reserves* – The City anticipates that even with all other actions described above, approximately \$2.9 million of reserves will be needed to balance the FY 21 operating budget. Additional reserve use is also anticipated to be needed to fund key one-time investments included in the budget and described below.
- *Other One-time Investments* – The Proposed FY 21 budget also includes strategic one-time investments needed for the Racial Equity and Reconciliation Initiative, citywide strategic one-times, and other departmental items. These items are further described in the City Manager's Message and Attachments and total to approximately \$4.5 million.
- *Sources for One-time investment needs* – A one-time additional Gas Fund Group transfer to the General Fund Group above the structurally budgeted level is anticipated to help fund at approximately \$1.3 million, but an additional \$3.3 million is anticipated to be needed and funded by drawing down reserves.

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- Total use of Reserves to balance the structural shortfall and one-time investment needs –**
 The drawing down of reserves to cover the remaining gaps of the structural shortfall and one-time funding needs is estimated at approximately \$6.1 million. Currently the City's operating reserve has 13.5 million (which includes \$1.7 million from Measure B) and the Emergency Reserve has \$45.5 million. It is anticipated that some of these funds may be needed to help resolve the FY 20 shortfall and so it is uncertain at this time how much of the reserves will be available for use in FY 21. Again, the proposed use of these reserves is only due to the unprecedented situation as exacerbated by the pandemic and the significant level of uncertainty in knowing how the economy will respond in the short and long-term. It is not a recommended approach for budget balancing in normal circumstances as it would not be fiscally prudent to deplete the use of reserves that may be needed for future needs or emergencies (i.e. earthquakes).

Proposed FY 21 General Fund Group Changes By Department

Table 3 summarizes the departmental net fund impact of the FY 21 General Fund Group proposed changes excluding one-times, along with the budgeted position changes. The total departmental changes were approximately \$16.3 million (made up of \$18.8 million in reductions plus a cost of \$2.5 million in enhancements related to the Racial Equity and Reconciliation Initiative). These figures exclude any Measure A changes as that is discussed and documented separately as part of the Measure A plan. The details of what makes up these changes by department are detailed in Attachment E to the City Manager's Transmittal Memo.

Table 3. FY 21 Structural General Fund Net Impacts by Department			
Departments	FY 21 Proposed Changes	Position Changes	% of General Fund Dept Solutions
Mayor and Council	(237,500)	-	1.5%
City Attorney	(138,998)	(2.00)	0.9%
City Auditor	(108,708)	(2.00)	0.7%
City Clerk	(111,693)	(1.00)	0.7%
City Manager	624,034	1.20	-3.8%
City Prosecutor	(243,500)	-	1.5%
Civil Service	(125,632)	(0.70)	0.8%
Development Services	(249,511)	(4.00)	1.5%
Disaster Preparedness and Emergency Communications	(471,360)	(2.00)	2.9%
Economic Development	(139,000)	-	0.9%
Financial Management	(1,292,311)	(11.71)	7.9%
Fire	(2,762,324)	(3.08)	17.0%
Health & Human Services	1,539,936	(1.00)	-9.5%
Library Services	(247,144)	0.70	1.5%
Parks, Recreation and Marine	(613,026)	(11.47)	3.8%
Police	(10,239,823)	(64.53)	62.9%
Public Works	(1,462,308)	28.93	9.0%
TOTAL	(16,278,868)	(72.66)	100.0%

** Excludes Citywide Activities*

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- *4 percent reduction average* - Department reductions were done using a Balanced Outcomes Budget Approach, not across the board reductions. Overall departmental reductions were about 4 percent of their budgets, representing a significant portion of their budgets but preserving core operations. The larger the department, generally the larger the dollar contribution to the overall shortfall solutions. Additionally, if potential employee furlough savings are factored in, departments are cutting costs in FY 21 by an average of 9 percent of their budgets.
- *Police Department is 63 percent of the savings* - The Police Department's reduction makes up 63 percent of the \$16.3 million in reductions as they are the largest department and their reductions have a larger dollar value than cuts in a smaller department. When the potential furloughs are included, the FY 21 reduction for the department is approximately \$12.9 million at 5.2 percent of their departmental budget.
- *The Fire Department's reduction uses one-time savings for FY 21* - \$1.9 million of the \$2.8 million in budget reductions are temporary one-time elimination of funding for fleet replacement until the Fire Department can identify permanent cuts for FY 22 or earlier. A comprehensive study will be conducted in FY 21 to assess Fire operations and develop approaches for Fire Department reductions that will need to be included in the Proposed FY 22 budget, identifying the \$1.9 million in structural solutions from FY 21 as well as any additional amount needed for FY 22. The temporary delay in fleet replacement funding means that a large portion of the Fire fleet will be one-year older before it can be replaced.
- *City Manager Department increases reflect reductions offset by addressing the Racial Equity and Reconciliation Initiatives* – the City Manager's Department includes reductions but they are offset by the transfer of the Office of Equity from the Health Department and other priority enhancements related to the Racial Equity and Reconciliation Initiative. Excluding these enhancements, the City Manager's reduction items totaled about \$146,000.
- *Health Department increase includes the reallocation of HEART teams and funding to implement Racial Equity and Reconciliation Initiative* – The Health Department's changes include the addition of 3 nurse positions as part of redesigning the Homeless Education and Response Team (HEART) with a greater public health focus utilizing Nurse positions rather than Firefighters. The current two HEART teams, each staffed by two Firefighters, will now be staffed by two Nurses positions for each HEART team, utilizing this additional of 3 new Nurse positions and a 4th Nurse position funded from grants. In addition, the changes also include the \$1.5 million set-aside for implementation of the Racial Equity and Reconciliation Initiative.

General Fund Group Budget Outlook

As part of its financial planning, the City provides a multi-year forecast of the General Fund Group, assuming no change in service levels. A preliminary projection is provided at the beginning of the budget process and an updated projection is provided when the proposed budget is released and is then periodically updated thereafter.

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Table 4 below shows the General Fund Group Budget Outlook through FY 24. Based on the Outlook, there are extremely challenging years ahead. The FY 22 shortfall includes the carryover impact of the FY 21 shortfall that was resolved only temporarily by the use of one-times. That \$14 million portion of the FY 21 shortfall needs to be solved structurally in FY 22 along with the FY 22 base shortfall of \$18 million. The shortfalls in any year assume that the shortfalls from a previous year have been structurally resolved (except for FY 21 as described).

Table 4: General Fund Surplus / (Shortfall) in \$ Millions*					
	FY 21 Proposed	FY 22 Projection	FY 23 Projection	FY 24 Projection	Total
Surplus/(Shortfall)	-	(18)	(23)	(22)	(63)
<i>Additional Shortfall from Previous Year</i>	-	(14)	-	-	(14)
Total Shortfall	-	(32)	(23)	(22)	(76)

* This chart assumes that any shortfalls are structurally solved each year.

The Outlook includes the following assumptions:

- The pandemic is going to have a continued impact into FY 21
- The recovery begins in FY 21, but revenues will not be at its previous FY 19 levels for a couple years.
- No resurgence of the pandemic or a second wave.
- Negotiated contract costs are included and general cost of living wage increase are assumed for others. This assumption will be revised based on actual negotiated contracts.

There is a great deal of uncertainty as to what will be the actual impacts of the pandemic on the economy and what the impacts will be on businesses, industries, and City revenue. This will continue to be closely monitored. These projections also do not include any additional costs incurred by the City in response to the pandemic. The City continues to apply for grants and advocate for State and Federal funds to offset costs associated with responding to the public health emergency.

Major General Fund Group Revenue Trends

Revenues in the General Fund Group are typically unrestricted in their use and predominantly derived from local taxes. In FY 21, similar to the previous years, taxes account for approximately 69 percent of General Fund Group revenues. In FY 21, Property Taxes, Sales Tax (including Measure A), Property Tax in Lieu of Vehicle License Fees (VLF) and Utility Users Taxes (UUT), alone account for 63 percent of General Fund Group revenue. Similar to other California cities, Long Beach General Fund Group revenue growth are constrained by the natural rate of year-over-year growth of these tax revenues. Prior to the Covid-19 pandemic, base revenue increase (not including unusual one-time gains or losses) experienced trouble even achieving inflation. In FY 21, the impact of the pandemic is significant and certain key revenue resources are anticipated to perform much lower than prior projections. With continued uncertainty regarding economic and revenue recovery, these projections will continue to be monitored and updated throughout FY

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20, as more data becomes available. The section below outlines additional details on various revenue streams.

- Property Taxes – The largest City revenue source by far in FY 21, total property tax is anticipated to generate \$133.7 million. Although positive growth in assessed valuations is projected to continue into FY 21, the pandemic impact to valuations in the outyears starting in FY 22 is currently unknown. If the predicted reduced value growth driven by sales declines and reduced new construction do materialize, the resulting revenue decrease will be reflected starting in FY 22. These assumptions also extend to Property Tax in Lieu of VLF. As a result of Proposition 13, the City's underlying assessed valuation growth was already constrained to two percent per year until a reassessment occurs due to a change of ownership or construction. Post-pandemic, it is also anticipated that the reduced CPI will result in inflation adjustments of less than the maximum 2 percent.
- Sales Tax – The City's second largest revenue, sales tax revenue (not including Measure A) is projected to generate \$66.7 million in FY 21, reflecting loss due to the impacts of the pandemic. While FY 21 is anticipating a 9 percent decline from pre-pandemic projections, outyears are projecting growth from the FY 20 losses and general recovery to FY 19 revenue levels by FY 22. Despite significant losses across various sales tax categories deeply impacted by the pandemic including restaurants and hotels, some revenue loss is mitigated by increases or continued steady performance in other categories including revenues from the countywide pool and sales from Long Beach buying companies established by the City Council to promote sales tax revenues.
- Measure A – The City's Transactions and Use (sales) Tax, known as Measure A, is projected to generate approximately \$62.7 million in FY 21, which will be deposited in the General Fund Group. This revenue stream has experienced significant declines due to the pandemic and current projections reflect an 8 percent decline from pre-pandemic projections. Similar to Sales Tax, it is projected that FY 21 will continue to experience losses from previous levels but are expected to experience general recovery to FY 19 revenue levels by FY 22.
- Transient Occupancy Tax (TOT) – The FY 21 General Fund Group budget for TOT, which is charged on hotel and motel room stays, is \$13.8 million. Long Beach TOT is an extremely volatile revenue source, heavily dependent on conventions and business meetings, and has been deeply impacted throughout FY 20 by significant reductions in occupancy due to travel and social distancing restrictions in response to the pandemic. The current projection reflects a 38 percent loss from pre-pandemic projections. This projection also includes anticipated revenues from collecting TOT from short-term rentals, which began in FY 19. TOT revenue has historically been incredibly volatile and has demonstrated slow recovery in past downturns and recessions, not returning to previous revenue levels for many years. Similarly, current projections, while anticipating some recovery beginning in FY 21, do not show a recovery back to current pre-pandemic levels for several years. TOT revenue will be closely monitored to determine the full impact of the pandemic. How long it will take for the revenue to recover is dependent on many factors still currently unknown.
- Users Utility Tax (UUT) – This is a five percent tax on usage of water, telephone, electric utilities and is projected to generate \$34.9 million in FY 21. Overall UUT in FY 21 is

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projected to decrease by 3 percent compared to the FY 20 budget. Telephone Users Tax revenues are anticipated to decline by 29 percent in FY 21 as part of the continued erosion in wired revenues due to limited numbers of new subscribers and a highly competitive price environment.

- **Ambulance Fees** – Emergency ambulance fee revenue (excluding First Responder Fees and Ground Emergency Medical Transport reimbursements) has been a relatively stable revenue source, but the growth rate is low or non-existent unless external factors occur such as rate increases to ensure full cost recovery. In FY 21, to align the City's rates to those charged by the County and improve cost recovery for these services, the department proposes to increase ALS and BLS transport rates from \$2,282 and \$1,523 to \$2,540 and \$1,695, respectively. The proposed changes are anticipated to result in an annual revenue increase of \$398,763. However, due to lower transports and reduced reimbursements, the revenue increase will be used to meet the current budget set in FY 20. As such, FY 21 will remain flat from the FY 20 budget at \$13.6 million.
- **Cannabis Related Revenues** –The FY 21 General Fund Group budget initially anticipated approximately \$7.8 million in revenues, which is a growth from what was previously budgeted in FY 20 at \$4 million. With the proposed 1 percent tax increase, estimated revenues for FY 21 is \$8.6 million. Other than the tax increase, the increase is due to higher than expected average sales at licensed cannabis businesses. In FY 20, revenues experienced a notable increase due to higher demand during the pandemic. Following the pandemic, there continues to be uncertainty surrounding the cannabis market, but FY 21 assumes that sales will stabilize at higher levels and a portion of the increased sales experienced in FY 20 will continue into the next year.
- **Oil Revenue** – Due to the pandemic, oil prices in FY 20 dropped to unprecedented levels and, at one point, were negative. The projection for the FY 21 budget assumes the price of oil to be \$35 per barrel, a decrease from \$55 per barrel assumed prior to the pandemic. In the outyears, oil prices are projected to increase to \$40, \$50, and \$55 for FY 22 through FY 24 respectively. Both price and production efforts impact the City's oil revenues, which in turn impacts what net revenues are available for transfer to the General Fund Group. Net oil revenues are also impacted by increased cost, primarily the cost of oil well abandonment and annual increases to oil-related expenditures. Table 5 below shows actual and anticipated annual revenues available for transfer to the General and Tideland Fund Groups based on the estimated barrel prices. In FY 20 and FY 21, due to the significant losses, the net transfers assume no funding that is typically set aside for oil well abandonment and partial set aside in FY 22.

Table 5: Revenues Based on Estimated Oil Barrel Prices

In millions of \$	FY 18 Actual	FY 19 Actual	FY 20 Est.	FY 21 Budget	FY 22 Proj.	FY 23 Proj.	FY 24 Proj.
Barrel Price Estimate	\$ 66.2	\$ 63.2	\$ 35.0	\$ 35.0	\$ 40.0	\$ 50.0	\$ 55.0
Uplands	\$ 11.1	\$ 10.6	\$ 7.5	\$ 4.7	\$ 4.4	\$ 5.0	\$ 5.3
Tidelands	\$ 17.0	\$ 15.4	\$ 12.3	\$ 9.5	\$ 9.3	\$ 15.8	\$ 21.0

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Major General Fund Group Expense Trends

On the expense side of the equation, pension and other benefit costs, wages, infrastructure, and technology maintenance are the main factors for increases.

- **Pension (CalPERS) Cost Increases** – Pension costs are one of the City's major costs. Pension costs also are trending to have the largest year to year dollar cost increase of any cost and can also be one of the largest expense drivers. The cost increase can vary sharply from year-to-year because of the way the State (CalPERS) determines the City's annual contribution. The cost increases are due to the ongoing efforts by CalPERS to improve the funding of the CalPERS pension plan to eventually reduce and end the City's unfunded pension liabilities. In FY 21, General Fund Group pension costs are anticipated to increase by approximately \$5.5 million from the prior year bringing the total General Fund Group budget for pensions to \$98.5 million (\$166.7 million All Fund Groups). The FY 21 rates include the contributions increase due to the impact of CalPERS decreasing the discount rate (investment earnings assumptions) to 7.00 percent. For FY 21, the City has discontinued pre-payment of the unfunded liability portion of the payment to CalPERS due to cash flow concerns. The FY 23 projection includes the first year of expected adverse impact of the pandemic on the economy and current investment earning. The impact is first seen in FY 23 due to an almost 3-year delay in the investment earnings impact on rates adjustments.
- **Other Benefit and General Liability costs** – Workers Compensation and other employee benefits have also been problem cost factors and, typically have costs exceeding inflation. This is not an issue unique to Long Beach. General liability costs for public settlements, claims and judgements spiked in FY 19 due to large litigation cases paid out in FY 19. General liability excess insurance coverage premiums have steadily increased year-over-year. Health care costs on the other hand, have had a very positive trend. In plan years 2017 to 2020, the City's health plan renewals have consistently been lower than healthcare inflation trend. 2017-2020 industry trend has averaged 6 to 7.8 percent for both PPO and HMO plans. The City's PPO medical plan, which is the largest plan, has had overall plan cost changes ranging from -3.3 to 1.5 percent during this same period. The City's favorable renewal trends are a result of the enriched wellness focused programs added through carrier partners, the City's rate restructure process, and additional savings gained through the annual negotiation process.
- **Measure M litigation Impact** – Measure M, approved by 54 percent of the voters in June 2018, allows the City to continue the historical transfer of Water, Sewer, and Gas fund groups that have supported City services for over 60 years. Litigation on the Measure M transfers brought in 2019 is challenging the constitutionality of the water and sewer transfer. The gas transfer is not impacted by the litigation and will continue. The gas transfer is about one-half the total transfers. On January 2, 2020, the Los Angeles Superior Court (Court) ruled in favor of the plaintiffs and against the City. The City is appealing the decision. Until a final judgment is made, the City has agreed to escrow \$3 million of the transfer in FY 20, \$6 million in FY 21, and all of the transfer beginning in FY 23. This is reflected in the projections. To be conservative, the Outlook assumes the litigation is lost and that the City must issue judgment bonds in FY 24 to repay the Water fund group for historical transfer amounts not escrowed and spent.

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OTHER FUNDS GROUPS

In addition to the General Fund Group, the City maintains 37 other major fund groups. Many are narrowly focused and restricted to specific business activities. This section discusses select fund groups with key Citywide issues.

Airport Fund Group

The Airport Fund Group tracks the financial status of Long Beach Airport and its comprehensive operations. Airport revenues are generated from Airline fees, parking operations, concession sales, long-term ground leases of Airport property, and other Airport business operations. The Federal Aviation Administration (FAA) also provides revenue to the Airport Fund Group through its Airport Improvement Program (AIP). The fund group also includes Passenger Facility Charges (PFC) and Customer Facility Charges (CFC) received from airlines and car rental agencies, respectively.

As a result of the COVID-19 pandemic, passenger activity decreased by more than 90 percent in the second half of FY 20. A recovery in passenger activity is currently expected for FY 21, but passenger activity is projected to remain lower than levels seen in recent years. The Airport estimates total passenger volume to be roughly 2.4 million for FY 21 – a decrease of more than 30 percent from recent, pre-COVID years as airlines fly significantly reduced schedules due to decreased demand. Lower activity directly impacts roughly two-thirds of the Airport's operating revenues, including PFC and CFC revenues. Revenues from aircraft landing, parking operations, concession sales and car rentals are expected to be much lower than seen in recent years until air traffic recovers.

JetBlue recently announced that it is ceasing all service to the Long Beach Airport, effective October 6, 2020. The outlook of the pandemic and its impacts on airlines and the industry is uncertain, which places the Airport at high risk of prolonged reductions in airline service. The Airport's efforts to support airline operations during the pandemic include providing airfield parking to store aircraft, rent deferral, deferred fee increases, and COVID-response measures preserve infrastructure critical to air service. These efforts will not only provide relief to airlines during the crisis but will help position the Airport as a more favorable Airport to be served by Airlines in the future.

As revenues are expected to continue to be significantly lower for FY 21 in light of an uncertain outlook for the travel industry, the Airport is focusing on preserving its liquidity and adjusting to a sustainable operation. The Airport continues to closely monitor its cashflow to ensure critical operations and essential projects are funded. The Airport is also cutting its operating budget by over \$3.4 million and reducing its budgeted capital expenditure by \$3.0 million for FY 21. Non-essential projects and maintenance work have been deferred or cancelled. Projects, in particular the Airport's major ongoing project, the Terminal Area Improvement Project (TAIP), continue to be closely monitored and will be phased as necessary to help ensure the Airport maintains the cash necessary for continuing operations. Airfield improvement projects that are primarily funded by federal grants have not been deferred as the required Airport contribution of matching funds is minimal (typically approximately 10 percent). These projects are critical to maintain the airfield

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infrastructure which is essential to maintaining the Airport's operating certificate from the Federal Aviation Administration.

In FY 20, the Airport was awarded \$18.4 million in CARES Act relief funds for the Airport's operating expenses and debt service payments. These relief funds, combined with the steps the Airport has taken to reduce expenditures, serve to improve the Airport's FY 20 operating results.

The actions taken by the Airport to reduce expenses, closely monitor projects and preserve cash are prudent to maintain financial stability during this crisis and will help ensure a long-term sustainable operation.

Community Development Grants Fund Group

The Community Development Grants Fund Group is used to account for funds received from the U.S. Departments of Housing and Urban Development (HUD), Labor and Education Departments, and others for economic and community development programs. The fund group also includes county, state and other support for programs including neighborhood improvement efforts that target low and moderate-income areas of the City, homeless services, affordable housing, workforce development strategies, business assistance efforts, and support for youth development.

Each year, the City actively pursues new funding opportunities to support various programs and services. State and federal grants comprise the majority of the revenue in this fund group. The balance of revenue is primarily from residential rehabilitation loan repayments, programmable funds carried over from previous years, and from leveraged co-investment between the Workforce Investment Board (WIB) and other partners. The two major resources in the fund group are HUD's Community Planning and Development formula programs (Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grants) which total \$9.6 million in FY 21, similar to prior year allocations, and Workforce Innovation and Opportunity Act (US DOL) funds, which are comprised of both formulaic allocations from the State as well as discretionary grants dedicated to special populations and/or initiatives. For FY 21, it is anticipated that these funds will increase to approximately \$5.25 million in Formula Funds, and an additional \$1.5 million in discretionary grants to help address COVID-19 related unemployment. Additional grants are likely to be made available by US DOL during FY 21 as part of a broad economic response package, as occurred during the last recession.

Gas Fund Group

The Gas Fund Group in the City of Long Beach's Energy Resources Department (ER) finances the provision of reliable and cost-competitive natural gas service to customers located in the cities of Long Beach, Signal Hill, and portions of neighboring jurisdictions while ensuring continued gas distribution pipeline infrastructure integrity. Ninety percent of the Gas Fund Group's revenues are received directly from gas ratepayers through metered gas sales. Natural gas commodity prices are primarily affected by national natural gas market fluctuations, the functionality of the SoCalGas intrastate gas pipeline system, and variations in weather conditions. Improved extraction technologies have recently resulted in an abundance of additional natural gas supplies nationwide, causing continued downward pressure on natural gas commodity prices. These price benefits are directly passed through to natural gas customers.

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To ensure the safe operation of the nation's natural gas pipeline system, federal regulators in the Department of Transportation's Pipeline and Hazardous Materials Safety Administration have significantly increased onsite audits and regulatory reporting requirements of natural gas utilities. The City is now required to prepare a Distribution Integrity Management Plan (DIMP) that delineates potential threats to the safe operation of the Long Beach natural gas pipeline system and describes the City's high priority focus on replacing natural gas pipelines installed between the years 1920 and 1950.

Over the past four years, the California Public Utilities Commission (CPUC) has authorized multiple increases to the rates charged by the Southern California Gas Company (SoCalGas) and San Diego Gas & Electric (SDG&E) to their ratepayers. Most recently, on January 1, 2020, the CPUC authorized a rate increase for SoCalGas which resulted in their residential natural gas transmission rates now being 32 percent higher than ER's current residential natural gas transmission rates.

The CPUC authorized the rate increases to provide SoCalGas and SDG&E the necessary revenues to fund replacement of their aging natural gas pipeline infrastructure, to fund pipeline integrity programs as required by federal and state regulations, and to facilitate compliance with federal and state environmental regulations. With similar regulatory, environmental, and operational requirements for its own natural gas pipeline infrastructure, ER's costs are impacted similarly to the other California natural gas utilities.

Through efficient cost management and prudent operational practices, ER has not increased its natural gas transmission rates since October 1, 2016. However due to continually increasing regulatory requirements and their associated costs, ER must now implement an increase to its natural gas transmission rates. The proposed natural gas transmission rate increase will result in an estimated increase to the average residential monthly bill of \$2.35, or an effective 10.4 percent overall increase for approximately 77 percent of ER's residential ratepayers. Even with this increase, Long Beach remains 7 percent below SoCalGas residential rates. Residential ratepayers that consume higher volumes of natural gas than the average residential ratepayer can expect to see higher increases than those shown above. ER will continue to reinvest ratepayer revenues into its natural gas pipeline system to safely maintain operations. The rates, if approved, would go into effect on October 1, 2020

Health Fund Group

The Health Fund Group was established to account for funds restricted for public health purposes only. The fund group accounts for revenues and expenditures associated with Federal, State and local grants, health permits, and other fees. With the influx of COVID-19 response grant dollars from various federal and State agencies, the Health Fund Group budget will increase to approximately \$87.9 million, and counting, with 34 percent of the funds used for direct COVID-19 response and recovery and resiliency efforts. Due to the modified budget process and limited timing as impacted by the pandemic, these changes will be reflected in the budget at the time of budget adoption. The remaining budget will be used to support programs focused on retention of existing services which promote health and wellness and provide protection from disease and injury. Since the City's declaration of a local emergency on March 10, 2020, the Health Department has reallocated and infused additional surge staffing of approximately 158 people across the Department to respond to the COVID-19 pandemic both within the Health Department, at the Emergency Operations Center (EOC) and the Joint Information Center (JIC). Health

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EXECUTIVE SUMMARY

Department staff have mobilized to lead and provide support for every facet of the City's emergency response including the Call center Infoline, testing, surveillance and site investigations, managing a 24-bed quarantine and isolation facility, temporary congregate homeless shelters, and a 133 room Project Room Key motel, near daily press briefing and liaising with the State, County and other public health agencies, among many other responsibilities to mitigate the threat of the virus and ensure the health and safety of Long Beach's residents.

The COVID-19 pandemic has adversely impacted and further strained City coffers in the attempt to try and respond to this public health emergency. Fortunately, federal relief by way of the Coronavirus Aid, Relief, and Economic Security (CARES) Act dollars will help ease some of the costs resulting from COVID-19. Federal funds awarded to the City include the Center for Disease Control's funding to enhance detection of COVID-19. The City will receive \$13.3 million of pass through funding from Centers for Disease Control (CDC) to the County to increase the City's capacity to provide testing, surveillance and contact tracing, purchase test kits, and conduct laboratory testing and services.

The Department of Housing and Urban Development (HUD) awarded funds to prevent, prepare for, and respond to the coronavirus among individuals and families experiencing homelessness. In the first round of funding, the City of Long Beach received \$1.8 million and in the second round, the City received \$13.5 million for a total of \$15.3 million. Funding from the first round was primarily used for the operations of the shelters erected for COVID-19 response and prevention, while the second round of funding will be used to respond to COVID-19, including funding the continuation of non-congregate sheltering, outreach, prevention, and rapid rehousing.

In July of 2019, Assembly Bill (AB) 101, was signed into law by Governor Gavin Newsom, authorizing funding for the Homeless Housing, Assistance and Prevention (HHAP) grant. HHAP is a \$650 million block grant program designed to provide direct assistance to cities, counties and Continuums of Care (CoC) in one-time funds to support regional coordination and expand or develop local capacity to address immediate homelessness challenges throughout the State. Total funding for the City of Long Beach was awarded in the amount of \$6.9 million. This funding will be used for on-going operations, but instead will fund infrastructure development related to the City's Navigation Center, prevention, outreach coordination, job programming, safe parking, rental assistance, rapid rehousing, strategic homeless planning, and administrative costs.

Although short term, one-time funding opportunities became available as a result of the pandemic, the pandemic and the redirection of efforts has made it difficult to provide non-COVID related grant funded services and to maximize grant reimbursement for non-COVID related activities. This may put at some risk future funding awards that are based on FY 20 performance. Additionally, the Health Fund Group's permits and fees revenue base is negatively impacted by pandemic related temporary businesses closures due to the Safer-at-Home orders. The reduction in grant and fee revenues will likely result in the need to access the Health Fund Group's fund balance (reserves) to offset lower revenues. Additionally, as a result of lower tax revenue across the County, it is anticipated that the City will see a significant decrease in the allocation of its FY 2020-2021 Measure H grant award to implement Homeless Initiative strategies. While the amount of the decrease is unknown, the Health Department will utilize the newly awarded grants to temporarily cover gaps in service.

While internal stressors such as growing capital and infrastructure needs, rising technology and benefit costs, and increased restrictions placed on grants put pressure on the fund's resilience,

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staff continues to work to identify strategies to address these ongoing challenges to ensure services levels are maintained.

Insurance Fund Group

The Insurance Fund Group is a Proprietary Internal Service fund and accounts for and finances all risk management-related and insurance activities citywide. The City adopted self-insurance programs and obtains excess insurance coverage in the open market. The fund is primarily supported through charges to City departments and funds based on overhead rates and allocation of risk management costs and reimbursements.

The Workers' Compensation program, as required by law, offers health and lost wage benefits to employees at no cost, if an employee is injured or becomes ill on the job. In FY 19, the fund had an operating loss of \$0.5 million and an overall net position of a negative \$112 million indicating a long-term underfunding of these costs. In recent years the annual underfunding has been reduced.

General Liability Insurance claims, settlements and judgment costs have risen in recent years and are expected to increase more in future years. As of the end of FY 19, actual settlements and judgments on liability cases paid out was \$24.8 million. In FY 20, liability cases are expected to be less. In FY 19, the fund had an operating loss of \$27 million and an overall net position of a negative \$42 million. Most of the losses have occurred over the last several years where the City lowered funding levels due to budget constraints while at the same time claims unexpectedly soared.

The status of these funds requires close monitoring. It is anticipated that the final costs will be \$34.1 million for Workers' Compensation and \$24 million for General Liability. Due to the modified budget process and limited timing as impacted by the pandemic, these changes and any updates will be reflected in the budget at the time of budget adoption. This represents 9 percent and 43 percent growth in costs from the previous year, respectively. These increases, particularly for General Liability, are necessary to improve the health of the fund, to regain some of the loss for claims paid out in recent years where insufficient moneys had been collected from departments to offset those claims, and to ensure that sufficient funds are set aside for future claims against the City. Approximately 66 percent and 58 percent of fund revenues for Workers' Compensation and General Liability, respectively, are derived from the General Fund Group.

Police and Fire Public Safety Oil Production Act Fund Group

On May 1, 2007, the voters approved the Police and Fire Public Safety Oil Production Tax (Proposition H), a special tax of 25 cents, with an annual CPI increase on every barrel of oil produced and restricted to fund police and fire services. Effective June 1, 2020, the tax increased to \$0.33/barrel oil produced. The estimate revenue is projected at \$3.3 million in FY 21, an increase of \$164,000 over FY 20 budget. However, because oil is a diminishing resource (meaning production normally declines year-over-year), Proposition H revenue is therefore expected to decline year over year starting in FY 22. Should projected revenue reductions materialize, expenditure reductions in Police and Fire services are expected in future years to match the revenue declines.

EXECUTIVE SUMMARY

Special Advertising and Promotions Fund Group

The Special Advertising and Promotion Fund Group (SAP) is a Special Revenue Fund dedicated to the specific purposes of “advertising, promotional and public relations projects calling attention to the City, its natural advantages, resources, enterprises, attractions, climate and facilities” according to the City’s municipal code. Transient Occupancy Tax, also known as the hotel bed tax and collected by Long Beach hotels and short-term rentals is the largest source of revenue for the fund. The current tax rate is 12 percent of the nightly room rent – half of which is paid to the General Fund Group and the other half to the SAP Fund Group. Other sources of revenue include studio filming permits, special events licenses, and permits and fees.

TOT revenue has been dramatically impacted by the pandemic. Severe TOT revenue losses are expected in FY 20 and into FY 21. Even if tourism, filming and special event permitting begin to rebound in FY 21, TOT revenues have historically had a slow recovery after a downturn. As a result, based on current projections, the SAP Fund Group is projecting to rapidly draw down on its funds available and reserves. This fund could have all its reserves depleted by FY 22 or FY 23. To begin to mitigate this rapid drain on funds available, FY 20 one-time projects are being evaluated to see if any projects could be defunded to generate savings. In FY 21, the budget is also proposing about \$860,000 in reductions, and will likely need to plan for further reductions in future years. Even with these solutions, the projection is showing a rapid decline in funds available and the City will need to very closely monitor the situation and maximize any opportunity to generate savings or preserve funding.

Tidelands Area Fund Group

Tidelands Area Fund Group is comprised of the Marina and Queen Mary funds. Sources of revenue for these funds are generated from various activities, specific to each fund. The Marina Fund revenue is generated through recreational and commercial use of marina property. Fees include dock/slip fees, restaurant, retail and grounds rental leases, concession fees, park use fees, and special events and filming. The Marina Fund revenues are pledged for the repayment of the Marina Revenue Bonds, Series 2015, which financed improvements to the Alamitos Bay Marina and prepaid existing Division of Boating and Waterways loans. The Alamitos Bay Marina was completed in April 2018.

The Queen Mary Fund revenue is generated through rent from the Queen Mary master lease, which includes Queen Mary base rent, sublease rent from Catalina Express and per passenger fee rent from Carnival. In recent years, these rental revenues were sufficient to offset debt service on bonds received and appropriated on-ship capital improvements, including upgrades to educational exhibits and renovations to the Fire-Life Safety systems ship-wide. In FY 20, Carnival Cruise revenues have been impacted by COVID-19 pandemic as they have suspended all operations and as a result, that revenue due in FY 21 is expected to not be enough to pay the full debt service on the Queen Mary 2017B bonds. The amount needed from other Tidelands sources in FY 21 is expected to be less than \$2.4 million. It is currently anticipated this will be a one-year problem, but that situation is being closely monitored.

Tidelands Operating Fund Group

Tidelands funds are customarily combined under the umbrella of Tidelands Operating Funds. To facilitate understanding and transparency of the status of the funds, the FY 18 Budget separated

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out the Tidelands Operating Fund from the other Tidelands Area Funds (Marina, Queen Mary and the Rainbow Harbor Area funds). In FY 20, the funds have been further refined with parking-related operations, previously in the Rainbow Harbor Fund, being grouped under the Tidelands Operating Fund Group. The Tidelands Operating Fund Group, which primarily funds operations along the beaches and waterways, is heavily dependent on base oil revenue and an annual transfer from the Harbor Revenue Fund to support Tidelands Operations, including lifeguards, waterfront maintenance, the Convention Center, and Aquarium debt payments.

To fund operations, the FY 21 Proposed Budget includes a projected \$18.8 million transfer from the Harbor Revenue Fund and a projected \$9.4 million transfer from the Tidelands Oil Revenue Fund Group, based on \$35 per barrel. Due to low oil prices, the proposed oil transfer has dropped 30 percent from the FY 20 Adopted budget level of \$12.3 million. The fund contributes to the Aquarium, Rainbow Harbor (Queensway Bay), and Pike Parking Garage debt and also receives revenues from profits of, or makes up revenue losses of, the Convention Center. Due to the significant revenue declines in the Tidelands area as a result of the COVID-19 pandemic, revenues anticipated to fund these various debt service obligations will not be realized. As a result, in FY 21, the Tidelands Operating Fund Group is expected to make debt service payments of up to \$2.2 million for Aquarium bonds (Aquarium closed or lower visitation level due to outside exhibits only), a \$600,000 loss in the Tideland's normal share of Convention Center profits and an additional \$5 million to support the net revenue loss for the Convention Center operations (because the Convention Center has been closed). In FY 21, it is also currently expected that the Tidelands Operating Fund Group will pay up to \$2.4 million for the Queen Mary 2017B bonds (due to Carnival Cruise not operating for a good part of 2020 – payments for FY 21 debt service are based on prior year passenger fees) and \$2.5 million or potentially more in support of the Convention Center to offset projected net operating losses from an FY 21 reopening because it is expected to take a good part of FY 21 to be at full convention bookings.

To help support operations in the Tidelands Operating Fund Group, the Proposed FY 21 budget does not include the normal set-aside of \$5.9 million for a reserve to grow the set-aside for future oil well abandonment. This temporary lack of funding for oil well abandonment is projected to be made up in future years and will detract from net revenues at that time.

Uplands Oil Fund Group

The Uplands Oil Fund Group accounts for oil revenue outside the Tidelands area and accounts for all costs and revenues for the City's proprietary oil interests, including accumulating reserves for the City's portion of oil well abandonment and site clearance liabilities. Revenues are derived from participation in oil operations and oil production overhead fees received by the City as Unit Operator for the Tidelands Oil operations. Presently over half of the revenue in this fund is from overhead fees and less than half is from oil sales. As stated in an earlier section on Oil Revenue, the FY 21 Budget includes a projected price of oil of \$35 per barrel, and \$4.7 million of structural funding (transferred from the Uplands Oil Fund Group to the General Fund Group). To offset the reduced transfer to the General Fund Group in the lower price environment, there is no set-aside assumed to fund oil well abandonment until FY 22 when prices are projected at \$40 per barrel. Oil well abandonment is a necessary obligation of the operation and any funds not set aside in FY 20 and FY 21 will need to be made up in later years.

EXECUTIVE SUMMARY

FINANCIAL POLICIES

The City of Long Beach has 28 Budgetary and Financial Policies that help guide and inform strong financial management in the City. These policies can be found in Attachment T “Fiscal Policies”

Understanding the City's Budget

Budget Document

The Budget document is divided into eight sections: Understanding the Budget, City Ballot Measures, Innovation and Efficiency, Budget Summaries, Department Budgets, Fund Summaries, the Capital Improvement Program, and Appendices.

Understanding the Budget

This section provides information on the budget document, the budget process, and the fundamentals of the City's financial management. It also provides information on demographic and other information on the City's government, educational sector, economy and other information to provide a context for the City's service environment and priorities.

City Ballot Measures

In 2016, the City passed Ballot Measures including Measure A Transactions and Use Tax, Measure MA Medical Marijuana Tax, and Measure B Budget Stabilization "Rainy Day" Fund. Additionally, in 2018 the City passed Ballot Measure M Utility Revenue Transfer Charter Amendment. This section describes each of these ballot initiatives and their status in the budget.

Innovation and Efficiency

This section details the City's continuous focus on becoming efficient and innovative. Initiatives are outlined within several categories such as economic development, technology, public safety, homelessness, infrastructure, mobility and livability, community improvement, city services, finance, sustainability and organizational changes.

Budget Summaries

Several summaries of department and fund budgets are provided, with multi-year comparisons of expenditures and revenue. Also included is a three-year schedule of Full-Time Equivalent (FTE) staffing for each department, positions added during base budget, skill pays and benefits by department and the City's Top 40 General Fund revenue sources.

Department Budgets

Each Department Budget chapter includes an organizational chart, overview of the core services and areas of focus of the upcoming fiscal year, key measures, FY 20 accomplishments, revenues, expenses and FTEs by fund, and an overview of adopted changes by fund.

Fund Group Summaries

The Budget includes spending from 38 different "fund groups" that are required to be reported by State or federal law, the City Charter, and/or proper accounting practice. A fund consists of a separate set of accounts used to monitor the accomplishment of specified purposes, or uses, of restricted revenue. Depending on the type of service provided, department expenditures may be authorized from a number of funds groups. Most traditional City services are funded through the General Fund.

The Capital Improvement Program

The Capital Improvement Program (CIP) represents expenditures for major construction and infrastructure projects or for repair of City facilities and buildings. During the year, the Public Works Department solicits, and the City Manager approves, projects to be funded and administered in the next fiscal year. The CIP, as presented in this section of the budget book, is adopted annually by the City Council as part of the budget process. A separate CIP document, the Adopted FY 21 CIP provides greater detail about ongoing and Adopted CIP projects.

Appendices

The Appendices include the Budgetary and Financial Policies, Long Beach Community Investment Company Budget, a Glossary of most commonly used terms in the book, and an Index to assist in locating specific sections.

Budget Document

FINANCIAL INFORMATION

Adjustments to the Budget

During a fiscal year, special circumstances may result in changes to department spending priorities. At the beginning of each fiscal year, appropriations are made at the fund group and department level and are authorized by City Council's adoption of an Appropriations Ordinance. Budget adjustments that require a modification to the amounts authorized by the Appropriations Ordinance require the approval of the City Council in accordance with the City Council's Financial Policy on Mid-Cycle Adjustments. During the Fiscal Year, transfers between programs or "characters of expense," not affecting any fund groups or a department's total appropriation, only require City Manager approval.

Basis of Accounting*

The governmental funds are prepared on a current financial resources measurement focus and modified accrual basis of accounting. Revenue is recorded when it is measurable, available and earned. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due. Proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and an expense is recorded when a liability is incurred, regardless of the timing of related cash flows.

**This information is taken from the Comprehensive Annual Financial Report (CAFR) of the City of Long Beach, California – September 30, 2019. For further information regarding the City's accounting and debt management practices, please consult the CAFR.*

(Accounting) Basis of the Budget

The (accounting) basis for the budget document is designed so that the reported "bottom line" of a fund in the budget generally reflects how much remaining money City Council has available to spend in a future budget cycle. The bottom line or change in funds available is generally the difference between all sources (revenues) of a fund and all uses (expenses) of a fund. The basis of budget is similar to, but is not the same as, looking at transactions on a cash basis. Revenues are recognized when received or when they are earned and due within two months. Expenditures are recognized when the liability for the expense occurs, whether or not the cash has been immediately paid out. Generally, non-cash transactions that are recognized on an accounting basis and reported in the City's financial reports as revenues and expenses are NOT shown as revenue and expenses in the budget. A typical example for an accounting revenue that is not a budgetary revenue is unrealized gains and losses on investments. A typical example of an accounting expense that is not a budgetary expense is depreciation. An example of a budgetary expense that is not an accounting expense is the part of debt service costs that pays down the principal part of debt.

Investment Management

This function's primary goal is safeguarding principal and ensuring liquidity levels necessary to pay for budgeted expenses while optimizing return on investment. The City maintains general bank accounts for daily business requirements, but the majority of the City's funds are held in an investment pool administered by the City Treasurer. As of September 30, 2019, the Treasurer's investment pool was approximately \$1.66 billion divided into short-term, intermediate-term, and long-term portfolios. To measure performance, the City uses three benchmarks: the 91-Day Treasury Bill benchmark for the short-term component, the one-year constant maturity Treasury for the intermediate component, and the Merrill Lynch 1-3 year Treasury/Agency Index for long-term component. The long-term component is managed by Chandler Asset Management.

Budget Development Process

The Fiscal Year 2021 (FY 21) Budget covers the period of October 1, 2020 through September 30, 2021. The City's multi-dimensional Budget Process, which is designed to promote transparent communication with community stakeholders and provide multiple opportunities for direct community input.

The annual Budget is the most important policy document the City produces. The program and financial decisions it embodies must reflect the will of the community through the policy direction of the City Council. This can only be achieved through a development process that encourages communication and transparency, seeking input from a diverse cross-section of the community, while offering opportunities for review and revision. The following describes the general budget preparation process.

The City Manager, through the Financial Management Department, provides clear budget development instructions to departments. The City Manager then reviews and makes a presentation on the City's financial status, including projections for the coming years. The projections inform the Manager's goals for the development of the Proposed Budget.

By April, departments complete their budget proposals, including updated revenue and expenditure recommendations. The proposals are guided by the goals and direction identified by the City Manager. In June, the City Manager assembles department proposals into a coherent Proposed Budget that reflects the economic environment, fiscal condition, and the City's needs.

Then, the City Manager submits the Proposed Budget to the Mayor. The City Charter, as modified on May 1, 2007, requires that the City Manager submit the Proposed Budget to the Mayor "not later than ninety (90) days prior to the beginning of each fiscal year," or July 3.

A series of events designed to encourage active public dialogue regarding the Budget is initiated in March, culminating in the Budget's adoption by the City Council in September. Activities include Special Meetings of the City Council, Budget Oversight Committee meetings, City Council budget hearings, and requested neighborhood, board, committee, and commission briefings.

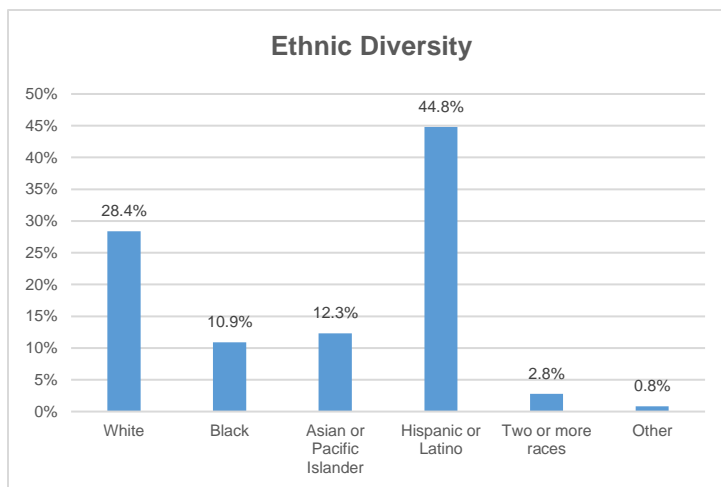
The City Charter requires that the Mayor transmit the Proposed Budget to the City Council "not later than sixty (60) days prior to the beginning of the fiscal year," or August 2. The City Council must adopt the budget "not later than fifteen (15) days prior to the end of the current fiscal year," or September 15, at which time the Mayor will have an additional five (5) days to review the Adopted Budget. The Mayor may concur or exercise a line-item veto of any expenditure. The City Council has until the end of the fiscal year to concur with the Mayor's changes or override any veto.

FY 21 BUDGET PREPARATION CALENDAR	
Dec	City Manager issues budget preparation policies and instructions to departments
Jan – Mar	Review of City's financial status and three-year projection presented; Manager describes goals for Proposed Budget
April	Departments complete their budget recommendations
May – June	City Manager develops, reviews, and finalizes Proposed Budget structure.
Jul 3*	City Manager submits proposed budget and CIP budget to Mayor
July - Sept	Special Meetings of the City Council on the budget are initiated; including the Budget Oversight Committee
Aug 2*	Mayor submits proposed budget and recommendations to City Council and community
Aug	Weekly budget hearings are held; Recommendations are submitted to the City Council by the BOC
Sept 15*	Deadline for City Council to adopt the Budget Mayor has five days to concur with adopted budget or exercise line-item veto of any expenditure
Sept 30*	Budget Adopted
*On or before	

City of Long Beach Demographics

GOVERNMENT

The City of Long Beach, California covers approximately 52 square miles on the southern coast of Los Angeles County. Long Beach has a population of approximately 462,645 residents (from the American Community Survey), making the City the second largest city in Los Angeles County and the seventh largest city in the State. The City celebrates its vibrant diversity. According to the American Community Survey, the City has the following ethnic breakdown: 44.8 percent Hispanic or Latino, 28.4 percent White, 12.3 percent Asian or Pacific Islander, 10.9 percent Black, and 3.6 percent all other ethnicities.



Long Beach was originally incorporated in 1888. After a short period of disincorporation, the City was reincorporated on December 3, 1897. Since 1921, Long Beach has been governed as a charter city, and operates under a Council-Manager form of government.

Nine members who represent electoral geographic districts compose the City Council. The Mayor is chosen in a citywide election to serve as the full-time chief legislative officer of the City. Although the Mayor does not vote, the Mayor presides over City Council meetings, presents the annual budget to the City Council and has veto power over City Council actions, including line-item veto authority over the budget. The City Council elects a Vice Mayor from among its members.

The City has three other full-time elected officials: City Attorney, City Auditor and City Prosecutor. In addition to these elected positions, three semi-autonomous commission-led departments exist: the Civil Service Commission, Board of Water Commissioners and Board of Harbor Commissioners oversee operations of their respective departments while all other City departments report directly to the City Manager. Other advisory boards and commissions compose the city government. The Mayor nominates, and the City Council confirms the Mayoral nominations.

The City Council appoints the City Clerk and City Manager. The City Manager serves at the discretion of the City Council. As head of the municipal government, the City Manager is responsible for the efficient administration of all departments, with the exception of the elective offices, City Clerk, and the three semi-autonomous commission-led departments. The City currently budgets for approximately 5,608 full time equivalent staff within 23 departments.

In addition to the usual municipal services of police, fire, parks and recreation, public works, and library, the City of Long Beach owns and operates a container cargo port, offshore and onshore oil production, a local health department, a gas utility, a water utility, a convention and entertainment center, aquarium, museum, two historic ranchos, a commercial airport, marinas and golf courses. In 2019, two critical City projects were completed: Construction and opening of the Civic Center that will house the new City Hall, the Port of Long Beach Headquarters, and the Billie Jean King Main Library; and Phase 1 financial portion of the City's new municipal finance and HR system called Long Beach City Operations and Strategic Technologies, or LB COAST. The implementation of LB COAST Phase II which will include HR/Payroll and Budget, is in progress.

City of Long Beach Demographics

EDUCATION

The Long Beach Unified School District is the third largest public school system in California, serving over 70,000 pre-kindergarten through high school students. The District's 85 schools are located in Long Beach, Signal Hill, Lakewood and on Catalina Island. Additionally, Long Beach also offers a City College, educating approximately 25,500 students. The college offers a full range of degree and transfer programs for students who want to earn degrees in dozens of fields. Long Beach City College also has over 70 Career and Technical Certificate programs which prepare students for entry into a broad range of careers.

California State University, Long Beach (CSULB) is the State University system's third largest campus. With over 37,000 graduate and undergraduate students enrolled in the 2019-2020 school year, CSULB offers 82 baccalaureate degrees, 67 master's degree programs, four doctoral degrees, and a host of certificate programs stretching across disciplines.

BUSINESS AND INDUSTRY

The City of Long Beach is a center for aerospace, petroleum, shipping and tourism, along with a wide variety of office and retail opportunities. Downtown alone is home to approximately 4.3 million square feet of commercial office space.

Currently, the largest employer within the City is the Long Beach Unified School District, which operates 85 regular, one continuation and two charter schools. The District's workforce ensures the success of students by maintaining high standards, a commitment to excellence and by offering a comprehensive scholastic program.



The Port of Long Beach Middle Harbor Terminal.

The City of Long Beach is the second largest employer. The City of Long Beach operates many award-winning facilities and services. The city has been recognized as having one of the Top 18 Best Park Systems in the U.S., 27th Most Bike Friendly City in America, and one of the 10 most walkable cities in the United States. The City was also recognized as a Top 10 Digital City for the ninth year in a row and the City's Fleet was awarded the 6th best Government Fleet operation in the country.

The third largest employer is the Long Beach Memorial Center. With over 100 years in the community, Long Beach Memorial is recognized as a regional leader in medical and surgery services, including being named as one of the top 100 U.S. hospitals by numerous medical and consumer publications. Exhibit 1, on the next page, provides a list of the top 10 employers in Long Beach as of FY 19.

Oil production, private and municipally-owned, continues to be an important business in Long Beach with both offshore and onshore facilities. Approximately 8.5 million barrels of oil are produced annually from facilities in Long Beach. The Long Beach Unit Optimized Water-Flood Injection Process, authorized by State legislation, has improved oil recovery and lengthened field life in the Wilmington Oil Field. Continued application of new technology is expected to further increase oil recovery.

The Port of Long Beach is one of the world's premier seaports and the second-busiest container port in the nation. In 2019, the Port handled 7.7 million twenty-foot equivalent units (TEUs) of container cargo. Top international trading partners include China, Vietnam, South Korea, Japan, Hong Kong, Taiwan, Saudi Arabia, Panama and Indonesia. In addition to container cargoes such as furniture, machinery,

City of Long Beach Demographics

electronics, auto parts, plastics, apparel, toys, waste paper, seeds, grains, fruit and animal feed, the Port handles bulk cargo such as crude oil and other petroleum products, mineral ores and ash, automobiles, lumber, chemicals and scrap metal. The Port of Long Beach is currently completing a decade-long, \$4 billion capital improvement program to increase efficiency by upgrading terminals, waterways, bridges, rail lines and other vital infrastructure. Major projects nearing completion include the Gerald Desmond Bridge replacement and the Middle Harbor Terminal Redevelopment which is a model for green cargo operations. In the years ahead, the Port plans \$1 billion in projects to improve rail operations to enhance both cargo flow and air quality. More than 50,000 jobs in Long Beach are connected to the Port, and these modernization projects ensure that the Port -- a leading economic engine for this region the state and the nation -- will remain competitive for years to come.

Exhibit 1: Top 10 Employers in Long Beach

Rank	Employer
1	Long Beach Unified School District
2	City of Long Beach
3	Long Beach Memorial Medical Center
4	California State University, Long Beach (CSULB)
5	Veteran Affairs Medical Center
6	Long Beach City College
7	Molina Healthcare, Inc.
8	St. Mary Medical Center
9	CSULB Research Foundation
10	The Boeing Company
Source: Department of Financial Management, Business License Bureau, <i>Comprehensive Annual Financial Report (CAFR) FY 19</i>	

Tourism continues to be a growing industry in Long Beach, and the City attracts approximately 6 million visitors a year. A vital part of that industry is the Long Beach Convention and Entertainment Center. The Center offers more than 400,000 square feet of meeting and exhibit space, including a 224,000 square-foot exhibit hall, 34 newly redesigned meeting rooms, a fully customizable, 13,500-seat arena and two theaters in the elegant Long Beach Performing Arts Center.

The world-class Long Beach Aquarium of the Pacific, on Rainbow Harbor, is located across the water from the Convention Center, Shoreline Village and the historic Queen Mary. The Aquarium is the fourth most-attended aquarium in the nation and it is home to over 12,000 marine animals and more than 100 exhibits. Each year more than 1.7 million people visit the Aquarium for its world-class animal exhibits, hands-on activities and lectures by leading scientists. In FY 19, the Aquarium completed the Pacific Visions wing, the first major expansion to the facility since its opening. The expansion includes a state-of-the-art interactive theater, a larger changing exhibit gallery with live animals and an art gallery. With the Pacific Visions expansion complete, the Aquarium will have the capacity to serve 2 million visitors annually.

Long Beach has drawn from the strength and adaptability of the local economy to endure the challenges of, and to benefit from, the opportunities in our global world economy. The blend of local, national, and international businesses continues to keep Long Beach thriving. During 2018, the unemployment rate in Long Beach reached its lowest level, 4.1 percent, since 1990. As the City's business community grows, the need for housing also grows. To accommodate this growth, thousands of new residential projects have been approved for construction. During 2019, the City issued 12,675 building permits with total construction valuation of \$656 million.

City of Long Beach Demographics

The City of Long Beach supports large and small industries through a holistic approach to economic development. All employees, regardless of their position descriptions, are, at their core, economic development ambassadors and are expected to provide excellent customer service. This provides the foundation for a strong, welcoming, and well-run city. In addition, the City supports targeted programs that impact businesses. These programs include workforce development services provided by Pacific Gateway, a City-operated non-profit organization; business improvement districts; streamlined permitting, inspection, and licensing services; low costs business license tax structure; and direct financial assistance through several loan and rebate programs.



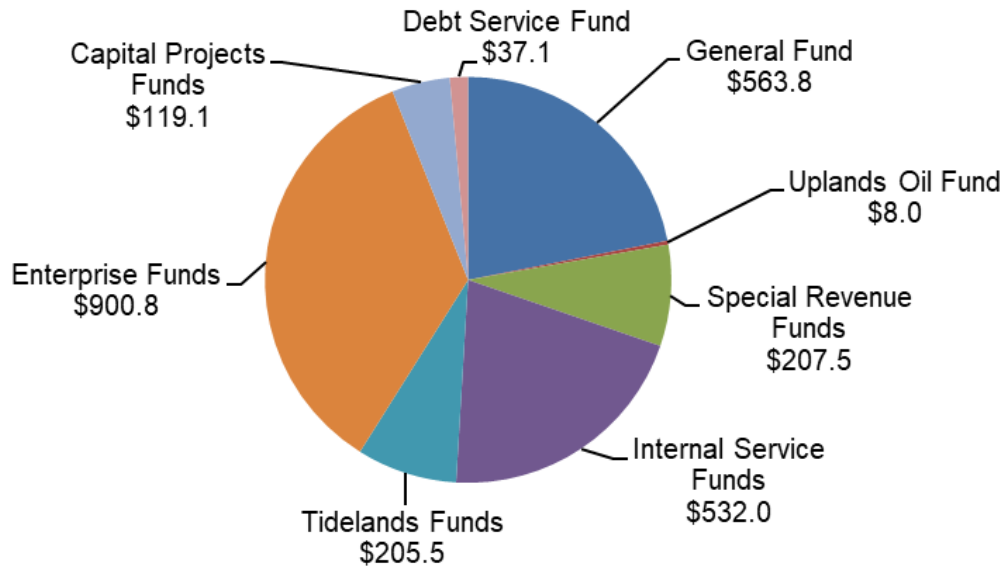
*Aerial view of the Long Beach Civic Center in
Downtown Long Beach.*

Fund Charts

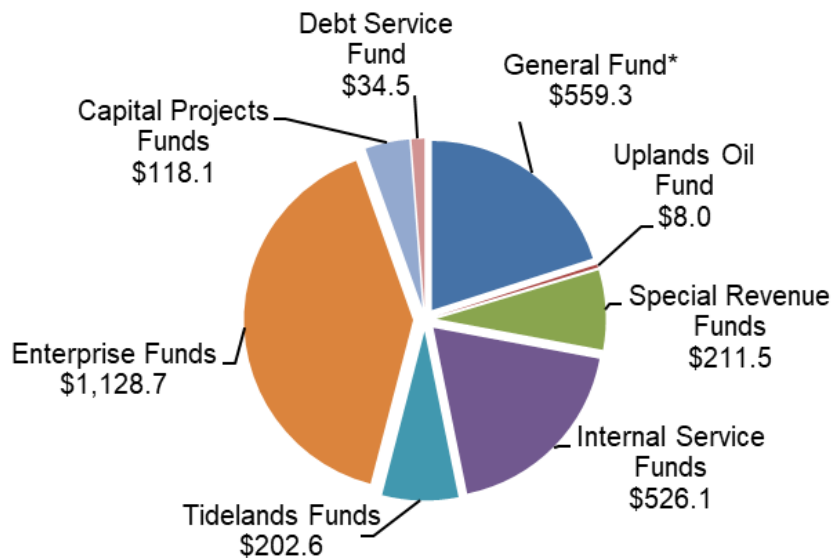


Fund Charts

FY 21 Adopted Revenues All Funds (in millions) (Total = \$2.6 billion)



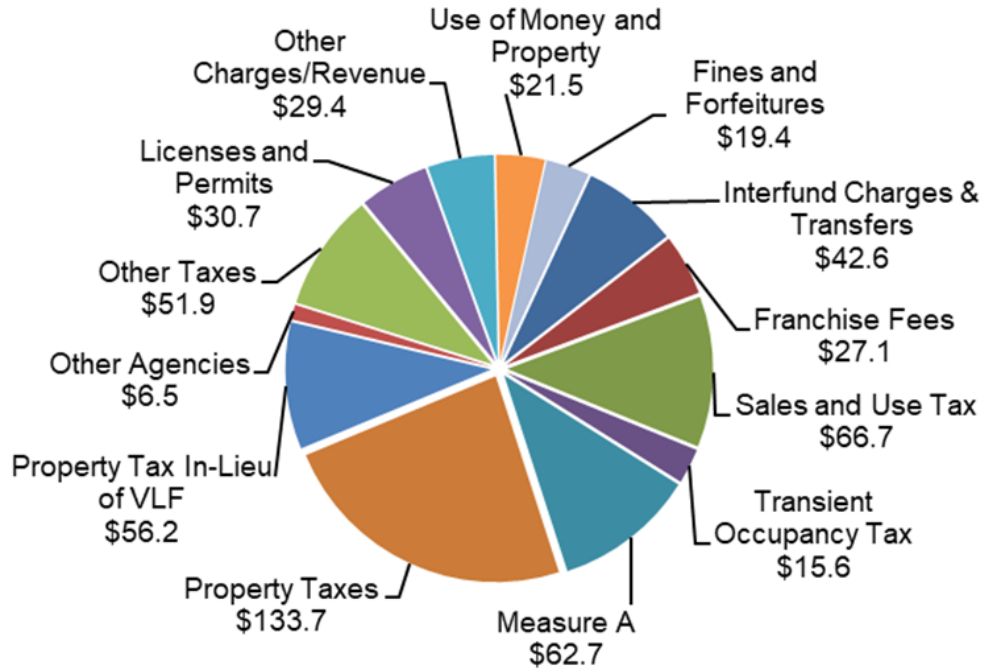
FY 21 Adopted Expenditures All Funds (in millions) (Total = \$2.8 billion)



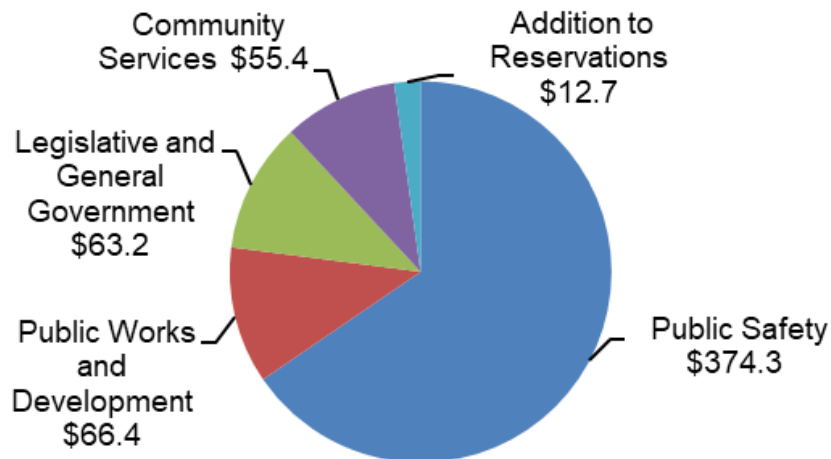
*FY 21 total General Fund Uses includes a reservation of \$12,704,780 for Measure A planned uses, required set-aside for Measure M litigation, funding for negotiated raises that were not included in the actual budgeted line items due to timing, and estimated reservations required for the Measure B Stabilization Fund.

Fund Charts

FY 21 Adopted Resources General Fund (in millions) (Total = \$563.8 million)



FY 21 Adopted Uses General Fund (in millions) by Category of Service (Total = \$572.0 million)



Innovation & Efficiency

INTRODUCTION

The City of Long Beach strives to provide its residents with a safe, healthy environment, well-maintained streets, buildings, and parks, a robust local economy, and opportunities for the fulfillment of personal needs. However, our ability to provide these things is constrained by our revenues. This means we must do everything we can to find new, more efficient means for delivering services. To that end, City staff, under the leadership of the Mayor and City Council, has an impressive number of initiatives underway. While these initiatives may not generate actual cost savings, they are a part of a greater strategy of future cost avoidance, improved customer service, and/or increased sustainability.

In 2020, the City's response to the Coronavirus pandemic required "innovation and efficiency" in every aspect of its operations and services. In addition to implementing measures to minimize health threats to residents and the City's workforce, the City quickly transitioned to a digital service model wherever possible. This included basic service types, such as permitting/licensing, payment/deferrals, and reporting, but also extended to services not previously considered readily adaptable to technology, such as recreation services and community meetings. Furthermore, essential services such as public safety, refuse collection, and business inspections required purposeful adaptation for City staff to continue to provide them safely and effectively. It is likely that many of these changes will become the "new normal" when the pandemic is over.

ECONOMIC DEVELOPMENT

BizCare

In November 2020, Economic Development launched the Long Beach BizCare Program to support small businesses from across the city which have been impacted by the COVID-19 pandemic. BizCare mobile pop-ups are available to all Long Beach small businesses and are focused on businesses in communities that have been most impacted by the pandemic. The pop-ups provide business owners or their representatives with free one-on-one, in-person support to complete grant applications and learn about other business and community resources, such as loans and free technical assistance. Multilingual translation services are available on-site at each of the pop-ups. This program also provides job training experience to youth enrolled in the Pacific Gateway Workforce Innovation Network's work experience program.

ZoomGrants

In September 2020, Economic Development implemented ZoomGrants, a comprehensive online application portal. ZoomGrants streamlined receiving, reviewing, and approving small business and non-profit grant applications. This new process also utilized electronic signatures for the first time making it easier for City staff and grant recipients to quickly review, approve, and process grant applications. The use of ZoomGrants also strengthened City staff ability to track grant activity in real-time, such as applications received by geographic area, number of applications received versus applications approved, and more. All these improvements helped improve customer experience, accountability, oversight, and the equitable distribution of grants.

Data Science Fellowship

In July 2020, Economic Development launched the Data Science Fellowship. This innovative program creates an opportunity for college-level students to get hands on experience in data collection, data processing, and data reporting in a fast-paced, dynamic environment. Economic Development's Data Science Fellow has developed multiple dashboards and reporting systems that track business license activity, provide comprehensive reporting for the City's small business grant programs that help staff derive insights that inform program delivery, and manage the Economic Insights Dashboard.

Small Business Transition & Technology Grants

In 2020, the City launched its first working capital and technology acquisition grants to directly assist small businesses survive and adjust to the business restrictions related to COVID-19. Utilizing its new online application platform ZoomGrants, the Small Business Transition and Technology (SBTT) Program provided grants to support small businesses operating in Long Beach with an emphasis on those most impacted by COVID-19. Approximately \$3,300,000 was made available to local small businesses through this program. SBTT provided working capital grants up to \$5,000 and technology grants up to \$2,000.

Inclusive Business Centers

In 2020, the City partnered with three community-based organizations to operate Inclusive Business Centers that connect small business owners to important business resources and training opportunities. This is part of Economic Development's inclusive entrepreneurship strategy focuses on connecting underserved entrepreneurs to resources that will help them sustain and scale their businesses by working through trusted community partners

4Biz Hotline

In March 2020, Economic Development Department created the (562) 570-4BIZ Hotline to connect businesses and workers to business resources and information during regular business hours from Monday to Friday. This was the first time the City operated a one-stop business phone line, email address, and voicemail option specifically for business owners and workers to ask and answer questions about small business grants, loans, unemployment insurance benefits, information on Health Orders and other City policies. To date, over 3,800 individual calls and over 500 emails at 4BIZ@longbeach.gov have been answered. This creative partnership – funded in part by the CARES Act grant – also provides job training experience for Youth Ambassadors enrolled in the Pacific Gateway Workforce Innovation Network's work experience training program.

Long Beach Tech Accelerator

In 2020, the Economic Development Department partnered with the new non-profit [Long Beach Tech Accelerator](#) to launch its first technology business accelerator program that will provide a comprehensive set of training and advisory services to accelerate the growth of innovative companies. Located in the World Trade Center, and supported by a unique partners, including California State University Long Beach (CSULB), City of Long Beach Economic Development, and a number of local private sector business leaders who serve on its Board of Director, the City has helped to create opportunity for low-to-moderate income, diverse entrepreneurs to participate in the Long Beach Tech Accelerator's first cohort through a grant from the Community Development Block Grant (CDBG) program.

Long Beach Center for Economic Inclusion Partnership

In 2020, as part of recommendation from the “Everyone In Economic Inclusion Implementation Plan”, the City Council approved \$125,000 to kick-start a new non-profit community development corporation called the [Long Beach Center for Economic Inclusion](#) (LBCEI). The mission of LBCEI is to advance priorities focused on inclusive entrepreneurship, financial literacy, and more. Almost immediately, LBCEI played an instrumental role in advancing COVID-19 rapid response efforts that connected underserved entrepreneurs to important small business resources and information, such as grants, low-interest loans, bid opportunities, and technical assistance. The community development corporation continues to work with the Economic Development Department to deliver services through several CARES Act grant programs.

Long Beach Economic Partnership

In 2020, as part of the Blueprint for Economic Development, the City Council approved a \$100,000 grant to help to kick-start a new non-profit economic development corporation named the [Long Beach Economic Partnership](#) (LBEP). The LBEP is an action-oriented organization that will sustain, grow business and expand citywide economic opportunities with a global vision that is locally focused through meaningful partnerships. In 2020, LBEP launched in partnership with Wells Fargo Bank, Union Bank, Omniworks, and the City of Long Beach, a financial literacy training and one-on-one business training to small businesses in the underserved areas of Long Beach. To date, about 130 businesses have received a small grant and technical assistance, including access to various COVID-19 related financial recovery resources. To increase awareness about the City of Long Beach as a destination for private sector investment, the LBEP also took-over the delivery of the Quarterly Economic Forums in partnership with the University and the City.

Financial Literacy Partnerships

The City in partnership with Wells Fargo Bank and Long Beach Economic Partnership is providing financial literacy training and one-on-one business training to small businesses in the underserved areas of Long Beach. To date, about 130 businesses have received technical assistance including access to various COVID-19 related financial recovery resources.

Small Business Restart Grant Program

The City of Long Beach Small Business Restart Grant was designed to provide emergency relief to help small businesses that were impacted by property damages related to the civil unrest that occurred on May 31, 2020. Qualified applicants received up to \$10,000 in grant funding for replacing lost inventory, repairs, and insurance deductibles. Over \$300,000 in grant funding was issued

Project Labor Agreement (PLA) Administration Innovation

As the new administrators for the City’s PLA, Pacific Gateway had to create all new PLA forms to use on assigned projects. To assure for a seamless transition from the consulting firm to in-house, Pacific Gateway staff obtained access to the same data platform as Financial Management for worker data and project reports. Prior to the Covid-19 Pandemic, Pacific Gateway took steps to outreach the new PLA administration to the community by meeting with local resources to develop new partnerships and strengthen existing ones. We met with agencies such as Metro, Long Beach Job Corps, LBCC, and LBUSD. Additionally, PG met with the LA/OC Building Trades Council pre-apprenticeship readiness program (MC3)

representative to discuss on how to connect and prepare local residents for the MC3 existing programs in the area. Just as important to communicate to the community and local resources, Pacific Gateway recognized how equally important it is to bring awareness within the Workplace as well. Pacific Gateway started DRAFTS to roll out a Cohort for a Construction Career Pathway for residents within the center. Then the Pandemic struck, and Pacific Gateway took the Construction Career Pathway plan virtually, by hosting quarterly Construction Career Pathway Webinars to the community and industry partners, as well as, attending virtual Neighborhood Association Meetings. Meanwhile, Pacific Gateway was able to select a third-party Jobs Coordinator through an RFP process and utilize the firm on an active project.

Aerospace Council

In February of 2019, several Pacific Gateway and City of Long Beach Economic Development staff completed a week-long training in the Next Generation Sector Partnership Model which is founded on convening and growing industry-led, community supported partnerships that both strengthen regional economies and connect people to good jobs. One of the outcomes from the training was looking at whether an aerospace, aviation and connected manufacturing partnership would be both feasible and of interest to our related employers in Long Beach. Long Beach has historically been a hub of aviation and aerospace manufacturing going back to the early part of the 20th century and exploding during the 1940's with the arrival of Douglas Aircraft. More recently, there has been a boom in the number of private space and satellite launch companies moving and growing within our city limits driven here by the need for top talent and to be close to major suppliers.

Rapid Response

Since the beginning of the COVID-19 pandemic, the Economic Development Department Rapid Response team has answered 95 filed WARN's (Worker Adjustment and Retraining Notifications) for impacted workers and employers within Long Beach and Signal Hill. On top of these in-area notices our team was selected to provide regional support to both The Boeing Company and Weber Metals whom have facilities in and out of our immediate service territory, but requested that we take the lead on easing the transition of their impacted workers.

Under an award near \$900,000 from the State of California 25-percent Additional Assistance Grant, the team was able to create and launch a targeted assistance program for aerospace and aviation impacted workers that had been employed at Boeing, Weber Metals, Neill Aircraft and Gulfstream Aerospace. With a target of serving 125 by March 31, 2021, we are exceeding trend lines as our team has fully enrolled and are now serving nearly 90 customers through our "Flight Crew" wrap around service delivery model that includes staff from both our adult facing centers and our business engagement team.

Notable efforts were made to create inroads and fast track employment channels with more than a dozen local, regional and even national aerospace and defense companies to source directly from our new pool of exceptionally talented customers. The participating employer partners include the Long Beach based Virgin Orbit, NuSpace, Rocket Lab, Spin Launch and Relativity Space. The regionally and national based partners include Northrop Grumman, Raytheon Technologies, Lockheed Martin and SpaceX.

The team is currently working closely with Gulfstream Aerospace's corporate offices in Georgia to insure a rapid and successful transition of their nearly 650 impacted workers, who are facing uncertain futures due the phased closing of Gulfstream's Long Beach facilities. Staff is also

again working with Weber Metals, who just announced an additional downsizing effort that has taken their nearly 800 employee count from one year ago to now less than 300.

PPE Distribution

In July of this year, Economic Development Department staff met with the Small Business Development Center to discuss whether we could assist in the distribution of more than \$750,000 dollars of personal protective equipment (PPE) that had been acquired from California Governor's Office of Emergency Services, which is a California cabinet-level agency responsible for overseeing and coordinating emergency preparedness, response, recovery and homeland security activities within the state. Staff designed and implemented a model that took the boxed PPE that included face masks, face shields, and hand sanitizer and created a team of youth workers led by the owner of a Long Beach business that had to be shuttered due to COVID-19 restrictions. Together, they created a manufacturing line where over 8,000 individual PPE kits were provided to over 1,000 Long beach businesses to be used in the protection of their employees, customers and ultimately the community at large.

PACE

In January 2020, the PACE (People Advancing to City Employment) job pilot program was launched to assist high-need residents who are experiencing homelessness with employment. Pacific Gateway was awarded \$300,000 from the City of Long Beach's Health and Human Services Department to help move residents through a sequence of activities that build their job skills, support their personal development, and equip them for entry-level work within the City or private sector. The pilot will serve 30 residents, and many will participate in the Office of Sustainability's Willow Springs Park Wetlands Restoration Project, which consists of: (1) the opportunity to work 300 hours and earn \$15/hour, (2) transportation provided daily from the Long Beach Multi-Service Center to the worksite, (3) lunch provided at the end of each shift, (4) support from an onsite job coach, and (5) job search and placement into unsubsidized employment.

Youth Ambassador Program

In June of 2020, Pacific Gateway partnered with other City departments to provide work experience to at-risk youth, age 17-24, including those who are out of school, homeless, low income, basic skill deficient, foster, and high school dropout. Sixty-three (63) individuals were trained as a Youth Ambassador and deployed to assist with City efforts in the fight against COVID19. Some examples of their involvement are:

- Assisting at COVID Test Centers
- Educating the public on COVID safety at City parks and public spaces
- Conducting contact tracing
- Assisting at the Call Center
- Operating pop-up tents
- Assisting at PPE distribution centers

Since the implementation of the program, the City has spent over \$332,000 in youth wages.

Strengthening Working Families Initiative (SWFI)

To support working families, the U.S. Department of Labor awarded Pacific Gateway \$4 million for the H-1B Strengthening Working Families Initiative (SWFI). The purpose of the grant is to address training barriers for low-to middle-skilled parents by prioritizing the needs of this targeted population; addressing childcare needs for parents seeking education and training; increasing access to childcare resources; and bridging the gap between workforce development and childcare systems. Parents are provided with the opportunity to advance their careers in specific high-growth or in-demand industries: Healthcare, Financial Services, Educational Services, or IT/Logistics. This grant gives working parents a career pathway to secure higher wage jobs by addressing significant barriers to participating in or completing training, finding affordable and quality childcare, and access to supportive services. Pacific Gateway has served over 260 eligible families and is expected to serve over 400 by June 30, 2020.

Work Long Beach

The Pacific Gateway Workforce Partnership, Inc. (Pacific Gateway) received funding from the CARES (Coronavirus Aid Relief and Economic Security) Act to provide free in-home childcare services to families impacted by the pandemic. Families can receive up to 40 hours of free childcare services seven days a week, 24 hours a day, based on a family's care needs, including support for children with disabilities and special needs. Pacific Gateway has partnered with Skills4Care to provide approximately 90 families with quality childcare from the comfort of their home.

Agiloft Lease Management Program

The Economic Development Department's Real Estate Development Bureau unveiled the Agiloft Lease Management Program in FY 20-21. Agiloft is a contract management program that streamlines asset management of Department's new and existing contracts and leases. This program provides an efficient way to manage leases and contracts by providing a one-stop database that contains detailed lease/contract information, rent management, storage for all supporting documentation, task assignment and history. Agiloft enables Real Estate Development Officer to not only monitor the leases with ease, but can also assign lease-specific tasks to each project manager/portfolio manager. The program also sends out customized reminders to ensure that no task is unattended and that all deadlines and milestones for the lease are met.

Enhanced Infrastructure Financing District (EIFD)

In 2020, the Economic Development Department initiated the preliminary steps to create and implement Enhanced Infrastructure Financing Districts (EIFD's) in areas that have not seen the level of investment that other areas of the City have experienced. EIFD's are a financing tool used to fund public infrastructure projects to meet housing and sustainability goals. Like former redevelopment areas, EIFD's are financed through tax increment generated from the growth of property taxes. EIFD's help further development and growth through public infrastructure improvements that act as a catalyst for change and revitalization.

City Property Commercial Tenant Relief

On March 24, 2020, the City issued Ordinance No. 20-0010 temporarily prohibiting evictions and allowing tenants to defer any rents due between March 4, 2020 and May 31, 2020 to November 30, 2020, provided they notify the Landlord and provide supporting

documentation. On May 26, 2020, an extension to the moratorium was approved extending the rent deferment period for 60 days, to July 31, 2020, and the repayment period to July 31, 2021. The additional 60-day deferment did not apply to multi-national companies, publicly traded companies, companies with 500 or more employees, all tenancies managed by the Long Beach Airport and Harbor Department and those tenants located in the Tidelands area. On July 29, 2020, the Ordinance was further extended to September 30, 2020 and made retroactively applicable to the Tidelands Area. The City moratorium still did/does not apply to multi-national companies, publicly traded companies, companies with 500 or more employees, and all tenancies managed by the Long Beach Airport and Harbor Department.

On September 1, 2020, the Los Angeles County Board of Supervisors expanded the County's own temporary eviction moratorium to incorporated Cities within the County, which includes the City of Long Beach. This action made the County's temporary eviction moratorium immediately applicable to commercial tenants/landlords in the City along with the City's moratorium through September 30, 2020. At that time, the City Ordinance was superseded and no longer effective, but the County ordinance provided similar protections to commercial tenants. The County Ordinance was subsequently amended to push the expiration date out to November 20, 2020 and most recently January 31, 2020. Under the County moratorium, tenants can apply for protection under the County's temporary eviction moratorium to defer rent owed. Rent deferred is due and payable twelve (12) months from the end of the County's moratorium for commercial tenants with nine (9) or fewer employees and six (6) months after the end of the County's moratorium for employers with 10 to 100 employees, payable in equal monthly installments. Commercial tenants with more than one hundred (100) employees are not eligible for deferment.

Shaun Lumachi Innovation Center

Significant progress was made on the construction of the Shaun Lumachi Innovation Center at 309 Pine Avenue in 2020. The partnership agreement originally approved by the City Council in December 2017, will create a new downtown learning and working center for business owners and entrepreneurs. The lease agreement formalizes a partnership between the City, Long Beach City College, and BlankSpaces to revitalize 309 Pine Avenue into a shared working environment and entrepreneurial innovation center. The Innovation Center is anticipated to be fully operational in January 2021 as part of the post-COVID-19 economic recovery strategy for entrepreneurs and early stage startup businesses.

Office of Civic Innovation

The City launched the Office of Civic Innovation (OCI) in FY 19. With funding from departments and foundations, OCI serves as in-house consultants to City departments and together co-create innovative and effective approaches that address the most pressing issues. OCI deploys a six-pronged approach to problems. The following is a summary of OCI's accomplishments over the past year:

- Provided data science and design support to develop the COVID-19 Data Dashboard.
- Developed the Homeless Services System Map that visually represents interactions with individuals experiencing homelessness across jails, government agencies, nonprofit providers, and hospitals.
- Launched the Development Services Mapping Tool online highlighting over 75 major development projects

- Co-sponsored Wonder Women Tech with over 250 participants to highlight, celebrate and educate women and the underrepresented in STEAM industries (Science, Technology, Engineering, Arts, and Math).
- Worked with the Police and Fire Recruitment to research the City, LBUSD, LBCC, and CSULB in how we can do a better job aligning resources, curriculum, and recruitment to target future public safety professionals.

TECHNOLOGY

Technology Strategic Plan

Beginning in 2015, the City began to prioritize technology as a fundamental capability to enable civic engagement, stimulate growth, create jobs, improve neighborhoods, and improve City services. Several citywide technology programs were launched, including an Enterprise Resource Planning Systems, a new Civic Center, and a High-Tech Infrastructure Master Plan. These citywide technology programs were ambitious, complex, and highly impactful to the future of the City and drive and influence the Technology and Innovation Department's (TID) strategy, plans and priorities today.

Over the past year, TID continued this multi-year effort to evaluate and improve the core technology infrastructure to ensure the City has a strong foundation to support current and anticipated service demands. Technology programs included initiatives to modernize outdated equipment, to establish citywide fiber connectivity, and to improve technology services to support the on-going development of a high-tech government, business, and community environment, and to improve civic engagement and access to government services.

Each year, TID updates its progress and strategic plans during the annual budgeting process and throughout the year, TID updates its strategic plans through memos and updates to City Council and through updates to the Technology and Innovation Commission. In the coming year, TID plans to update its long-term strategic plan in an effort called TID25.

Updating the City's Technology Infrastructure

In December 2017, TID presented to City Council an overview of the critical technology infrastructure needs which aimed to address foundational infrastructure that is end-of-life and incapable of supporting the new Civic Center and the City's business needs, including improved cyber security protections and resiliency. The Critical Technology Infrastructure Program successfully delivered a new infrastructure foundation supporting the new City Hall and new Main Library, and enhanced services across 150 City locations. The infrastructure includes a new data center, enhanced network communications, wireless infrastructure, audio video, and security systems that enable the City to provide better services to staff, residents, and businesses.

Key initiatives in FY 21 and beyond include:

- Expanding the telecommunications infrastructure to support key projects including LB COAST Phase II, Enterprise Document Management, Customer Relationship Management, network cameras, Body Worn Cameras, Public Wi-Fi systems, and new collaboration devices and services such as Zoom, WebEx, MS Teams. All of these projects are dependent on a highly reliable, fast and pervasive network foundation across the city.

- Continuing to stabilize and optimize the new technology environment in the new City Hall Data Center. This new data center is delivering the core IT infrastructure, including modern servers, storage, printing, backups, building management, public safety systems, databases, and cyber security systems that deliver technology services to the City's departments, businesses and residents.

Enterprise Resource Planning System (LB COAST)

Phase I Munis, the City's new Enterprise Resource Planning (ERP) system that will integrate the Financial, Human Resources, and Payroll systems, went live on April 15, 2019 with the Financials Phase I. Phase II will deliver new Human Resources, Payroll and Budgeting capabilities and is currently being developed and planned for go-live in late-2021 to early-2022.

The implementation project, known as LB COAST, has been a cross-departmental effort, comprised of three dozen staffers dedicated to replacing the City's antiquated Financial Management and Human Resources systems with the new, and much-needed Munis system. Migrating our critical Financial and HR/Payroll systems away from the City's mainframe computer and 1970's technology represents a multi-generational leap that will benefit every department, and will bring a wealth of citywide improvements, including major advances in efficiency, transparency, and controls. It will also significantly improve information for decisions by management and elected officials.

Citywide Fiber Network

As part of the Critical Technology Infrastructure Program, TID is working with Public Works, Economic Development, Water, and Energy Resources Departments on a plan to implement a citywide fiber network to interconnect City buildings and to establish a citywide fiber backbone that will enable the City to continue to grow (e.g., more bandwidth, future buildings), to be resilient (e.g., redundant paths, cyber protections, adapt to climate change), and to improve access for private Internet and Cellular Service Providers to reach unserved and underserved areas. This fiber network will provide savings on current and future communication costs and will create a foundation to support digital inclusion services and applications. Further, this program positions the City to pursue public-private partnerships to close the "digital divide" for those living and working in Long Beach.

Smart City Initiative

In 2019, under the direction of the City Manager, TID launched the Long Beach Smart City Initiative. This Initiative will provide Long Beach with a program to evaluate emerging technologies and deploy them in a rapid manner to best meet City objectives and improve the quality of life for our residents.

TID is developing a Smart City Strategic Plan document in consultation with community members, the local tech community, City staff from over 15 Departments, universities, and the Technology & Innovation Commission. TID launched a public-facing website in Spring 2020 and surveyed residents to better understand the best way to balance the efficiency gained from smart technology with concerns about data privacy and technology access. The survey was distributed in English, Spanish, Tagalog and Khmer languages to reach as many residents as possible. From November 2019 to July 2020, City staff equitably engaged the Long Beach community to understand their excitement and hesitation about smart city projects. TID led

over 10 community conversations specifically with community groups that had the most to gain or lose from emerging technology.

The Initiative will provide the City with a coordinated approach to exploring smart technologies, as well as standards and policies to ensure emerging technologies protect residents' privacy, don't adversely impact underserved communities, and advance our digital inclusion goals. TID expects to complete the Smart City Strategy, in addition to Data Privacy Guidelines, by early 2021.

COVID-19 Digital Dashboard

In 2020, the City used data to inform the City's response and recovery activities for COVID-19 by developing a digital dashboard to display both internal and external data sources such as State and County COVID data, city workforce data, social media sentiment data and Apple mobility data. The dashboard is powered by TID's emerging Automation-First strategy which emphasizes automating the processes needed to acquire, cleanse and post data.

Zencity

In 2020, the City began leveraging Zencity – a software that aggregates social and local news media discourse and provides our leadership with data-informed insights on our residents' needs. We have over 50 active Zencity users, including the City Manager, who uses Zencity data to analyze and adapt to emerging community needs.

Open Data

TID continues to lead the City's Open Data Program which aims to promote a culture of data-informed decision making and promote data sharing. In 2020, we convened a quarterly Data Committee meeting focused on upskilling City staff to use data analysis and business intelligence tools in their day to day work. The City also participates in the Bloomberg Foundation's What Works Cities program and receives free access to GovEx Performance Labs training courses with topics ranging from advanced GIS mapping to beginner data analysis principles. Over the past 12 months, we have had approximately 30 staff enroll and complete training courses.

In 2020, TID partnered with the Results for America Open Cities Team to enhance the City's capacity for data sharing on homelessness issues. The City and Results for America completed a number of interviews with City staff, service providers, people experiencing homelessness, residents, and other stakeholders working on issues related to homelessness to better understand their data needs. As a final step, the City plans to design and launch a new open data dashboard to illustrate our homelessness county data, improving the accessibility of this data and increasing reach.

The same techniques used to power the City's COVID-19 dashboard have been tapped to bolster the City's open data offerings. Staff from multiple departments are working with TID to incorporate new open datasets that embrace TID's Automation-First strategy; the net effect is that the City will soon begin to release self-updating datasets for public use.

Tools to Facilitate Remote Working, Meetings and Community Engagement

During the COVID-19 crisis, TID organized a Technology Response Plan that tracks the overall development of remote technologies, conferencing and voice technologies, productivity

technologies, digital services (e.g. electronic forms and workflows), facility needs, crisis management and internal departmental needs. Some of the accomplishments include:

- Developed a Work from Home Toolkit and educational materials to communicate about the new remote working tools to make sure that staff could continue to be productive while working remotely.
- Deployed collaboration technologies to enable staff to stay connected whether on-site or teleworking. Microsoft Teams, WebEx and Skype are being used internally, and Zoom is being used externally to facilitate public meetings.
- Developed a Digital Community Engagement toolkit to continue engaging the community while in-person interactions are not safe. The toolkit includes recommendations on the types of technology to be used to facilitate remote meetings and receive community input.
- Deployed laptops, webcams, headsets, MiFi's, and monitors to ensure staff had the technology necessary to provide City services while working remotely.

LBTv

In 2020, LBTv successfully implemented LIVEU, a technology that allows LBTv to broadcast live from anywhere in the City using cellular data to transmit LBTv's video and audio signal back to LBTv's master control. This is a major step forward and was helpful during this past year due to the significant increase in the number of press conferences and the ability for staff to work remotely.

LBTv also integrated the SWITCH video distribution device that allows LBTv to send and receive video transmissions from major news affiliates across the nation. For example, the Mayor and other City officials are now able to conduct one-on-one live camera interviews with major news affiliates. The City is also able to feed video to major news organizations during live events such as the opening of the new Gerald Desmond bridge.

Digital Transformation

Completed Phase 1 of the Enterprise Document Management System (EDMS) project aimed at digitizing manual and/or paper-based processes. Two departments, City Clerk and Long Beach Energy Resources, released newly-created processes to their respective communities. In addition to digital workflows created as part of the EDMS project, TID has utilized existing investments in technology to introduce electronic forms and workflows in support of COVID-19 related activities. Staff from TID worked with numerous partner departments to quickly develop digital experiences to enable the City's operations to continue as City facilities closed to the public.

Online Self-Service Portal

To increase the overall customer experience, the City is finalizing the implementation of an online self-service portal for the licensing and permitting process. With the use of an online self-service portal, businesses and residents can access a single interface to apply for and obtain permits and licenses, submit or view publicly available service requests, and pay application and permit fees through their browser at home or on the go. Information can be easily accessible to both members of the public and internal staff in real time, reducing the

amount of staff time to process requests for information and reducing the overall time to issue licenses and permits.

Go Long Beach Replacement/Customer Relationship Management System

Working with partners in the City Manager's Office, Parks, Recreation and Marine, and Public Works, TID released a fully revamped version of Go Long Beach. The new app provides the same capabilities that customers have grown accustomed to, along with new functionality such as custom translation capabilities in adherence to the City's language access policy and a robust and growing knowledge base that answers frequently asked questions about City services. The new app features numerous back-end enhancements, such as drastically improved reporting and integration capabilities with other systems. Future plans for Go Long Beach include new topics, more transparency via integration with the City's open data portal, and other fixes/enhancements to meet constituent and staff demand. The new Go Long Beach also introduced a full-fledged Customer Relationship Management (CRM) platform that will be leveraged for improved communication with the public.

Website Modernization

Most City departments and services have been migrated into the City's modern design and Content Management System (CMS). In FY 20, Long Beach Airport's website was upgraded and went live in December 2019 and features a fresh design and a host of features aimed at maximizing passenger experiences. The Redistricting and Special Events & Filming websites were also migrated onto the City's current design and CMS in FY 20 and FY 21 respectively.

Phone System Upgrade – One Number

Over the past few years, TID has been upgrading the City's telephone system, which includes a modern call manager, unified messaging, voicemail, contact center, and over 8,000 handsets at over 100 city buildings. The new telephone system improved the performance and reliability of the phone services, the new system streamlined public safety access to caller locations when emergency calls were placed from City facilities, and this year during COVID-19, the new system enabled soft phones, so staff could place/receive office phone calls from laptops and cell phones, and enabled voicemails to be managed from their email accounts.

Leveraging the new telephone system, TID is working to build a new citywide "one number" system. The number will be 562-570-5000 and will feature a voice recognition system and menus to quickly route calls to multiple non-emergency city phone lines without having to know the direct numbers to all the city phone lines. Existing city phone lines and call trees for departments, call centers, and individuals will not be changed by this new "one number" system. During this past summer, TID worked to collect the data regarding call volumes, caller languages, and common phrases, keywords or utterances that will help to direct calls in the future. This project is anticipated to be completed in FY 21.

Project Management Software

In 2018, the City awarded a contract for new project management software to be used by the Public Works, Long Beach Airport, Water, and Energy Resources Departments to manage City Capital Improvement Projects (CIP). This system works in tandem with the new LB COAST Financial System to help manage and track the City's projects from project inception, to design, construction and then through project close out. The use of the software by various departments will allow for easier communication/coordination of construction-affected areas of

the City and with the implementation of the City's dig once policy. The first phase of software development and rollout was completed in October 2019, the integration with The second phase, which includes geographic information system (GIS) mapping and other refinements, is still in development and planned for completion in the summer of 2021.

Access Control System Upgrade and Integration

In 2019, TID launched a project to upgrade the City's outdated access control system that manages employee and visitor access at 50+ city buildings, multiple parking lots, and the City's fuel management systems. The new access control system was necessary for the operations of the new Civic Center buildings and to improve physical security performance, reliability and supportability.

In FY21 and beyond, additional enhancements are being considered including stronger integration of Access Control Systems with other security systems, upgrades of outdated badge control systems at older city buildings, upgrade/standardize badge card technology, and expansion of access control systems to new city facilities under construction, including new Housing, new Fire and Police locations, new parking lots, and new Energy Resources Department facilities.

Network Cameras

In October 2017, TID launched a two-year effort to modernize the City's network camera systems. This initiative was a partnership between TID, the Long Beach Police Department (LBPD), and the Public Works (PW) Department. TID has upgraded camera components at Rainbow Harbor, Convention Center, Pine Avenue Entertainment District, Promenade, Vets Park, Orizaba Park, Craftsman Park, Seaside Park, Houghton Park, Magnolia Industrial Group, Long Beach Blvd, City Hall, Property Building, as well as completed significant upgrades to the camera system back end servers, storage, and system software to improve performance, reliability, and security. TID has also added cameras at several priority intersections and several city facilities and parking structures, including Washington Middle School, Police North Division, Long Beach Public Libraries, Public Safety Building, City Place Parking Lots, Aquarium Parking Lot, the new City Hall, and the new Civic Center Plaza. This network camera modernization project enhanced the City's network camera technology foundation while providing LBPD improved performance, reliability, and usability.

Over the next year, TID will continue to complete network camera integration work such as upgrading the Genetec camera monitoring software, enhancing archival storage for public safety, integrating the security systems for the Civic Center, Energy Resources Department, and Airport. TID will also continue to work with departments to enhance the network camera system by installing and/or upgrading cameras at the new Housing Development Building, new Lincoln Park, new parking garage, Main Health, Fleet Services, and the Public Safety Building.

Theft Detection Security System

In FY 20, the Disaster Preparedness and Emergency Communications Department and the Long Beach Police Department partnered with 3SI Security System to implement a state-of-the-art technology that offers GPS tracking of stolen goods. When items with embedded 3SI devices are stolen, a signal is sent to a cloud-based system that communicates its location to dispatchers in the 9-1-1 center. Dispatchers then alert the police of the location of the stolen items. 3SI works with retailers, banks, pharmacies, and local law enforcement agencies to

impact felony level crimes. The 3SI system is funded by the private sector users, making it free to the City for use in the 9-1-1 Center.

Public Safety Radio and Radio Dispatch System Upgrade

In 2018, the City completed a two-year process to replace the aging public safety radio dispatch infrastructure leading to improved radio dispatch sound quality, new public safety communications functionality, greater interoperability with Los Angeles County agencies, and improved technology support. In FY 19, the City launched a project to replace the outdated portable and mobile radios used in day-to-day and emergency response communications. The public safety radio dispatch infrastructure is continuing its process on replacing aging equipment. In FY20, the Long Beach Police Department was able to replace all portable radios used in day-to-day and emergency response communications. The next step in FY 21 will be to replace all the aging radios in the vehicles and to improve the security of the communication to better protect the personal identifiable information of the citizens of Long Beach along with continually working on interoperability with agencies across the Southern California Region.

CopLogic

The Police Department implemented CopLogic, an on-line crime reporting system in early 2017. This system allows the public to file police reports online in the following categories: Lost Property, Theft or Attempt theft, vandalism, hit and run and annoying or harassing phone calls. Since its implementation, the Department has seen a consistent increase in the number of reports being filed online. FY20 had a significant increase of 72 percent compared to FY19 of police reports filed online. FY21 continues to increase and is expected to exceed FY20 numbers.

Development Services Online

The Development Services Department, which normally handles tens of thousands of visitors and callers annually to its Permit Center, this year, modified its operations in nimble response to the COVID-19 pandemic. The Department accomplished this through strategic extensions of entitlement deadlines, electronic submittal, and hearing processes as well as Municipal Code amendments to aide in economic recovery efforts.

These various modifications involved, for example, the transfer of the plan review process to an all-online paperless system, the use of fillable permit forms and numerous updates to Department webpages. Also, preparations were made for upgrades to the Department's Infor, Q-Matic and Kubra (online payment) automation systems. In addition, a convenient online housing dashboard was created to better track and share progress in meeting the City's housing needs and obligations. The City also worked with wireless telecommunication providers and Long Beach neighborhoods to thoughtfully permit to roll-out of 5G telecommunications technology in the City.

PUBLIC SAFETY

Early Intervention Program (EIP)

In January 2020, the Police Department started the process of implementing an Early Intervention Program (EIP). The EIP reflects the department's commitment to provide mentorship to officers and will also allow the department to identify officers exhibiting patterns of behavior related to certain key point indicators. This will be a key risk management tool for

the Department and a step toward increased public trust. The Department was preparing to begin the implementation and training related to this initiative when all in-person training was halted due to the COVID-19 pandemic. The training and implementation plan was scaled down to accommodate the necessary health restrictions and was implemented in two patrol divisions in October 2020. The training and implementation will continue with a plan to have full, department-wide implementation in 2021.

Office of Constitutional Policing

In July 2020, the Office of Constitutional Policing (OCP) was created to rethink traditional policing in a manner that will help implement equity, justice, and constitutional public safety to our entire community. To meet these goals, the office is responsible for:

- Ensuring the Department is up to date with best practices in policing, legal mandates, and community expectations
- Guiding the expansion of data analytics for accountability and transparency
- Engaging with key stakeholders and other city departments for inclusivity and equity
- Liaising with the City's Office of Equity

Use of Force Policy Revision

In January 2020, a comprehensive Use of Force Policy revision came into effect that emphasizes the reverence for life and treating all persons with respect, and that:

- Mandates prioritizing the reverence for life
- Requires the duty to intervene
- Application of de-escalation training techniques in both verbal and physical tactics
- Applies force based on proportionality
- Mandates medical aid assistance

Research Project - Opioid Related Overdose and Death

In 2020, the Police Department with grant funding from the National Institute of Justice (NIJ), initiated a research project with Cal State University Long Beach titled, *using social network and spatial analysis to understand and address Fentanyl distribution networks in America's largest port City*. Through this collaborative effort, LBPD will share information with CSULB to develop a technologically sophisticated data analysis system. The goal will be to use the data to engage in intelligence and smart policing strategies to disrupt fentanyl and other opioid distribution networks and reduce opioid overdoses and deaths.

SB1421 Team

In August 2020, the Police Department created the SB1421 Team to comply with legal mandates. Five staff members were reassigned from their current positions to provide support with response to requests, searching, reviewing, extracting, and redacting body worn camera footage, police audio files, and document files. The new SB1421 staff joined three full-time Clerk/Typists in the Public Records Act (PRA) Compliance Division. In addition to SB 1421 requests, the PRA Division has received 2,006 public records requests this year, which is a 25 percent increase for the same period the year before. The Police Department is currently in the process of recruitment for the Public Records Compliance Administrator. A final decision is pending.

Integrated Medical Response

In October 2020, the Police Department introduced a coordinated team effort with the Fire Department and emergency dispatch to safely detain, and provide medical aid to, individuals exhibiting behavior that may be the result of drug substance disorder, mental illness, anger, or a combination of factors.

Shared Access to Manual and Training Policies

In 2020, as legislation mandates, the Police Department publicly shared posted its Manual, Orders, and In-Service Training information on its website for anyone to read. To ensure accountability and transparency, the Department continues to upload updated policies and training manuals as current ones are amended to safely provide officers with the training and resources needed to interact with our community. In the same fashion, the Department continues to share operations and training materials through our monthly newsletter, social media, and news releases to educate our community, increase communication, and enhance community trust.

Mobile Assessment Team

In April 2020, during the early stages of the COVID-19 pandemic, the Fire Department (FD) implemented a newly created Mobile Assessment Team (MAT), specifically assigned to transport individuals with confirmed positive results or positive screenings of COVID-19, in an effort to limit the spread of COVID-19 to other patients, hospital staff and first responders. The Department, in collaboration with the County of Los Angeles Department of Health Services, developed this first of its kind program within the County. The MAT was staffed 12 hours a day, seven days a week, and consisted of two paramedics and one ambulance, responded from central locations within the city to facilitate a rapid response. The team also provided patient assessments, treatment and transportation to local area hospitals as needed, in accordance with Los Angeles County emergency medical services protocols. The MAT represented a proactive effort to manage the spread of COVID-19 in the community. The creation of this unit enhanced the City's capabilities and provided an additional resource during the pandemic.

Fire Department Diversity

The Fire Department continues to implement recommendations and best practices for recruiting highly qualified and diverse firefighter candidates. Building on the success from the first year of the program, the Department continued to implement long- and short-term solutions to improve diversity in its hiring of firefighters. One of the long-term solutions is the Department's collaboration with the Long Beach Unified School District. Jordan High School's Fire Science Pathway Program began in fall 2019 with 35 students enrolled in the Fire Science course. The implementation of the first course was very successful and generated interest among students. Accordingly, a second course, Emergency Medical Response, was added to the curriculum in fall 2020, with an additional 30 students enrolled. Additionally, in December 2019, the Department hosted its inaugural Girls' Fire Camp, a one-day event in which 40 young women ages 14-18 years, primarily from LBUSD high schools, were provided information on careers in the fire service. Participants used firefighting equipment, participated in hands-on exercises, had discussions with female firefighters.

Unmanned Aerial System Program

In 2020, the Fire Department trained seven (7) additional staff, bringing the total number of departmental staff qualified in drone piloting to 12, in accordance with Federal Aviation Administration standards. The Unmanned Aerial System, or “drone,” program uses cutting edge video technology to rapidly deploy a drone to the scene of an emergency. This greatly enhances overall situational awareness for incident commanders and streamlines development of response strategies. They will also provide the aerial reconnaissance needed to effectively mitigate all types of incidents such as fires, rescues, and hazardous material spill events.

Body Worn Camera Program

Over the past two years, the Police Department (PD) with the assistance of the Technology and Innovation Department, deployed the Body Worn Camera (BWC) system. Over 600 cameras were deployed across North, South, East, West, Field Support, Harbor, and Long Beach City College locations, with final implementation in 2020. Thus far, BWC deployment has been a step toward increased departmental transparency, as well as enhanced support for the safety of our residents and employees. Preliminary data indicates great success in capturing video of critical incidents and the program is fully expected to serve as a promising risk management tool.

COMMUNITY HEALTH

Health and Human Services Department Response to the COVID-19 Pandemic

While all City departments were required to make significant, expedient, and innovative changes to their service delivery models to adapt to the pandemic, no department had greater challenges than the Health and Human Services Department (Department). The following is a summary of the efforts undertaken by the Department:

- To deliver clinical services, the Department is now able to provide clinical telehealth appointments and asynchronous Video Directly Observed Therapy (V-DOT). These new opportunities have minimized potential COVID-19 exposure to both staff and patients. They have allowed for more scheduling flexibility and have removed the barriers that prevent patient engagement and medication adherence.
- To respond to the needs of our most medically vulnerable persons during the COVID-19 pandemic, the Department set up non-congregate shelter settings within hotel/motel sites to provide interim housing, medical support, case management, meals and other support services to assist people in moving toward permanent housing. Utilizing additional federal and state funding, the Department purchased a 103-bed hotel which will allow it to continue to use this approach for two years and may, in the future, be used to expand permanent housing opportunities for persons experiencing homelessness.
- During 2020, the Department activated five permanent COVID-19 testing sites with a daily capacity of at least 3,200 tests.
- From April through December 2020, the Department tested more than 254,000 people for COVID-19 at our City operated testing sites. Additionally, the Department partnered with LA County to host a State-operated testing site in Long Beach.
- The Department procured and positioned mobile refrigerated trailers to support morgue overflow at our local hospitals.

- From the beginning of the COVID-19 emergency declaration, the Department partnered with members of the City's all-hazards Incident Management Team (IMT) to begin response planning and operations. The IMT built a "Main Street" to house the different Incident Command Center sections (operations, planning, finance, logistics, etc.) and remained in unified command with the Health Department through the first several months of the COVID-19 response.
- The Department procured funding and, in coordination with the Incident Management Team, activated a local distribution site. This warehouse (42,000 sq. ft) has housed over a million items including PPE, hand sanitizer, and other essential equipment needed for our response. The Local Distribution Site has been fully operational since early March and receives and distributes critically needed supplies daily.
- Working with our private lab partner, Fulgent Therapeutics, the Department was able to begin screening in early November for both COVID and flu using the same testing process, a self-administered swab. This was the first of this model in Southern California.
- The Department built a COVID contact-tracing application that allows people to test positive to submit the names of people they have had contact with. This improved outreach and follow-up efforts in the field.
- The Department hosted 16 flu vaccination drive-thru points of dispensing (PODs) during the months of October-November. These PODs were coordinated as an exercise for the upcoming COVID-19 vaccination PODs.

Framework for Reconciliation

Following the killing of George Floyd, the Long Beach City Council engaged in an earnest conversation about racism as a public health crisis, the need to restore public trust in City government, and how to reconcile a gap in the experiences of impacted and vulnerable people with current City policies, especially the Black community. The City Council unanimously adopted the Framework for Reconciliation, which contains four key components to ending systemic racism:

- Acknowledging the existence and long-standing impacts of systemic racism in Long Beach and the country;
- Listening to accounts and experiences of racial injustice, inequity, or harm to community members; and
- Convening stakeholders to analyze feedback from the listening sessions and racial disparity data to recommend initiatives that shape policy, budgetary, charter, and programmatic reform;
- Catalyzing action that includes immediate, short-term, medium-term, and long-term recommendations for the City Council's consideration.

The Racial Equity and Reconciliation Initiative – Initial Report was shared with Mayor and City Council on August 3, 2020 to coincide with the release of the Fiscal Year 2020-2021 budget. The report details actions to address anti-Black racism, advance racial equity, and create a vision for Long Beach's future where race does not determine social and economic outcomes.

The initial report represents the fourth step in the Framework for Reconciliation following acknowledging, listening and convening with stakeholders to shape policy and ideas.

On August 11, 2020, the entire City Council voted unanimously to formally adopt and approve the Initial Report as amended by the Council. The goals and strategies of the initial report include actions related to government/infrastructure, public safety and policing, violence prevention, health equity and economic inclusion. Altogether, the plan consists of 21 distinct strategies and 107 potential action plans to advance racial equity in Long Beach.

Equity Toolkit

The Office of Equity produced the Long Beach Equity Toolkit for City Leaders and Staff, which provides an overview of what equity means and provides specific strategies that City leaders, staff, and partners can apply to make positive changes through equitable policies, programs, and services. The Office of Equity has developed task-specific tools City staff can use, along with a series of case studies highlighting best practices and showcasing the great work already taking place in the City. The tools and case studies cover the following areas:

- Communications
- Community Outreach and Engagement
- Gathering Data and Information
- Monitoring and Evaluation
- Planning Services, Projects, and Programs
- Policy Development
- Strategic Planning
- Training Staff and Volunteers
- Working with People (clients, staff, volunteers, community)

Long Beach Justice Fund

In FY 19, the City established the Long Beach Justice Fund in partnership with Vera Institute of Justice Safety and Fairness for Everyone Network. A one-time grant of \$250,000 from the City of Long Beach and the \$100,000 catalyst grant from Vera initiated the Fund and legal services program. The Justice Fund provides legal representation, through the Immigrant Defenders Law Center, for individuals facing deportation who live or work in the City of Long Beach. To date, the Long Beach Justice Fund has provided legal representation to 25 clients facing deportation.

Citywide Fireworks Committee

At its June 23, 2020 meeting, the City Council adopted recommendations for an Illegal Explosives and Fireworks Action Plan to address the illegal use of fireworks and explosives in Long Beach. To facilitate the implementation of these recommendations, the City Manager formed a Fireworks Committee (Committee) comprised of City staff, including the Assistant City Manager (Chair), Police Chief, Fire Chief, City Prosecutor, and two Deputy City Attorneys. The Committee, which meets monthly, held its first meeting on July 21st.

To address the future use of illegal fireworks in Long Beach, the Committee will focus on six key areas:

- Supply Chain
- Collaboration with Regional Cities
- State Legislation
- Fines
- Community Outreach & Education
- Data Collection (including a live mapping application)

Animal Care Services Strategic Plan

With assistance from the Mayor's Animal Care Visioning Task Force, Long Beach Animal Care Services (LBACS) completed a comprehensive process to develop a strategic plan with a mission, core values, integration and action plans, determining desired outcomes, goals and objectives, and internal capabilities and capacity. Animal Care Services achieved a 98 percent save rate in 2020, and realized a 32 percent decrease in the intake of dogs and cats (5,355 to 3,659)

HOMELESSNESS

Atlantic Bridge Housing Community

On October 1, 2020, the City opened the Atlantic Bridge Housing Community (ABC), the first city-owned year-round, 24x7 interim housing site for 125 people experiencing homelessness. The village-style development, located at 6841-6845 Atlantic Ave. in North Long Beach, will help address a critical gap in the City's Continuum of Care and offer a safe place and supportive resources for individuals experiencing homelessness.

The bridge housing model is designed to match people to housing options as they become available, with supportive services to help individuals move into permanent housing as quickly as possible. The 2.28-acre community consists of modular-style dormitories for adults with a total capacity of 125. ABC is the first of a two-phase project on the site that will include a state-of-the-art campus for housing and services and a variety of supportive housing types focused on the specific needs of individuals experiencing, or at risk of experiencing, homelessness.

Supportive Housing

With \$16.7 million in funding from the state's Project Homekey program, the City purchased the Best Western Hotel at 1725 Long Beach Blvd. The 102-room hotel will be converted into interim housing for those who are homeless, and it will provide support services including domestic violence programs, health education, employment development, and referral to mental health treatment. Additionally, the County of Los Angeles has purchased the Holiday Inn at 1133 Atlantic Ave. and the Motel 6 at 5665 East 7th Street for the same purposes.

State Funding for Homeless Services

In an effort to obtain more local funding for affordable housing, the City submitted a successful State Permanent Local Housing Allocation grant application that will bring an estimated \$15.7 million over a five-year period. These funds will provide gap financing for the development of new affordable multifamily residential rental housing projects serving households earning 60 percent of the Area Median Income and below. In addition, the Long Beach Community Investment Company, the City's nonprofit affiliate, was also awarded a \$4.9 million CalHome

Grant from the state to assist with homeownership efforts and the development of accessory dwelling units.

Mental Health First Aid for Public Safety Training

With grant funding from the Substance Abuse and Mental Health Services Administration in the amount of \$360,000, the Fire Department continued to utilize the Homelessness Education and Response Team (HEART) to provide mental health first aid training to an additional 200 employees, bringing the total number of trained staff to 500. This program has demonstrated the importance of mental health awareness in emergency response and created a model for other agencies in the State.

Library Social Work Pilot Project

The Library Services Department placed social work interns at two library locations, Mark Twain Library and Billie Jean King Main Library. Under the supervision of the Department of Health and Human Services staff, 163 contacts were made with persons experiencing homelessness, mental illness, and drug addiction to connect them to much needed social services. The interns worked side by side with Library staff to conduct in-reach service to Long Beach's most vulnerable populations. The pilot, which began in September 2019, was unfortunately cut short in March due to the pandemic.

INFRASTRUCTURE

Gerald Desmond Bridge Replacement

On October 2, 2020, the City dedicated California's first cable-stayed bridge for traffic, a 515-foot-tall, two-tower span that provides an important starting point for national cargo movement and a much-improved transportation link for commuters in coastal communities of Los Angeles and Orange counties. The six-lane, nearly 2-mile-long bridge is scheduled to open to traffic Monday morning, marking the end of a nearly 10-year, \$1.47 billion effort to replace the 52-year-old Gerald Desmond Bridge, which was too narrow and too low to accommodate today's roadway cargo traffic demands and the larger cargo ships that began arriving at the Port of Long Beach years ago. While the Port of Long Beach is big ship ready, the lower Desmond Bridge was nearing of its expected lifespan, and needed to be replaced to provide a long-term, reliable connection to Terminal Island. More than 15 percent of the nation's imported container cargo travels over this bridge route.

Pavement Management Plan (PMP)

In 2015, the City completed its first formal Pavement Management Plan (PMP), a tool used to catalog, impartially rate, and effectively plan-out maintenance and repair of the City's street network by providing a structural rating for each street. To obtain this rating, the firm that conducted the PMP measured both the surface condition via lidar scan and strength by dropping 9,000 pounds onto the street surface and measuring the results. In 2015, the condition of the City's streets by category was "good" for the major roadway network and "fair" for the minor roadway network. In the 2017 PMP update, the condition of the City's streets remained in the same category with "good" for the major roadway network and "fair" for the minor roadway network. The next PMP update is scheduled for Summer 2021.

Alley Management Plan (AMP)

With over 100 dirt alleys across the city, funding to pave and maintain those alleys has been a challenge. The Public Works Department recently completed the first Alley Management Plan (AMP), similar to the Pavement Management Plan, and presented the findings to the City Council. The AMP uses methods similar to the PMP to inventory and provide a condition for every alley across the City. The initial findings are that there are over 200 miles of alleys throughout the City with 11 (approximately 5 percent) of those miles being alleys that are unpaved. The estimated cost to pave these alleys is \$5 million. The total cost of all the alley needs is estimated at \$98 million. Measure A will fund the paving of all the City's dirt alleys by the end of FY 21. The next AMP update is scheduled for Summer 2021.

Sidewalk Management Plan

The City conducted an evaluation of its pedestrian facilities, including sidewalks and curb ramps, to determine the extent to which individuals with disabilities may be restricted access to City facilities. This information allowed the City to update its ADA Transition Plan and further the City's ongoing commitment to create inclusive and accessible public places. This plan found a \$631 million need for investment in the City's sidewalks and ADA curb ramps.

A budget of \$9.5 million was allocated in FY 21 for curb ramps. In September 2020, Assembly Bill 2932, sponsored by Patrick O'Donnell, was approved to allow for a more streamlined construction delivery process which will help the City meet the terms of its ADA Settlement Agreement which requires the construction of 4,500 curb ramps by the end of FY 22.

Parking Facility Improvements

Citywide Parking Operations aims to improve the customer experience through infrastructure and technology investments. Major upgrades to parking facilities include the following:

- Aquarium parking structure – surveillance camera upgrade
- Civic Center parking structure – LED light upgrade, parking equipment replacement
- City Place C – parking equipment replacement

These improvements support visitor safety, reduce greenhouse gas emissions, and enhance the overall parking experience through the replacement of aged parking equipment (entry and exit gates and parking payment kiosks). Further, new parking equipment allows staff to review and analyze parking data which supports policy development and ensures compliance with revenue collection and management.

Belmont Beach and Aquatics Center

The City continues to make significant progress on the entitlements for the Belmont Beach and Aquatics Center. The facility has been significantly redesigned to address City Council and California Coastal Commission concerns while maintaining the available water and access for all users. The Coastal Development Permit application has been deemed complete, and a Coastal Commission hearing is anticipated in early 2021. The City is developing and implementing a robust community outreach and access program to enhance the entire community's access to the facility while serving the broadest population possible.

Taxiway C Improvement Project

The Airport's Taxiway C improvement project, funded through \$26 million in federal grants, was completed at Long Beach Airport. The construction work was required to meet current FAA standards and enhance the overall safety of the airfield.

Phase II of Terminal Area Improvements

The Airport continues its \$110-million Phase II Terminal Area Improvements Project that focuses on increasing customer service and the safe movement of vehicular and pedestrian traffic through the Terminal Area while maintaining and enhancing the current character of the Airport's Historic Terminal Building as a Long Beach Cultural Heritage Landmark. The major components of the project are:

- Checked Baggage Inspection System (CBIS) facility
- Baggage claim area improvements
- Ticketing facilities
- Terminal renovation and seismic retrofit
- Rental car customer transaction services
- Pre-security concessions, meet and greet plaza, and restrooms
- Roadway and signage improvements
- Rental car vehicle storage
- Ground transportation improvements

MOBILITY & LIVABILITY

Open Streets Initiative

The COVID-19 Pandemic (COVID-19) posed significant impacts on business operations and resident's mobility and recreational opportunities resulting from the Safer at Home Order for Control of COVID-19 (Safer at Home Order) physical distancing requirements. Public Works launched the Open Streets Initiative in May 2020 to allow for increased outdoor activities, safer access to public transit, and stronger economic recovery, all while maintaining appropriate physical distance and adherence to the current health order through the repurposing of the public right-of-way (ROW), and open public and private property such as parking lots.

The City of Long Beach Safer at Home Order for Control of COVID-19 (Safer at Home Order) implemented physical distancing requirements to limit the spread of COVID-19. As such, the 1,300 restaurants throughout the city shuttered their indoor dining operations, effectively reducing their capacity to conduct business and stay afloat. Many households find themselves supporting an environment of virtual learning for students, work-from-home for family members, pseudo day-care for young children, and laid-off or furloughed individuals. Because of these challenges, physical activity and safe mobility options are essential to the health of our community, especially in those areas which have experienced high numbers of COVID-19 infection, high renter density, and lack sufficient greenspace. The Public Works team launched the Open Streets Initiative's goals focused on supporting increased outdoor activities and operations for residents and businesses, respectively; provide safer access to public transit, and support economic recovery while maintaining appropriate physical distance and adherence

to the currently health order through the repurposing of the public right-of-way, and open public and private property such as parking lots.

Parking Touchless Payment Solution

In Fiscal Year 20, the Public Works Department expanded its mobile payment parking solution from beach lots (launched in FY 19) to on-street parking. Mobile and touchless payment through Passport, Inc., application (Passport) is available to visitors using multi-pay space pay stations within the 4th Street parking district and along Broadway and 3rd Streets in the Downtown Long Beach area. Further expanding the mobile parking payment opportunities, staff have deployed a pilot program for mobile payment at single-space pay meters in the Pike and Shoreline areas. The mobile payment solution for parking is available for iOS and Android users, has proven successful based on user data, and provides a sanitary, touch-free option to support COVID-19 personal care and safety practices. Continued benefits to the City include decreased operational costs, increased parking revenue, and compliance with parking payment and revenue management policies, as well as compliance with the City's PCI standards.

No Litter Zones

The No Litter Zone program educates Long Beach businesses and residents about the importance of keeping our city clean and improving our community's appearance. Another priority is to hold accountable those who litter as well as those who engage in more serious illegal dumping. Participants receive a window cling for their business' window that conveys their commitment to a cleaner and safer City. If more than 50 percent of the businesses in an area participate, the City will recognize the businesses with an acknowledgement on the City's website, which encourage all residents to support these businesses by shopping at, dining at or visiting them frequently. Currently, 46 businesses are participating.

COMMUNITY IMPROVEMENT

Neighborhood Leadership Program

Twenty (20) residents graduated from the Neighborhood Leadership Program, bringing the total number of graduates to 771 over 27 years. Program participants completed six class projects including five online events and one drive-through household cleaning essentials giveaway event – activities that had a total value of more than \$29,000. In partnership with residents, business owners, non-profits and neighborhood associations, the City held or hosted 55 neighborhood association meetings and online workshops, including training sessions.

Historic Preservation

The City continued to commemorate its past and honor neighborhood legacies by completing a re-survey of historic resources in the Drake-Wilmore and Craftsman Village historic districts, the first comprehensive update to existing historic district surveys. In addition, the City launched the preparation of its innovative and first-ever Race and Suburbanization Historic Context Statement and convened a Historic Context Statement Advisory Committee to inform the project and support the update of an existing 2009 Citywide Historic Context Statement.

Planning Advancements

The City adopted Omnibus Zoning Code Amendments to include new uses and update development standards to ensure the Municipal Code remains responsive to evolving land use trends and planning best practices. The City, through the efficient use of staff time and resources, was able to complete the long-awaited planning process for the Southeast Area Specific Plan and obtained California Coastal Commission approval to transform the area into a vibrant waterfront mixed-use environment.

Affordable Housing

Amid the COVID-19 pandemic, as the statewide need continues for affordable housing and the homeless crisis persists, the City endures in its commitment to do what it can to help. A carefully planned comprehensive economic analysis and public outreach effort was undertaken to develop recommendations for a citywide Inclusionary Housing Policy, which was recommended by the Planning Commission and approved by the City Council. The policy phases in, but ultimately requires that 11 percent of all units in new residential rental developments be set aside for very-low income households earning up to 50 percent of the area median income.

Digital Inclusion Initiative

The City's Digital Inclusion Initiative (Initiative) is focused on ensuring that everyone has access and use of digital literacy training, the Internet and technology devices to be successful in society, democracy and the economy regardless of their background and identity. The Initiative is recognized nationally as a Digital Inclusion Trailblazer by the National Digital Inclusion Alliance (NDIA). Long Beach is one of 15 jurisdictions in the country to receive this recognition. Digital Inclusion Trailblazers is an honor roll of local government initiatives that promote digital literacy and Broadband access for underserved residents.

The City allocated \$1 million in CARES Act funding towards digital inclusion efforts. The City is partnering with local community-based organizations to implement the following digital inclusion resources, services and programs:

Digital Inclusion Resources Hotline: The City launched a multilingual Digital Inclusion Resources Hotline (Hotline) to help connect Long Beach residents with a variety of resources and services, including computers, low-cost Internet services and computer literacy training. Digital Inclusion Navigators are available by phone to help Long Beach residents connect to various digital inclusion resources and services. The digital inclusion navigators provide real time Spanish and Khmer interpretation services and address the entire digital inclusion spectrum (e.g. computer literacy skills, home connectivity, devices). The Hotline is being implemented in partnership with the Long Beach Public Library (LBPL) and the United Cambodian Community (UCC).

Administering Digital Inclusion Resources and Services: The City is partnering with human-I-T to implement the following activities:

1. Distributing free Internet service plans, hotspots and computing devices to Long Beach residents most in need.
2. Providing technical support for computing devices and hotspots administered.
3. Coordinating a computing devices and hotspots lending program.

4. Conducting virtual digital literacy training classes for Long Beach residents and local small business owners.

Implementing Community Outreach Efforts: The City is partnering with local community-based organizations (CBOs) to implement community outreach efforts. The CBOs are promoting and connecting digital inclusion resources and services to communities most in need during the COVID-19 pandemic.

Connected LB: The City launched the ConnectedLB Platform, a centralized platform for Long Beach residents to access low-cost Internet services, computers and digital literacy resources. ConnectedLB allows Long Beach residents to find low-cost Internet services and computers in their local neighborhoods by entering their zip code. Long Beach residents may qualify for low-cost Internet services and computers based on verification of income status and household participation in public benefit programs. The platform is available in both English and Spanish and is expected to run through April 2021 or until further notice.

The City is also in the process of developing a Digital Inclusion Roadmap (strategic plan) with community members and local stakeholders. This Roadmap will be a blueprint for ensuring that everyone in Long Beach has equitable access and use of digital literacy training, the Internet, technology devices and other digital inclusion resources. The foundation of the Roadmap will include a vision, goals, objectives, performance indicators and strategies for advancing digital inclusion through a collective impact approach and equity lens in the following focus areas (e.g. capacity, connectivity, technology). The Roadmap is scheduled to be developed by early 2021.

Short-Term Rentals

In June of 2020, the City Council passed an ordinance to regulate short-term rentals in the City. Concurrently, City staff also hired a consultant to assist with implementing and regulating the ordinance by developing the registration process, identifying STR addresses, collecting fees and transient occupancy taxes, and providing a range of other services that will serve to assist the City's enforcement process. In October, the City began accepting the first applications for those wishing to legally register their STR operation with the City. In December, the City Council voted to amend the ordinance and allow for a limited amount of un-hosted STR operations.

CITY SERVICES

Recreation Re-Imagined Programs

On March 19, 2020, the City of Long Beach Health Officer issued the "Safer at Home" to mitigate the spread of the COVID-19 resulting in the immediate shut down of hundreds of after-school and recreation and programs citywide. In June, Health Orders were amended to allow for the re-opening of day camps with required safety protocols. This prompted the birth to *Recreation Re-Imagined* programs. The Department of Parks, Recreation and Marine (PRM) worked diligently to structure the programs to meet all Covid-19 safety protocols. Two key safety protocols, the need to implement physical distancing within the program and the requirement to keep groups of children in small, stable groups have inadvertently reduced the ability of program providers to accommodate the many youth in need of in-person programs.

A summary of Recreation Re-Imagined Programming follows:

Recreation Re-Imagined Day Camp: PRM opened 22-day camps with reduced capacities and very affordable cost point. Participants from 5 to 12 years could experience summer camp activities with their family and friends in a safe and friendly environment.

Virtual Summer Camp: To offer another safe option for much needed education and entertainment, PRM staff designed a virtual camp with many of the experiences offered at PRM's in-person camps along with academic enrichment activities designed to minimize summer learning loss. The free Virtual Camps include real-time meets with recreation staff, dancing, art, trivia and much more.

El Dorado Nature Center Summer Camps: Children between five and eight years old had the opportunity to join PRM naturalists at the Nature Center for fun and exploration, including hands-on activities, games and crafts.

Middle School ARISE Camp (adaptive): PRM offered summer camp for middle school-aged ARISE (Adaptive Recreation in Special Environments) participants with recreational and enrichment activities. Once the school year started there was still much need for recreation programming. PRM continued to offer a variety of programs to meet the needs of the community.

After-School Day Camps: PRM offered afterschool recreation programs at 21 park sites. Activities include homework assistance, art and crafts, indoor and outdoor games, fitness activities all in safe and friendly environments.

Community Learning Hubs: The Learning Hubs are offered at four PRM facilities located within communities in Long Beach identified as having residents with the lowest income. These facilities provide space and structure so that youth may use the wi-fi within these centers to access LBUSD online program. Facilities are open Monday through Friday during the hours that the Elementary and Middle School online instruction will be provided. Recreation Leaders provide supervision during the school instruction period. Immediately after the daily instruction period is completed, Recreation Leaders provide various recreational activities that promote exercise, enrichment and social engagement utilizing health protocols contained within Safer at Home Health Order.

Mobile RECESS Program: To address the inequity and ensure vulnerable youth populations aren't excessively impacted by the COVID-19 pandemic, PRM mobilized a youth recreation program to be known as "Mobile RECESS" in communities that are located in areas disproportionately affected by COVID-19, have a lack of open space and are overcrowded, which brings greatly needed opportunities for safe play, social connection and enrichment activities.

Library Services

Much like the Department of Parks, Recreation and Marine, the Library Services Long Beach Public Library (LBPL) was also required to adapt its programs and services in response the COVID-19 pandemic. A summary of the LBPL's adaptations and new programs follows:

LBPL To-Go: LBPL developed and implemented a contactless pickup service which provides access to the Library's print and DVD collections to residents in a safe manner. Similar in concept to restaurant takeout service, residents order their library materials online or via phone and schedule an appointment to pick up those items at one of seven

designated libraries. Contactless pickup service was initially launched at four libraries and then expanded to seven libraries. Since the service launched in June, more than 85,600 books and DVDs have been borrowed; half were for children and teens.

Virtual Programming: Although library facilities were closed to the public in March, Long Beach Public Library (LBPL) continues to provide high quality programs virtually through social media, Zoom, and Beanstack. The library produces a weekly virtual BabyTime, ToddlerTime, and PreschoolTime, and hosts the bilingual storytime program Cuentos y Cantos regularly. Staff also present weekly programs to highlight new books added to the collection and host author/artist/maker lectures in our Webchat Wednesdays and Miller Room lecture series. LBPL brought its annual Summer Reading Program totally online, as well as Dive Into Reading, the library's early literacy program for children ages 0-5 and their parents and caregivers. Library Studio staff host video game design workshops for teens and ArtLab and crafting programs for all ages.

Podcasts: LBPL staff have entered the podcast arena with two new productions, "Don't Know Beach about History: Short Histories of Long Beach" hosted by our special collections librarian and "Book Bites", which highlights great reads for teens recommended by teen services librarians. The podcasts are available at www.longbeach.gov/library and podcast channels.

Learning Together Program: This program offers families access to early childhood resources including parent education workshops and kindergarten readiness programs that will ensure that children enter school ready to learn. The workshops and kindergarten readiness program will be offered in English and Spanish and will be tailored directly to the needs of the community. Families that participate in Learning Together will gain real world skills and strategies to create nurturing environments for healthy child development and early literacy.

LB Reads: A new component was added to the LBPL's adult literacy program – Family Literacy. Through this added service, adult literacy learners with pre-K children would also receive family literacy services, including instruction on how to read to children, how to select appropriate books on particular topics, storytelling, word games, and other exercises to promote reading enjoyment.

Improved Children's eBook Access

LBPL streamlined children's ebook access by moving from the Axis360 platform to Overdrive in the beginning of FY 20. This action was taken based on patron feedback and patron concerns regarding device compatibility. This change brought about immediate and huge increases in usage: annual circulation of children's ebooks more than doubled in the first month once moved to OverDrive. LBPL's ebook collection can be found in the LBPL Digital Library: <http://www.longbeach.gov/library/digital-library/>

LBPL Digital Library Expands

The Library expanded its electronic resource offerings again this year by adding Udemy, Chilton, Enki, and Homework Central. Udemy offers on-demand video learning covering a variety of creative, professional, and educational topics (this was also used to support telework for staff citywide in the early days of the COVID-19 pandemic). Chilton provides access to repair, maintenance, and service information on the most popular cars, trucks, vans, and SUVs on the road today. Enki is provided by the California State Library and uses geolocation to

provide immediate access to more than 5,300 eBooks to anyone physically located in the state of California. Also made possible by the California State Library is Homework Central which consists of six different resources to support K-12 learning. These resources, and many more, can be accessed through the LBPL Digital Library on the City's website.

FINANCE

Procurement Efficiency

In September 2020, the Purchasing Division launched a project to transform the City's procurement processes to be more efficient, equitable, transparent, and results oriented. This work will be done as part of the What Works Cities (WWC) Initiative with technical assistance from the Harvard Kennedy School Government Performance Lab (GPL), one of WWC's expert partners and a research organization based out of the Harvard Kennedy School that works with cities to improve the results they achieve with their contracted dollars. To support the work, the GPL has embedded a Fellow within the Purchasing Division, who will support initiatives to streamline processes and policies, develop resources for internal and external stakeholders, and incorporate recommendations related to the Language Access Policy, Everyone In initiative, and Framework for Reconciliation.

New Short-Term Rental Transient Occupancy Tax Website

Business Licensing is currently working on a new website that will allow new Short-Term Rental(STR) hosts in the City to report and pay their Transient Occupancy Tax(TOT) online for stays they book through online platforms other than Airbnb. The website will also send reminder emails to the hosts letting them know when it is time to report each month, and penalty emails letting hosts know when they are late reporting and penalties will be assessed. The new STR ordinance went into effect on October 2020 and staff is working to have the new website tested and ready for the first TOT reporting by the new STR hosts that register with the City by November 2020. This will be a new revenue stream for the City and will allow hosts to easily report and pay their taxes due.

Flexible Financing

The Treasury Bureau created and implemented two unique revolving lines of credit to address vastly different goals. Besides the pandemic, the world financial market is in the process of creating a new standard interest index. To provide the Water Department liquidity and construction flexibility, Treasury staff negotiated a first-of-its-kind revolving line of credit, developing a transition methodology to minimize interest cost and contractual restrictions. Early in the COVID-19 pandemic, the needs and response costs for the City were unknown. To provide maximum expenditure flexibility, this unique revolving line of credit was applied to COVID-19 response costs and structured similarly to a lease revenue bond to address California Constitutional Debt Limitation. The application of this structure to a revolving line of credit had not been done before, and created the cost savings and financing flexibility sought by the City

Expanded Customer Service for Parking Citations

In the wake of COVID-19, in-person services for Parking Citations were temporarily disrupted. Staff modified procedures with an eye toward meeting both the needs of the customer while also improving internal efficiencies. To provide continuity of service, customer services were quickly expanded to include online and telephone options for administrative hearings,

expanded payment option requests, and appeals – all of which were previously in-person services only. The virtual experience has produced positive customer interactions, and on-going process improvement.

SUSTAINABILITY

Climate Action and Adaptation Plan

In 2015, the City joined the Global Covenant of Mayors, signaling the City of Long Beach's commitment to an array of efforts to reduce its carbon footprint and better prepare for the impacts of climate change. From 2017 through 2019, the City gathered community and agency input to inform development of the Climate Action and Adaptation Plan (CAAP). The outreach process engaged more than 10,000 community members. Development of the CAAP also involved preparation of technical studies of climate stressors and communitywide vulnerabilities.

In 2020, the City finalized a proposed draft CAAP — created with an equity lens to address disproportionate environmental burdens and to help ensure benefit to communities most impacted by climate change — which will establish an innovative set of programs and policies to:

- Meet the statewide greenhouse gas (GHG) reduction target of 40% below 1990 levels by 2030 and generally minimize the City's contribution to global GHG emissions; and,
- Adapt to the impacts of climate change while maintaining quality of life, prosperity and equity for all of its citizens.

The CAAP's mitigation actions identify the steps that will be taken to meet state reduction mandates, while the adaptation actions identify the measures the City will take to adapt to climate change impacts: extreme heat, air pollution, drought, flooding, and sea level rise. The proposed draft CAAP is scheduled for consideration by the City Council in January 2021 with the final adoption anticipated in Fall 2021 after completion of an environmental review.

Airport Electronic Chargers

Long Beach Airport installed 15 state-of-the-art electronic chargers to reduce emissions for ground support equipment, achieving 100 percent electrification for all 11 commercial gates. The state-of-the-art technology quickly charges airline-owned ground support equipment, commonly used for repositioning and servicing aircraft, loading and unloading cargo, and transporting passenger checked bags. With the airlines' complementary investment in zero emissions equipment, LGB expects to reduce nitrogen oxide emissions by nearly 2,000 pounds per year by 2023.

Sustainable Fleet

The City continues to emphasize the use of alternative fuels in the fleet, focusing on electric, hybrid-electric and renewable CNG for new purchases. The motorized fleet is currently 45 percent alternative fuel, which includes both hybrid-electric and fully electric vehicles, with a goal of 46 percent in FY 21. The motorized non-safety fleet is currently over 60 percent alternative fuel. The City purchases alternative fuel options over 98 percent of the time when such options are available. This includes the FY 20 purchase of 10 hybrid-electric Police patrol vehicles, 46 plug-in hybrid Escapes and new CNG refuse trucks and street sweepers. Fleet

plans a wider range of electrified trucks in FY 21, as well as expanded use of the pursuit-rated hybrid-electric interceptors for the Police Department. The City is exploring the use of battery electric options for medium and heavy-duty vehicle replacements as technology progresses and viable alternatives to traditional fossil-fueled vehicles become available.

Renewable Fuels

For years, vehicles in the City's award-winning fleet have been downsized and alternatively fueled whenever feasible. This is reflected with the City's continued use of renewable fuels. All compressed natural gas (CNG) fuel has been 100 percent renewable since 2017 and liquified natural gas (LNG) and diesel fuels have been 100 percent renewable since 2015. Renewable fuels greatly reduce greenhouse gas (GHG) and tailpipe emissions and cost the same or less than traditional fossil fuels. Currently, 432 vehicles are powered by renewable fuels, 26 percent of the City's motorized Fleet. 54 percent of the City's overall 2020 fuel use is projected to be renewable fuels.

In 2020, the City continued its renewable fuel evolution as it transitions its high fuel use refuse trucks and sweepers to renewable CNG. The new renewable CNG engines enable use of the lowest emission engines available, allowing the City's early compliance with 2023 emission standards. Additionally, the City continues to use renewable diesel fuel in all diesel trucks and equipment used for maintenance, emergency response, and transportation purposes. Renewable diesel is produced from waste fats, residues and vegetable oils, and considered sustainable.

Citywide Electric Vehicle Charging Stations

Over 50 charging stations were installed at three City facilities in FY 20 to support the City's growing electric and hybrid-electric fleet. Fleet Services continues work with the Public Works Department on the installation of another 230 charging stations at 19 other City-owned properties. The Citywide EV Charger project involves constructing charging stations for both public use and dedicated City vehicle use.

LB-MUST

In April 2016, the City Council approved a \$28-million Cooperative Implementation Agreement with Caltrans for the design and construction of an innovative and transformational stormwater treatment plant — formally named Long Beach Municipal Urban Stormwater Treatment Recycle Facility, or LB-MUST. The plant will be built along the east bank of the Los Angeles River in the general area between 4th and 7th Streets and will capture polluted urban runoff before it enters the river. The runoff will come from approximately 12,000 acres of western Long Beach. This will stop pollution from entering the river and beaches, provide a resource of water to be used in parks, and create recreational space along the LA River. The project is currently at 95-percent design and the environmental documentation is complete. The preliminary phase of construction consisting of roadway improvements, utility relocations, and soil stabilization is currently underway. Construction of the treatment facility and wetlands is scheduled to begin in late 2021.

Colorado Lagoon

The Colorado Open Channel project consists of restoring wetlands and subtidal habitat through the creation of an open earthen channel between Colorado Lagoon and Marine Stadium to maximize coastal habitat regimes, restore and increase tidal exchange, and reserve and

improve recreational uses of Marina Vista Park. It is anticipated the project will achieve its 90-percent design milestone by the end of 2020. Initial site preparation has begun, and the bid package will be released in early 2021.

Park Central Control Irrigation Project – Project Update

With persistent drought conditions, Parks, Recreation and Marine (PRM) initiated the Citywide Irrigation Upgrade program in 2012 to address increasing water costs and overall conservation goals. The work began in 2014 by assessing sites and inventorying parts and equipment for systems including some over 60 years old. The project includes new smart controllers, flow sensors which measure and track water use in real time to enhance staff's ability to program and manage water allotments, and master valves that control water flow from street meters. These upgrades will result in water usage and weather data tracking, higher water-use efficiency, and diminished water loss. The installation of smart controllers with "two-wire" technology allows older hydraulic systems to be converted to efficient electric systems.

At the completion of the project in January 2021, a total of 114 parks will be upgraded with more than 160 controllers operating the water distribution system, and staff programming the controllers remotely. Staff gardeners will access the park controllers in the field via tablets, locate broken components and make adjustments, and do irrigation system audits. The total cost of the program is approximately \$2.2 million with funding including a grant from the office of former Los Angeles County Supervisor Don Knabe and rebates from SoCal WaterSmart, Southern California Metropolitan Water District's regional rebate program. Approximately \$65,000 in rebates from the Metropolitan Water District will be received by the end of the project. The project allows the Department to maximize staff and budget resources, improve water conservation and keep parks and open space areas green and safe.

ORGANIZATIONAL CHANGES

Human Resources Department

In the face of COVID-19 and the unpredictability of the pandemic, the Department of Human Resources quickly adapted and implemented the following procedures to accommodate the rapidly changing work environment while minimizing the impact to both employees and City operations:

Personnel Transactions: With telecommuting and social distancing in place, the Department implemented an electronic method to process personnel transaction changes utilizing existing resources and with electronic approval paths. The transition was seamless and there were no negative impacts to the workforce. The process became so efficient that it has not been expanded to Benefits transactions and EEO & Citywide training.

COVID-19 Related Leaves: in response to the COVID-19 pandemic and subsequent shutdown in March, the City implemented 80 hours of paid sick leave for employees who experienced a COVID-19 work related exposure prior to the federal FFCRA leave law, which was later passed in April 2020.

Self-Service Employment and Income Verification: In December 2020, the City will be implementing self-service Employment and Income Verification automated Services through its third-party Unemployment Insurance administrator Corporate Cost Control. This streamlined process will give employees 24/7 control through a secure FCRA compliant

platform, allowing employees to manage time-critical requests to verify their income (i.e., mortgage lenders, leasing companies, car loans, etc.).

In addition, the Department also implemented the following programs to further streamline employee benefits and employee engagement.

Health Advocate: The service was implemented in August 2020 and provides employees and retirees with personalized concierge services to assist with navigating the complexities of healthcare. Staffed by health and medical experts, Health Advocate helps motivate individuals to take an active role in their health. Services provided include member education, assistance with understanding medical bills, second opinions, medical records transfers, appeals and more.

Disability Insurance Coverage: As of January 1, 2021, the City will provide employer-paid Short-Term and Long-Term Disability Insurance coverage to over 3,000 eligible employees who are not currently covered by the benefit. The new enrollees will also have the option of purchasing additional coverage on a voluntary basis.

Gympass: The program introduces City employees to a new way to look at fitness. Based on a membership platform, employees pay one monthly fee based on the selected tier and Gympass provides unlimited access to a gym network with fitness classes, studios, online classes, wellness apps. Go live is planned for January 1, 2021.

Paid Parental Leave: Effective January 1, 2021, the City will offer up to 30 days of Paid Parental leave to full time employees who have been employed with the City for at least 6 months or longer.

Maternity/Paternity Leave Guide Booklet: In response to the growing families within COLB, HR will be releasing its first Maternity Leave Guide Booklet in first quarter 2021, nicknamed the “Mat Pack.” The guide will be a useful resource to expectant employees and included a checklist to help plan for a new child. The booklet will incorporate the newly passed provisions of the California Family Rights Act recently signed by Governor Newsom.

Public Works Department

To improve management and oversight of critical citywide projects, the Project Management Division in the Engineering Bureau of the Public Works Department was changed to the Project Management Bureau. As part of this reorganization, the Department centralized the management of capital projects citywide, including parks, public facilities and projects in the Tidelands area. Positions were reallocated at a zero-net cost to the General Fund. The Bureau is also responsible for managing the permitting and Engineering records within the Department.

Budget Summaries

Summary of Budgets by Department All Funds

Fiscal Years 2019 to 2021

(Includes operating, debt service and capital improvement program)

	Actual FY 19	Adopted* FY 20	Adjusted* FY 20	Adopted* FY 21
DEPARTMENTS				
Mayor and Council	\$ 5,603,292	\$ 5,813,629	\$ 5,802,726	\$ 5,645,680
City Attorney	10,237,613	11,783,573	11,783,573	11,589,297
City Auditor	2,888,759	3,298,864	3,693,681	3,186,375
City Clerk	3,572,881	3,894,851	4,232,701	5,114,794
City Manager	17,998,743	16,936,968	23,452,797	16,548,119
City Prosecutor	5,728,434	6,104,872	7,348,777	5,998,194
Civil Service	2,901,194	3,094,635	3,303,375	2,996,300
Airport	63,607,334	50,082,631	116,377,887	44,942,444
Development Services	83,964,323	75,990,157	130,857,507	74,924,907
Disaster Prep and Emerg Comm	13,224,722	12,739,724	14,381,474	12,596,230
Economic Development	39,560,204	22,959,791	43,832,710	20,477,968
Energy Resources	292,720,341	233,831,812	244,508,530	233,769,928
Financial Management	71,645,114	73,559,831	83,808,067	73,181,375
Interfund and Non-Operating ⁽¹⁾	500,893,925	513,359,390	554,814,156	534,327,555
Police and Fire Pension Plan	1,083,838	967,749	967,749	963,004
Fire	132,293,055	133,109,542	137,843,402	140,764,690
Harbor	356,482,262	674,571,197	1,743,294,355	647,103,713
Health and Human Services	145,429,533	153,362,063	204,135,447	157,394,878
Human Resources	13,665,136	12,301,295	12,660,850	15,226,201
Library Services	16,190,550	15,255,691	17,641,119	15,467,219
Parks, Recreation and Marine	84,459,507	60,365,321	90,288,334	61,396,001
Police	262,727,114	264,499,242	280,869,933	269,204,686
Public Works	259,360,778	244,812,348	514,525,820	216,696,378
Technology and Innovation	79,043,180	57,066,605	97,026,127	60,094,185
Water	140,962,647	155,005,473	174,092,070	159,238,677
TOTAL	\$ 2,606,244,480	\$ 2,804,767,253	\$ 4,521,543,167	\$ 2,788,848,798
Full-Time Equivalent Employees	5,567.05	5,648.73	5,648.73	5,608.16

	Adopted* FY 20	Adjusted* FY 20	Adopted* FY 21
ALL FUNDS BY CHARACTER			
Salaries, Wages and Benefits	\$ 1,109,598,401	\$ 1,067,746,352	\$ 1,135,551,458
Materials, Supplies and Services	591,053,788	886,535,859	585,058,010
Capital Purchases	430,524,888	1,954,662,432	418,217,051
Debt Service	241,661,153	243,786,383	213,852,422
Transfers To Other Funds	146,368,828	146,886,804	130,067,339
Intrafund Transfer Out	-	(26,704,194)	-
Purchase of Gas & Water	63,950,727	63,919,583	61,199,707
Insurance Premiums and Losses	31,522,810	31,215,409	37,607,448
Depreciation and Non Cash Expenditures	140,000	140,000	60,000
Subtotal	\$ 2,614,820,595	\$ 4,368,188,628	\$ 2,581,613,436
Internal Support	189,946,658	\$ 153,354,539	207,235,362
TOTAL ALL FUNDS	\$ 2,804,767,253	\$ 4,521,543,167	\$ 2,788,848,798

* Amounts exclude all-years carryover.

(1) Interfund and Non-Operating include pass through transactions and debt service payments.

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Note: The Adjusted Budget numbers has data as of 8/30/20.

Summary of Full-Time Equivalents (FTEs) by Department (All Funds)

Fiscal Years 2019 to 2021

	Adopted FY 19	Adopted FY 20	Adopted FY 21
DEPARTMENT			
Mayor and Council	52.22	52.12	51.61
City Attorney	72.00	72.00	70.00
City Auditor	22.00	22.00	18.00
City Clerk	16.50	16.26	15.26
City Manager	49.99	50.99	48.81
City Prosecutor	38.38	38.38	38.38
Civil Service	17.70	18.70	18.00
Airport	113.04	115.04	118.04
Development Services	212.78	214.78	210.78
Disaster Preparedness & Emergency Comm	89.30	89.30	87.30
Economic Development	86.96	87.96	87.96
Energy Resources	233.39	236.39	240.39
Financial Management	259.29	255.29	247.03
Fire	530.91	533.86	530.77
Harbor	593.50	593.50	595.60
Health and Human Services	414.24	427.78	450.52
Human Resources	45.00	46.00	45.50
Library Services	128.09	128.22	129.72
Parks, Recreation and Marine	438.42	445.16	427.18
Police	1,241.91	1,251.91	1,189.38
Public Works	500.59	509.70	545.93
Technology & Innovation	159.00	173.00	178.38
Water	251.85	270.39	263.62
TOTAL FTEs	5,567.05	5,648.73	5,608.16

Summary of FY 20 to FY 21 Full-Time Equivalent (FTE) Changes By Department

Fiscal Years 2020 to 2021

ALL FUNDS

DEPARTMENT	Adopted FY 20	FY 20 Changes Reflected In FY 21 Base *	Proposed FY 21 Changes	Adopted FY 21 Changes	Adopted FY 21
Mayor and Council	52.12	0.27	-	(0.78)	51.61
City Attorney	72.00	-	-	-	70.00
City Auditor	22.00	-	(4.00)	-	18.00
City Clerk	16.26	-	(1.00)	-	15.26
City Manager	50.99	0.00	(2.18)	-	48.81
City Prosecutor	38.38	-	-	-	38.38
Civil Service	18.70	-	(0.70)	-	18.00
Airport	115.04	2.00	1.00	-	118.04
Development Services	214.78	-	(4.00)	-	210.78
Disaster Preparedness & Emergency Comm	89.30	-	(2.00)	-	87.30
Economic Development	87.96	-	-	-	87.96
Energy Resources	236.39	2.00	2.00	-	240.39
Financial Management	255.29	0.75	(14.01)	5.00	247.03
Fire	533.86	-	(6.17)	3.08	530.77
Harbor	593.50	-	2.10	-	595.60
Health and Human Services	427.78	7.00	15.74	-	450.52
Human Resources	46.00	-	(0.50)	-	45.50
Library Services	128.22	1.50	(2.30)	2.30	129.72
Parks, Recreation and Marine	445.16	-	(17.85)	(0.13)	427.18
Police	1,251.91	-	(64.53)	2.00	1,189.38
Public Works	509.70	-	28.23	8.00	545.93
Technology & Innovation	173.00	1.00	4.38	-	178.38
Water	270.39	(4.54)	(2.23)	-	263.62
TOTAL FTEs	5,648.73	9.98	(68.02)	19.47	5,608.16
CITYWIDE GENERAL FUND	2,757.23	0.42	(74.76)	11.66	2,694.55

* Personnel Changes made during the FY 20 fiscal year.

Summary of Salaries, Skill Pays and Benefits by Department

General and All Funds

Fiscal Year 2021

GENERAL FUND

Department	Salaries	Skill Pays	Benefits	Total
Mayor and Council	\$ 3,112,476	\$ 1,462	\$ 1,832,906	\$ 4,946,843
City Attorney	2,824,801	-	1,526,781	4,351,581
City Auditor	1,446,959	-	807,209	2,254,168
City Clerk	1,324,352	4,385	763,429	2,092,165
City Manager	3,026,219	-	1,684,634	4,710,853
City Prosecutor	3,708,480	9,383	2,073,708	5,791,571
Civil Service	1,530,463	2,923	904,323	2,437,709
Airport	-	-	-	-
Development Services	2,111,600	30,850	1,289,758	3,432,209
Disaster Prep & Emerg Comm	6,587,094	25,056	4,014,230	10,626,379
Economic Development	1,085,532	2,531	623,172	1,711,234
Energy Resources	-	-	-	-
Financial Management	8,744,696	17,896	5,211,610	13,974,203
Fire	45,045,802	9,624,271	39,779,837	94,449,910
Harbor	-	-	-	-
Health and Human Services	1,113,623	365	638,679	1,752,668
Human Resources	-	-	-	-
Library Services	6,810,699	7,308	3,742,346	10,560,352
Parks, Recreation and Marine	12,846,561	10,841	5,867,747	18,725,149
Police	106,181,588	11,221,231	84,843,144	202,245,962
Public Works	17,658,430	18,510	11,329,848	29,006,789
Technology & Innovation	-	-	-	-
Water	-	-	-	-
TOTAL GENERAL FUND	\$ 225,159,373	\$ 20,977,012	\$ 166,933,360	\$ 413,069,745

ALL FUNDS

Department	Salaries	Skill Pays	Benefits	Total
Mayor and Council	\$ 3,112,476	\$ 1,462	\$ 1,832,906	\$ 4,946,843
City Attorney	7,634,988	-	4,244,352	11,879,340
City Auditor	1,782,696	-	1,010,469	2,793,166
City Clerk	1,324,352	4,385	763,429	2,092,165
City Manager	4,633,577	-	2,616,121	7,249,698
City Prosecutor	3,747,393	10,231	2,098,017	5,855,641
Civil Service	1,550,871	2,923	915,237	2,469,031
Airport	8,328,923	16,913	5,046,401	13,392,237
Development Services	17,602,293	174,137	10,332,010	28,108,440
Disaster Prep & Emerg Comm	6,587,094	25,056	4,014,230	10,626,379
Economic Development	6,974,257	8,246	4,011,156	10,993,660
Energy Resources	18,352,424	364,043	11,428,341	30,144,809
Financial Management	17,832,975	117,243	11,171,442	29,121,661
Fire	49,762,122	10,098,106	42,881,345	102,741,573
Harbor	56,374,632	435,381	32,592,967	89,402,980
Health and Human Services	29,786,866	82,465	18,179,090	48,048,421
Human Resources	4,652,944	-	2,647,642	7,300,586
Library Services	7,599,538	10,231	4,055,820	11,665,590
Parks, Recreation and Marine	21,716,222	23,490	10,791,868	32,531,580
Police	111,616,306	12,082,161	89,397,056	213,095,523
Public Works	35,356,301	29,629	22,239,762	57,625,691
Technology & Innovation	16,349,422	-	9,311,148	25,660,570
Water	23,145,801	212,973	14,062,475	37,421,249
TOTAL ALL FUNDS	\$ 455,824,473	\$ 23,699,075	\$ 305,643,284	\$ 785,166,833

Summary of Budgets by Department General Fund

Fiscal Years 2019 to 2021
(Includes operating, debt service and capital improvement program)

	Actual FY 19	Adopted* FY 20	Adjusted* FY 20	Adopted* FY 21
DEPARTMENTS				
Mayor and Council	\$ 5,603,292	\$ 5,813,629	\$ 5,802,726	\$ 5,645,680
City Attorney	2,381,239	3,364,736	3,364,736	2,963,297
City Auditor	2,319,472	2,625,575	2,955,393	2,591,904
City Clerk	3,572,881	3,894,851	4,232,701	5,114,794
City Manager	5,050,869	4,850,462	5,381,447	6,164,671
City Prosecutor	5,566,586	5,988,877	6,407,408	5,882,328
Civil Service	2,825,270	3,015,522	3,024,262	2,919,307
Development Services	4,973,065	4,931,943	4,980,381	5,067,659
Disaster Prep and Emergency Com	12,178,732	12,739,724	12,812,423	12,596,230
Economic Development	20,934,813	3,675,983	12,474,420	4,154,480
Financial Management	15,580,954	18,788,630	19,201,482	18,368,814
Interfund and Non-Operating ⁽¹⁾	87,899,720	46,214,936	56,773,659	36,001,370
Police and Fire Pension Plan	1,083,838	967,749	967,749	1,042,083
Fire	97,589,087	101,522,932	104,300,602	107,712,258
Health and Human Services	3,318,383	3,402,660	3,946,308	4,886,800
Library Services	14,567,661	14,295,119	14,303,447	14,349,519
Parks, Recreation and Marine	35,879,646	35,186,609	36,862,245	36,164,940
Police	238,429,093	243,820,542	254,117,663	247,102,849
Public Works	41,618,563	40,656,484	42,165,841	40,556,203
TOTAL	\$601,373,164	\$555,756,962	\$594,074,893	\$559,285,185

Full-Time Equivalent Employees	2,742.34	2,757.23	2,757.23	2,694.55
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	Adopted* FY 20	Adjusted* FY 20	Adopted* FY 21
General Fund by Character			
Salaries, Wages and Benefits	\$426,037,530	\$435,436,530	\$420,795,208
Materials, Supplies and Services	46,330,580	66,730,968	47,192,779
Capital Purchases	169,111	898,617	169,111
Debt Service	512,000	512,000	512,000
Transfers To Other Funds	34,347,636	40,619,465	32,248,257
Intrafund Transfer Out	-	1,517,389	-
Purchase of Gas & Water	1,000	1,000	1,000
Insurance Premiums and Losses	1,270	1,270	1,270
Depreciation and Non Cash Expenditures	-	-	-
Subtotal	\$507,399,127	\$545,717,239	\$500,919,625
Internal Support	48,357,835	48,357,655	58,365,560
TOTAL GENERAL FUND	\$555,756,962	\$594,074,893	\$559,285,185

⁽¹⁾ Interfund and Non-Operating include pass through transactions and debt service payments.

* Amounts exclude all-years carryover.

** As a result of the conversion to Munis, there are outstanding technical adjustments to departmental appropriation that will be processed later in the fiscal year and bring all departments within appropriation limits by fiscal year-end.

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Note: The Adjusted Budget numbers has data as of 8/30/20.

General Fund Revenues

TOP 40 GENERAL FUND REVENUES	Adopted FY 20	Adopted FY 21
1 REAL PROPERTY TAX	\$125,442,102	\$133,679,752
2 CITY SALES AND USE TAX	\$64,676,195	\$66,739,189
3 TRANSACTION AND USE SALES TAX-MEASURE A	\$59,724,959	\$62,688,149
4 PROPERTY TAX IN-LIEU OF VLF	\$53,041,402	\$56,163,462
5 TRANSFERS FROM OTHER FUNDS	\$23,382,496	\$22,212,528
6 ELECTRIC USERS TAX & PENALTIES	\$20,566,947	\$20,566,947
7 PARKING CITATIONS	\$19,287,802	\$17,978,399
8 EMERGENCY AMBULANCE FEES	\$14,743,931	\$16,901,931
9 TRANSIENT OCCUPANCY TAX	\$22,989,165	\$15,546,633
10 CHARGES FOR SPECIAL SERVICES	\$13,735,521	\$14,025,613
11 BUSINESS LICENSE TAXES	\$12,457,000	\$12,732,000
12 OTHER DEPT SVCS TO PROPRIETARY FUNDS	\$9,446,165	\$12,539,536
13 MARIJUANA COLLECTV APPLICATION FEE	\$4,000,000	\$8,055,050
14 ELECTRIC COMPANY FRANCHISES	\$7,310,161	\$7,062,088
15 PIPELINE FEE-WATER	\$6,426,100	\$6,618,883
16 LAND,BLDG,R/W,EASEMENT,APT RENTALS	\$5,093,021	\$5,274,783
17 TELEPHONE USERS TAX & PENALTIES	\$7,185,728	\$5,090,406
18 PIPELINE FEE-SEWER	\$4,926,597	\$5,074,395
19 GAS USERS TAX & PENALTIES	\$3,961,177	\$4,899,347
20 AMERICAN GOLF LEASE	\$4,755,119	\$4,800,000
21 WATER USERS TAX & PENALTIES	\$4,273,226	\$4,423,179
22 INTEREST-POOLED CASH	\$3,543,950	\$3,690,000
23 PIPELINE SAFETY FEES	\$3,001,760	\$3,144,554
24 HAULER FEES	\$3,000,000	\$3,000,000
25 MISC REFUNDS & REIMB	\$2,943,065	\$2,937,780
26 OTHER DEPT CHGS TO GOVT'L FUNDS	\$1,830,983	\$2,480,766
27 ASSET MANAGEMENT CHARGES	\$2,429,660	\$2,479,379
28 REAL PROPERTY TRANSFER TAX	\$2,303,228	\$2,292,084
29 PIPELINE FRANCHISES	\$2,548,376	\$2,178,810
30 HARBOR-POLICE	\$2,544,783	\$2,104,656
31 MISC REVENUE FROM OTHER AGENCIES	\$2,289,046	\$1,978,643
32 FIRE INSPECTION FEES	\$1,124,000	\$1,781,767
33 POLICE CHARGES FOR SPECIAL EVENTS	\$1,750,000	\$1,750,000
34 FIRST RESPONDER FEE	\$2,271,618	\$1,689,276
35 EXCAVATION PERMITS	\$836,701	\$1,645,681
36 OIL PRODUCTION TAX	\$1,488,093	\$1,508,358
37 METERED/OTHER PARKING	\$1,600,000	\$1,500,000
38 EL DORADO PARK FEES	\$1,232,205	\$1,402,705
39 PARKING REVENUES FROM OPERATIONS	\$1,427,000	\$1,397,372
40 OTHER GOVT FUND-PUBLIC SERVICE	\$1,670,664	\$1,380,000
 SUBTOTAL TOP 40 GENERAL FUND REVENUES	 527,259,948	 543,414,099
 SUBTOTAL ALL OTHER REVENUES	 \$24,376,220	 \$20,369,216
 TOTAL	 \$551,636,168	 \$563,783,315

Summary of Resources & Expenditures by Fund*

Fiscal Year 2021

	Estimated Funds Available 10/1/2020	Total Revenues	Release of Reservations**	Cancelled Carryover***	Total Resources
GENERAL FUNDS					
General	\$ -	\$ 563,783,315	\$ -	\$ -	\$ 563,783,315
Uplands Oil	-	8,030,005	-	-	8,030,005
Total	\$ -	\$ 571,813,320	\$ -	\$ -	\$ 571,813,320
SPECIAL REVENUE FUNDS					
General Grants	***	\$ 7,909,220	\$ -	\$ -	\$ 7,909,220
Police & Fire Public Safety Oil Prod Act	196,145	3,318,387	-	-	3,514,532
Health	***	59,981,745	-	-	59,981,745
CUPA	801,261	1,866,016	-	-	2,667,277
Special Advertising & Promotion	2,446,764	8,071,102	-	-	10,517,867
Housing Development	31,552,201	3,436,465	-	-	34,988,666
Belmont Shore Parking Meter	177,486	783,243	-	-	960,729
Business Assistance	782,840	728,199	-	-	1,511,039
Community Development Grants	20,227,080	18,623,074	-	-	38,850,154
Housing Authority	7,969,151	92,215,718	-	-	100,184,869
Gasoline Tax Street Improvement	3,205,394	10,588,659	-	-	13,794,053
Total	\$ 67,358,323	\$ 207,521,828	\$ -	\$ -	\$ 274,880,152
CAPITAL PROJECTS FUNDS					
Capital Projects	\$ 163,413,782	\$ 114,894,537	\$ -	\$ -	\$ 278,308,319
Successor Agency Operations	47,378,876	4,219,567	-	-	51,598,443
Total	\$ 210,792,659	\$ 119,114,104	\$ -	\$ -	\$ 329,906,763
INTERNAL SERVICE FUNDS					
Civic Center	\$ (8,410,036)	\$ 23,035,567	\$ -	\$ -	\$ 14,625,531
General Services	216,938	61,981,249	2,340,000	-	64,538,187
Fleet Services	(6,517,043)	47,943,347	-	-	41,426,304
Insurance	(1,094,146)	60,194,854	-	-	59,100,708
Employee Benefits	114,608,699	338,855,575	-	-	453,464,274
Total	\$ 98,804,412	\$ 532,010,592	\$ 2,340,000	\$ -	\$ 633,155,004
TIDELANDS FUNDS					
Tidelands Operations	***	\$ 87,547,840	\$ 899,783	\$ -	\$ 88,447,623
Tidelands Area	***	27,280,625	-	-	27,280,625
Tidelands Oil Revenue	6,106,991	89,209,421	-	-	95,316,412
Reserve For Subsidence	-	1,480,000	-	-	1,480,000
Total	\$ 6,106,991	\$ 205,517,886	\$ 899,783	\$ -	\$ 212,524,660
ENTERPRISE FUNDS					
Development Services	\$ 24,634,971	\$ 24,763,271	\$ -	\$ -	\$ 49,398,242
Gas	32,741,236	142,056,226	-	-	174,797,461
Gas Prepay	-	-	-	-	-
Water	11,704,517	136,253,165	-	-	147,957,682
Sewer	11,947,544	18,631,083	-	-	30,578,627
Airport	58,741,842	47,229,263	-	-	105,971,105
Refuse/Recycling	9,255,992	49,984,579	-	-	59,240,571
SERRF	13,956,538	40,502,000	-	-	54,458,538
SERRF JPA	-	-	-	-	-
Towing	(74,175)	6,845,982	-	-	6,771,807
Harbor	438,046,706	434,522,425	-	-	872,569,132
Total	\$ 600,955,171	\$ 900,787,995	\$ -	\$ -	\$ 1,501,743,166
DEBT SERVICE FUNDS					
Debt Service Fund	\$ 0	\$ 6,900,861	\$ 1,258,835	\$ -	\$ 8,159,695
Successor Agency - Debt Service	0	30,162,041	-	-	30,162,041
Total	\$ 0	\$ 37,062,902	\$ 1,258,835	\$ -	\$ 38,321,736
TOTAL	\$ 984,017,555	\$ 2,573,828,626	\$ 4,498,618	\$ -	\$ 3,562,344,799

* The funds listed in the City's Comprehensive Annual Financial Report (CAFR) vary from the Budget Book because of different categorizations.

** Release of Reservations represents the making available of restricted funds reservations as prescribed expenditures are incurred.

(1) Excludes the General Fund Emergency Reserve and other Restricted Reserves.

(2) Due to new financial system stabilization, carryover appropriations have not yet been fully analyzed and corrected. As a result budgetary funds available information is not available at this time.

(3) For more information on the negative ending funds available please visit the Funds Summaries section of the book.

Operating Expenditures	Capital Improvement Expenditures	Debt Service	Total Expenditures	Additions to Reservations****	Estimated Funds Available 9/30/2021	
\$ 558,773,185	\$ -	\$ 512,000	\$ 559,285,185	\$ 12,704,780	\$ -	(1)
8,029,761	-	-	8,029,761	-	-	(1)
\$ 566,802,945	\$ -	\$ 512,000	\$ 567,314,945	\$ 12,704,780	\$ -	
\$ 8,068,290	\$ -	\$ -	\$ 8,068,290	\$ -	***	(2)
3,318,387	-	-	3,318,387	-	196,145	
58,700,024	-	-	58,700,024	-	***	(2)
2,410,787	-	-	2,410,787	-	256,490	
10,991,372	-	-	10,991,372	-	(473,505)	(3)
3,727,605	-	-	3,727,605	-	31,261,061	
587,500	-	200,000	787,500	-	173,229	
731,848	-	-	731,848	-	779,191	
19,262,313	-	-	19,262,313	-	19,587,841	
93,904,996	-	-	93,904,996	-	6,279,874	
(1,360,635)	11,000,000	-	9,639,365	-	4,154,687	
\$ 200,342,487	\$ 11,000,000	\$ 200,000	\$ 211,542,487	\$ -	\$ 62,215,014	
\$ 74,737,477	\$ 39,168,605	\$ -	\$ 113,906,082	\$ -	\$ 164,402,238	
4,222,220	-	-	4,222,220	-	47,376,223	
\$ 78,959,697	\$ 39,168,605	\$ -	\$ 118,128,302	\$ -	\$ 211,778,460	
\$ 11,972,985	\$ 100,000	\$ 10,649,114	\$ 22,722,099	\$ -	\$ (8,096,568)	(3)
53,047,736	-	9,547,410	62,595,146	-	1,943,041	
42,537,649	-	2,322,839	44,860,488	1,062,137	(4,496,321)	(3)
57,461,744	-	-	57,461,744	-	1,638,964	
337,842,803	-	597,952	338,440,755	-	115,023,519	
\$ 502,862,917	\$ 100,000	\$ 23,117,315	\$ 526,080,232	\$ 1,062,137	\$ 106,012,635	
\$ 89,619,628	\$ -	\$ -	\$ 89,619,628	-	***	(2)
17,214,576	-	9,562,574	26,777,150	-	***	(2)
86,180,079	-	-	86,180,079	-	9,136,333	
-	-	-	-	1,480,000	-	
\$ 193,014,284	\$ -	\$ 9,562,574	\$ 202,576,858	\$ 1,480,000	\$ 9,136,333	
\$ 27,586,744	\$ -	\$ -	\$ 27,586,744	\$ -	\$ 21,811,498	
86,570,927	11,050,000	44,683,164	142,304,091	-	32,493,370	
-	-	-	-	-	-	
106,161,755	24,815,834	5,822,014	136,799,603	-	11,158,079	
16,916,067	6,287,094	585,800	23,788,961	-	6,789,666	
35,379,803	1,000,000	9,222,009	45,601,812	-	60,369,294	
54,284,256	-	-	54,284,256	-	4,956,315	
42,176,170	-	-	42,176,170	-	12,282,369	
-	-	-	-	-	-	
6,806,146	-	-	6,806,146	-	(34,339)	(3)
295,455,920	382,008,000	-	677,463,920	-	195,105,212	
\$ 671,337,787	\$ 425,160,928	\$ 60,312,987	\$ 1,156,811,702	\$ -	\$ 344,931,464	
\$ 8,159,695	\$ -	\$ -	\$ 8,159,695	-	\$ -	
-	-	26,369,058	26,369,058	3,792,983	-	
\$ 8,159,695	\$ -	\$ 26,369,058	\$ 34,528,753	\$ 3,792,983	\$ -	
\$ 2,221,479,812	\$ 475,429,533	\$ 120,073,934	\$ 2,816,983,279	\$ 19,039,900	\$ 734,073,906	

*** Cancelled Prior Year Carryover Exp/(Rev) represents funds that become available from previously budgeted prior year grants/projects once a grant/project is completed or cancelled.

**** Additions to Reservations represents the setting aside of restricted funds reservations when received and also includes reservations for funds to be used for subsequent years' appropriations or current expenses to be paid in future years. For the General Fund, this includes Measure A planned uses, Measure M litigation set aside, negotiated raises not included due to timing, and Measure B stabilization Fund.

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Comparison of Revenues by Fund

Fiscal Years 2019 to 2021

	Actual FY 19	Adopted* FY 20	Adjusted* FY 20	Adopted* FY 21
GENERAL FUNDS				
General	\$ 588,471,577	\$ 551,636,168	\$ 552,548,295	\$ 563,783,315
Uplands Oil	14,926,429	12,239,561	12,239,561	8,030,005
Total	\$ 603,398,006	\$ 563,875,729	\$ 564,787,857	\$ 571,813,320
SPECIAL FUNDS				
General Grants	\$ 20,423,813	\$ 8,270,350	\$ 14,138,035	\$ 7,909,220
Police & Fire Pub Sfty Oil Prod Act	3,267,007	3,154,508	3,154,508	3,318,387
Health	52,625,174	55,891,966	66,771,438	59,981,745
CUPA	1,778,799	1,840,440	1,840,440	1,866,016
Special Advertising & Promotion	13,160,867	11,822,139	11,822,139	8,071,102
Housing Development	8,901,562	4,199,212	4,199,212	3,436,465
Belmont Shore Parking Meter	801,981	783,243	783,243	783,243
Business Assistance	341,011	728,199	728,199	728,199
Community Development Grants	15,619,291	20,868,489	14,272,930	18,623,074
Housing Authority	91,699,983	92,215,718	93,726,752	92,215,718
Gasoline Tax Street Improvement	10,275,159	12,406,345	12,406,345	10,588,659
Total	\$ 218,894,647	\$ 212,180,609	\$ 223,843,241	\$ 207,521,828
CAPITAL FUNDS				
Capital Projects	\$ 145,672,261	\$ 126,015,122	\$ 132,455,796	\$ 114,894,537
Successor Agency Operations	3,904,637	4,219,567	4,219,567	4,219,567
Total	\$ 149,576,898	\$ 130,234,689	\$ 136,675,363	\$ 119,114,104
INTERNAL SERVICE FUNDS				
Civic Center	\$ 34,384,777	\$ 21,281,180	\$ 21,331,180	\$ 23,035,567
General Services	66,636,080	55,356,557	57,313,963	61,981,249
Fleet Services	47,941,617	46,139,112	46,299,112	47,943,347
Insurance	44,479,695	49,527,973	49,527,973	60,194,854
Employee Benefits	282,991,802	328,470,018	328,470,018	338,855,575
Total	\$ 476,433,971	\$ 500,774,839	\$ 502,942,245	\$ 532,010,592
TIDELANDS FUNDS				
Tidelands Operating	\$ 101,595,830	\$ 92,156,849	\$ 94,878,744	\$ 87,547,840
Tidelands Area Funds	31,313,749	24,882,139	25,032,139	27,280,625
Tideland Oil Revenue	117,527,836	89,209,421	89,209,421	89,209,421
Reserve For Subsidence	3,706,383	1,480,000	1,480,000	1,480,000
Total	\$ 254,143,797	\$ 207,728,408	\$ 210,600,304	\$ 205,517,886
ENTERPRISE FUNDS				
Development Services	\$ 31,914,918	\$ 26,263,271	\$ 26,263,271	\$ 24,763,271
Gas	136,016,223	132,156,226	132,156,226	142,056,226
Water	132,991,313	128,343,732	128,343,732	136,253,165
Sewer	20,868,213	18,879,188	18,879,188	18,631,083
Airport	74,505,065	55,650,394	95,285,621	47,229,263
Refuse/Recycling	45,842,540	49,984,236	49,984,236	49,984,579
SERRF	35,973,550	35,950,000	35,950,000	40,502,000
SERRF JPA	9,953,838	-	-	-
Towing	5,910,858	6,210,000	6,210,000	6,845,982
Harbor	335,046,422	545,843,198	548,670,698	434,522,425
Total	\$ 829,022,942	\$ 999,280,245	\$ 1,041,742,972	\$ 900,787,995
DEBT SERVICE FUNDS				
Debt Service	\$ 20,711,915	\$ 6,900,861	\$ 6,900,861	\$ 6,900,861
Successor Agency - Debt Service	27,164,195	30,162,041	30,162,041	30,162,041
Total	\$ 47,876,111	\$ 37,062,902	\$ 37,062,902	\$ 37,062,902
TOTAL	\$ 2,579,346,372	\$ 2,651,137,422	\$ 2,717,654,884	\$ 2,573,828,626

* Amounts exclude all-years carryover.

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Note: The Adjusted Budget numbers has data as of 8/30/20.

Comparison of Expenditures by Fund Fiscal Years 2019 to 2021

		Actual FY 19	Adopted* FY 20	Adjusted* FY 20	Adopted* FY 21
GENERAL FUNDS					
General	\$	601,373,164	\$ 555,756,962	\$ 594,074,893	\$ 559,285,185
Uplands Oil		14,047,786	12,092,880	12,315,272	8,029,761
Total	\$	615,420,950	\$ 567,849,842	\$ 606,390,165	\$ 567,314,945
SPECIAL FUNDS					
General Grants	\$	19,011,710	\$ 8,395,350	\$ 33,861,288	\$ 8,068,290
Police & Fire Pub Sfty Oil Prod Act		3,316,641	3,154,508	3,154,508	3,318,387
Health		51,444,991	56,267,692	105,470,813	58,700,024
CUPA		2,082,294	2,257,390	2,269,346	2,410,787
Special Advertising & Promotion		13,606,432	13,005,340	14,336,700	10,991,372
Housing Development		8,516,237	4,340,782	11,198,803	3,727,605
Belmont Shore Parking Meter		771,373	783,243	786,791	787,500
Business Assistance		301,332	728,199	3,007,239	731,848
Community Development Grants		15,975,641	21,557,862	49,168,801	19,262,313
Housing Authority		89,973,045	93,816,773	97,700,404	93,904,996
Gasoline Tax Street Improvement		13,923,544	10,139,365	20,696,301	9,639,365
Total	\$	218,923,239	\$ 214,446,503	\$ 341,650,994	\$ 211,542,487
CAPITAL FUNDS					
Capital Projects	\$	112,341,352	\$ 126,126,667	\$ 283,301,846	\$ 113,906,082
Successor Agency Operations		12,040,107	4,177,861	26,808,239	4,222,220
Total	\$	124,381,459	\$ 130,304,528	\$ 310,110,085	\$ 118,128,302
INTERNAL SERVICE FUNDS					
Civic Center	\$	39,224,219	\$ 21,429,122	\$ 37,153,870	\$ 22,722,099
General Services		80,517,722	58,999,828	98,247,684	62,595,146
Fleet Services		43,740,757	45,115,340	55,132,503	44,860,488
Insurance		63,468,178	49,375,529	50,836,114	57,461,744
Employee Benefits		302,115,952	328,018,493	328,605,616	338,440,755
Total	\$	529,066,828	\$ 502,938,311	\$ 569,975,787	\$ 526,080,232
TIDELANDS FUNDS					
Tidelands Operating	\$	97,322,468	\$ 92,592,947	\$ 207,438,420	\$ 89,619,628
Tidelands Area Funds		29,910,066	25,910,746	45,572,428	26,777,150
Tideland Oil Revenue		111,094,278	88,789,241	88,806,085	86,180,079
Reserve For Subsidence		29	-	-	-
Total	\$	238,326,842	\$ 207,292,934	\$ 341,816,934	\$ 202,576,858
ENTERPRISE FUNDS					
Development Services	\$	27,641,502	\$ 27,969,984	\$ 31,910,507	\$ 27,586,744
Gas		132,165,873	133,322,074	143,766,490	142,304,091
Water		120,903,863	134,856,884	146,070,021	136,799,603
Sewer		20,797,010	21,395,340	29,268,799	23,788,961
Airport		64,044,225	50,810,689	117,710,239	45,601,812
Refuse/Recycling		49,915,393	52,350,749	52,660,964	54,284,256
SERRF		51,518,587	42,895,016	42,895,016	42,176,170
SERRF JPA		10,979,994	-	-	-
Towing		6,057,087	6,341,727	6,360,917	6,806,146
Harbor		358,233,615	677,463,920	1,746,187,078	649,329,439
Total	\$	842,257,149	\$ 1,147,406,383	\$ 2,316,830,031	\$ 1,128,677,220
DEBT SERVICE FUNDS					
Debt Service	\$	11,365,487	\$ 8,159,695	\$ 8,159,695	\$ 8,159,695
Successor Agency - Debt Service		26,502,526	26,369,058	26,606,058	26,369,058
Total	\$	37,868,013	\$ 34,528,753	\$ 34,765,753	\$ 34,528,753
TOTAL	\$	2,606,244,480	\$ 2,804,767,253	\$ 4,521,539,750	\$ 2,788,848,798

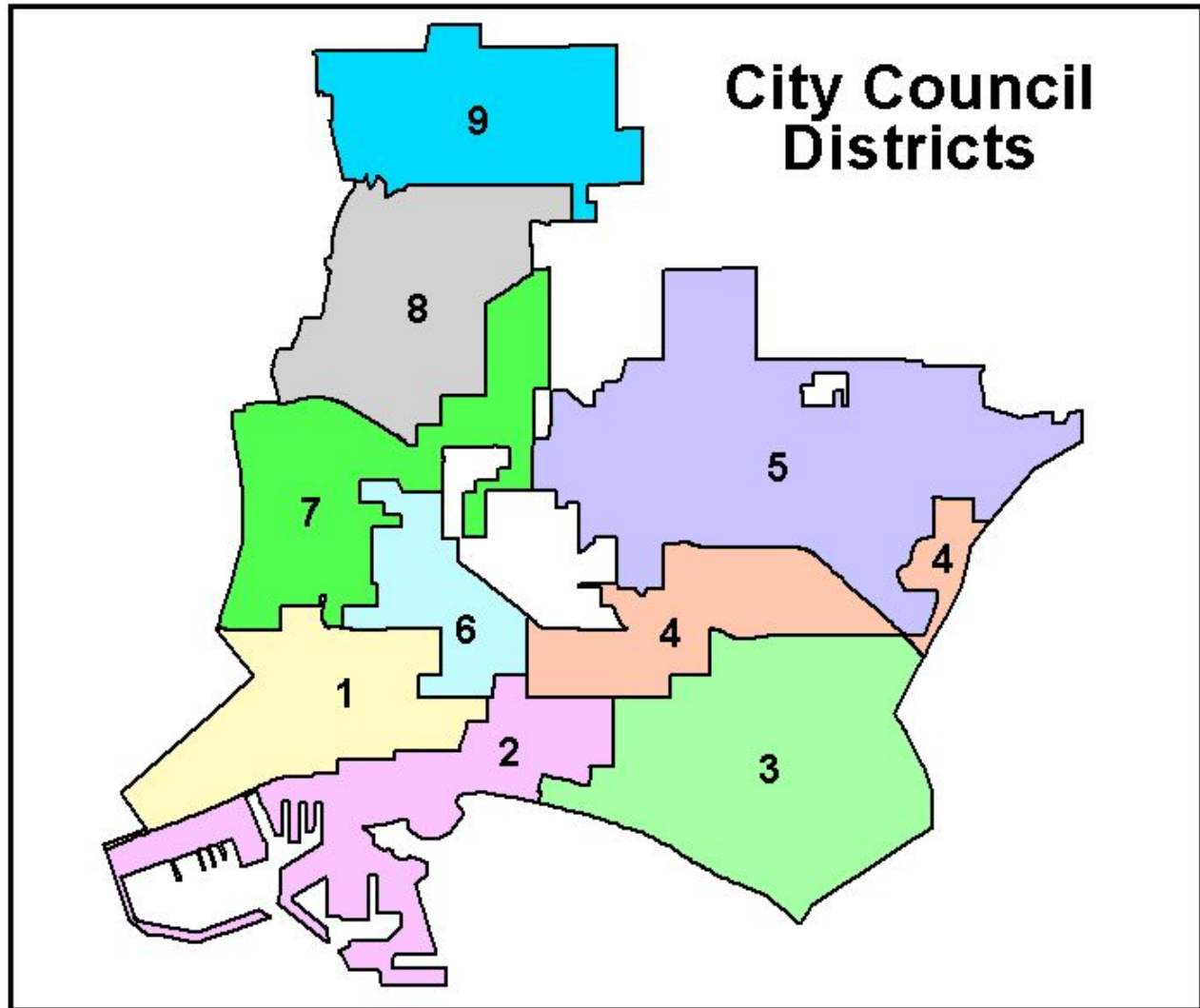
* Amounts exclude all-years carryover.

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Note: The Adjusted Budget numbers has data as of 8/30/20.



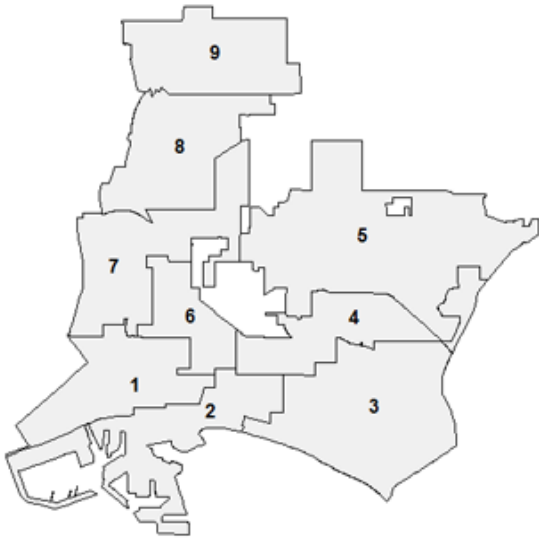
Mayor and City Council



Mission Statement

To develop policy and legislative actions that provide a safe, healthy environment and a high quality of life for those who live, learn, work in and visit the City of Long Beach.

Office of the Mayor



Mayor Robert Garcia

Population 462,257
(Based on 2010 Census)

City Hall Phone: (562) 570-6801

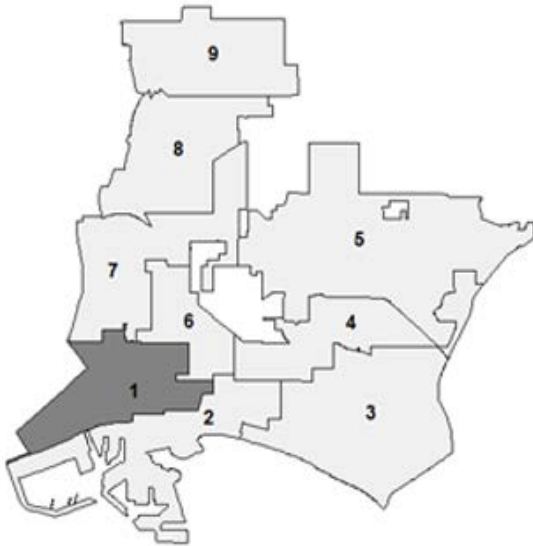
	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	652,327	672,388	672,388	686,374
Employee Benefits	364,296	424,527	424,527	426,877
Overtime	-	-	-	-
Materials, Supplies and Services	104,189	33,113	33,113	33,113
Interfund Support	142,370	94,551	94,551	75,925
Capital Purchases	-	-	-	-
Operating Transfers	-	-	-	-
Total Expenditures	1,263,182	1,224,579	1,224,579	1,222,289
Personnel (Full-time Equivalents)	8.00	8.00	8.00	8.00

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Council District 1



Councilmember Mary Zendejas

District Population 49,117
(Based on 2010 Census)

City Hall Phone: (562) 570-6919

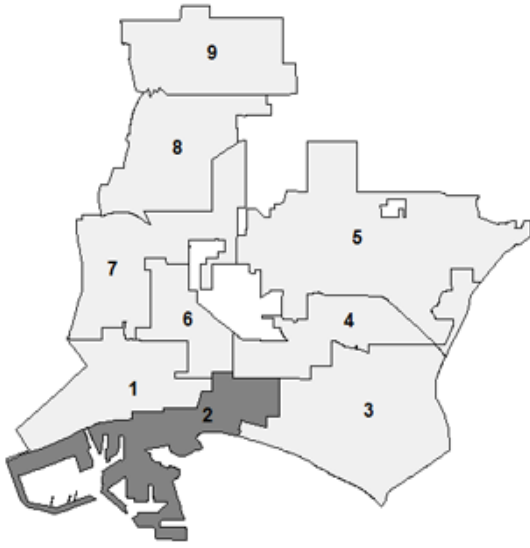
	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	241,689	235,082	235,082	220,054
Employee Benefits	162,753	176,828	176,828	152,013
Overtime	-	-	-	-
Materials, Supplies and Services	23,289	16,350	16,350	31,526
Interfund Support	64,914	43,140	43,140	51,799
Capital Purchases	-	-	-	-
Total Expenditures	492,645	471,400	471,400	455,393
Personnel (Full-time Equivalents)	4.00	4.00	4.00	4.50

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

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Council District 2



Councilwoman Cindy Allen

District Population 51,218
(Based on 2010 Census)

City Hall Phone: (562) 570-2222

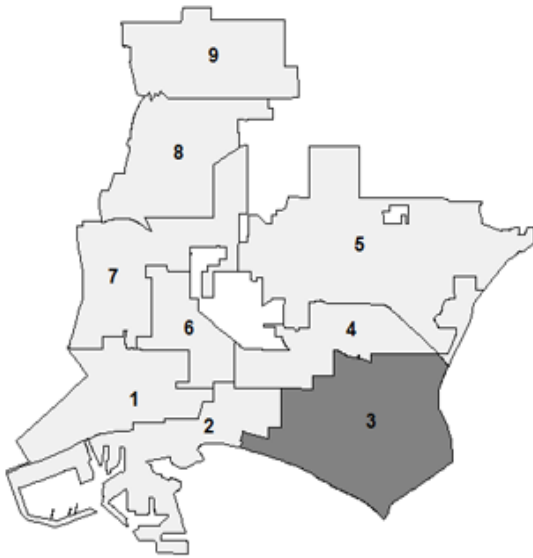
	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	196,542	198,693	198,693	195,192
Employee Benefits	143,355	171,884	171,884	150,737
Overtime	-	-	-	-
Materials, Supplies and Services	24,782	45,561	45,561	51,783
Interfund Support	74,197	55,262	55,262	57,681
Capital Purchases	-	-	-	-
Total Expenditures	438,876	471,400	471,400	455,393
Personnel (Full-time Equivalents)	5.00	5.00	5.00	4.00

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

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Council District 3



Councilwoman Suzie Price

District Population 52,320
(Based on 2010 Census)

City Hall Phone: (562) 570-6300

Field Office Phone: (562) 570-8756

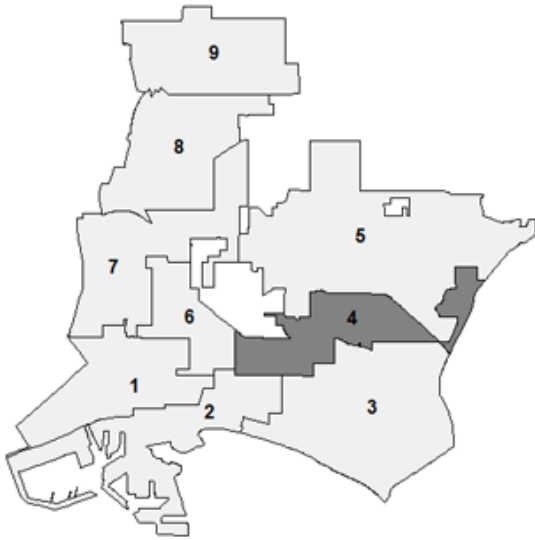
	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	239,672	256,112	256,112	239,719
Employee Benefits	141,000	159,325	159,325	156,502
Overtime	-	-	-	-
Materials, Supplies and Services	44,282	10,810	10,810	10,810
Interfund Support	68,822	45,153	45,153	48,361
Intrafund Support	493	-	-	-
Capital Purchases	-	-	-	-
Total Expenditures	494,270	471,400	471,400	455,393
Personnel (Full-time Equivalents)	4.96	4.96	4.96	4.95

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

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Council District 4



Councilmember Daryl Supernaw

District Population 51,456
(Based on 2010 Census)

City Hall Phone: (562) 570-4444

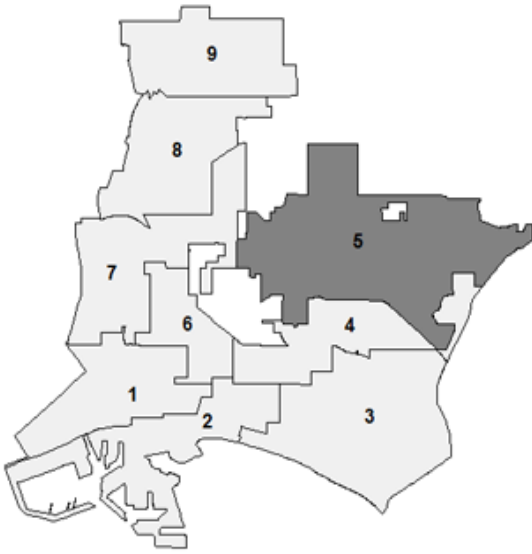
	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	96,149	265,057	265,057	231,456
Employee Benefits	82,727	153,096	153,096	151,847
Overtime	-	-	-	-
Materials, Supplies and Services	10,108	9,900	9,900	25,243
Interfund Support	56,313	43,348	43,348	46,847
Capital Purchases	-	-	-	-
Total Expenditures	245,296	471,400	471,400	455,393
Personnel (Full-time Equivalents)	5.00	5.00	5.00	5.00

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**Adjusted Budget as of August 31, 2020

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Council District 5



Councilwoman Stacy Mungo

District Population 49,852
(Based on 2010 Census)

City Hall Phone: (562) 570-5555

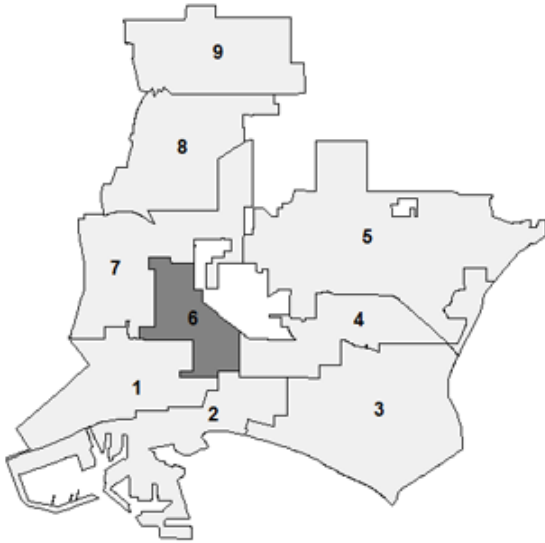
	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
	-----	-----	-----	-----
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	217,005	228,260	228,260	245,140
Employee Benefits	135,781	180,982	180,982	134,550
Overtime	-	-	-	-
Materials, Supplies and Services	5,131	15,496	15,496	23,982
Interfund Support	64,028	46,662	46,662	51,721
Capital Purchases	-	-	-	-
	-----	-----	-----	-----
Total Expenditures	421,945	471,400	471,400	455,393
Personnel (Full-time Equivalents)	4.75	4.75	4.75	4.38

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

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Council District 6



Councilwoman Suely Saro

District Population 49,444
(Based on 2010 Census)

City Hall Phone: (562) 570-6816

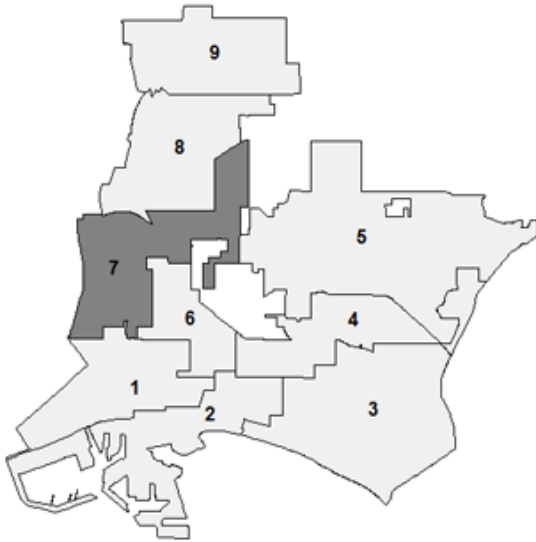
	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	208,606	213,637	213,637	227,407
Employee Benefits	133,743	147,106	147,106	143,026
Overtime	-	-	-	-
Materials, Supplies and Services	13,576	43,217	43,217	19,471
Interfund Support	74,280	67,441	67,441	65,489
Capital Purchases	-	-	-	-
Total Expenditures	430,205	471,400	471,400	455,393
Personnel (Full-time Equivalents)	4.63	4.63	4.63	5.00

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** Adjusted Budget as of August 31, 2020

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Council District 7



Councilmember Roberto Uranga

District Population 52,013
(Based on 2010 Census)

City Hall Phone: (562) 570-7777

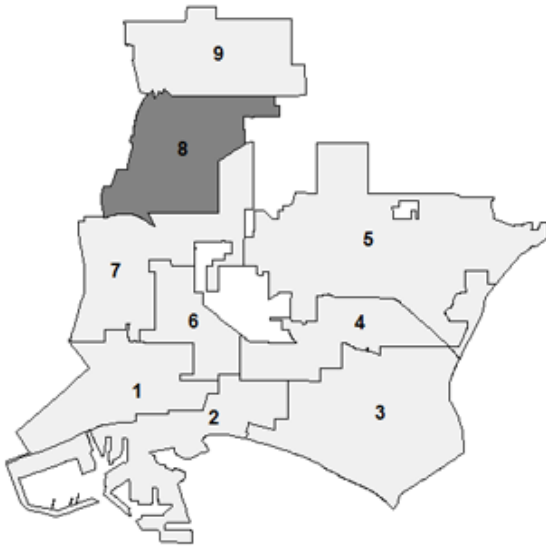
	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
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Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	225,766	234,713	234,713	232,707
Employee Benefits	148,018	157,006	157,006	148,615
Overtime	-	-	-	-
Materials, Supplies and Services	29,835	24,207	24,207	17,849
Interfund Support	72,646	55,474	55,474	56,221
Capital Purchases	-	-	-	-
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Total Expenditures	476,265	471,400	471,400	455,393
Personnel (Full-time Equivalents)	4.88	4.88	4.88	4.88

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

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Council District 8



Councilman Al Austin

District Population 53,009
(Based on 2010 Census)

City Hall Phone: (562) 570-6685

Field Office Phone: (562) 570-1326

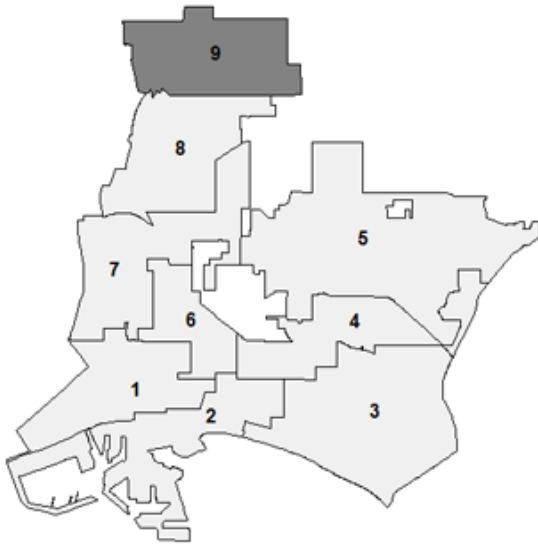
	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	241,552	246,260	246,260	228,864
Employee Benefits	164,458	175,730	175,730	165,434
Overtime	-	-	-	-
Materials, Supplies and Services	11,813	8,347	8,347	10,340
Interfund Support	65,064	41,062	41,062	50,754
Capital Purchases	-	-	-	-
Total Expenditures	482,887	471,400	471,400	455,393
Personnel (Full-time Equivalents)	4.50	4.40	4.40	4.40

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Council District 9



Vice Mayor Rex Richardson

District Population 53,828
(Based on 2010 Census)

City Hall Phone: (562) 570-6137

Field Office Phone: (562) 570-3319

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	233,601	233,714	233,714	218,858
Employee Benefits	152,695	167,934	167,934	148,765
Overtime	815	-	-	-
Materials, Supplies and Services	38,486	26,650	15,747	39,129
Interfund Support	64,783	43,102	43,102	48,641
Intrafund Support	216	-	-	-
Capital Purchases	-	-	-	-
Total Expenditures	490,595	471,400	460,498	455,393
Personnel (Full-time Equivalents)	4.50	4.50	4.50	4.50

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Legislative Department Administration

The Legislative Department Administration Bureau provides administrative support to the Mayor's Office and all nine Council Districts. Contractual services, citywide community meetings, office equipment and supplies for the Mayor's Office and all Council Districts are provided through the Administration Bureau.

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Other Taxes	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
	-----	-----	-----	-----
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	164,011	176,749	176,749	164,495
Employee Benefits	127,436	94,404	94,404	96,126
Overtime	-	-	-	-
Materials, Supplies and Services	(4,402)	52,650	52,650	52,650
Interfund Support	80,080	22,644	22,644	11,585
Capital Purchases	-	-	-	-
	-----	-----	-----	-----
Total Expenditures	367,126	346,446	346,446	324,856
Personnel (Full-time Equivalents)	2.00	2.00	2.00	2.00

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
	-----	-----	-----	-----
Total Revenues	-	-	-	-
Expenditures:				
Salaries and Wages	2,716,920	2,960,664	2,960,664	2,890,265
Employee Benefits	1,756,262	2,008,821	2,008,821	1,874,491
Overtime	815	-	-	-
Materials, Supplies and Services	301,089	286,303	275,400	315,897
Interfund Support	827,497	557,841	557,841	565,027
Intrafund Support	709	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	-	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
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Total Expenditures	5,603,292	5,813,629	5,802,726	5,645,680
Personnel (Full-time Equivalents)	52.22	52.12	52.12	51.61

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
City Mayor	1.00	1.00	1.00	153,737	158,399
Administrative Aide I	1.00	1.00	-	59,188	-
Administrative Aide II	1.00	1.00	-	62,834	-
Administrative Analyst II	3.00	3.00	3.00	256,951	263,752
Administrative Intern-NC/H32	0.30	0.30	-	8,743	-
Administrative Intern-NC/H36	-	-	1.00	-	33,194
Administrative Intern-NC/H38	1.00	1.00	1.00	37,000	36,996
Administrative Intern-NC/H43	0.70	0.70	-	34,172	-
Administrative Intern-NC/H44	0.75	0.75	-	38,480	-
Assistant Administrative Analyst I	-	1.00	-	58,287	-
Chief of Staff-Council	9.00	9.00	9.00	788,318	744,451
Chief of Staff-Mayor	1.00	1.00	1.00	148,739	185,076
City Council Member	9.00	9.00	9.00	345,950	356,397
Clerk Typist I	1.00	-	-	-	-
Clerk Typist II	1.00	1.00	-	45,433	-
Clerk Typist IV	-	-	1.00	-	47,402
Communication Specialist I	1.00	1.00	-	64,621	-
Innovation Deputy *	1.00	1.00	1.00	116,782	116,782
Legislative Aide	-	-	2.00	-	91,999
Legislative Assistant	16.50	16.40	18.40	762,043	903,661
Legislative Assistant-NC	3.97	3.97	4.21	163,288	175,829
Subtotal Salaries	52.22	52.12	51.61	3,144,565	3,113,937
Overtime	-	-	-	-	-
Fringe Benefits	-	-	-	1,941,781	1,807,532
Administrative Overhead	-	-	-	67,040	66,959
Attrition/Salary Savings	-	-	-	(99,342)	(99,342)
Expenditure Transfer	-	-	-	(84,558)	(49,558)
Total	52.22	52.12	51.61	4,969,486	4,839,528

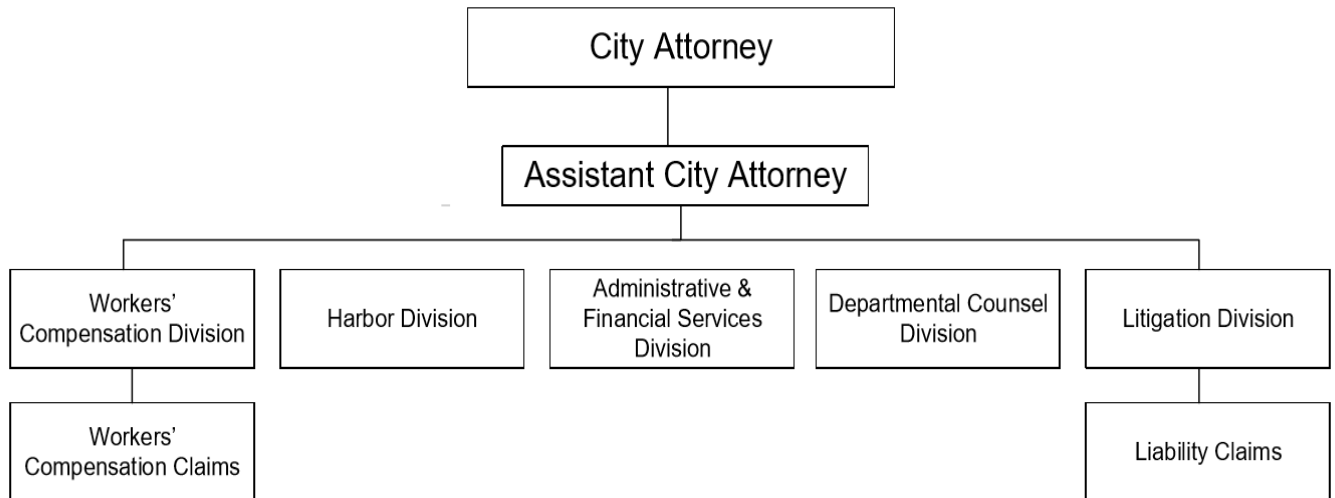
*Position was funded by the Bloomberg Innovation Team Grant in FY 18. This position is funded through the General Fund in FY 19 and beyond.

Contact Information

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City Attorney



Mission Statement

It is the mission of the City Attorney's Office to serve the citizens of Long Beach by providing to our clients accurate and timely legal counsel and representing them aggressively in State and Federal Court, consistent with the powers and duties conferred upon the City Attorney's Office by the City Charter.

Department Overview

Mission Statement

The City Attorney's Office is committed to providing superior, cost effective legal services to the City, consistent with the highest professional and ethical standards.

The goal of the City Attorney's Office is to protect the public's interest and provide sound legal advice and counsel to the City, its elected and appointed officials, departments, boards and commissions.

The Office will always strive to protect and preserve the legal rights and assets of the City and will vigorously enforce its municipal regulations in order to maintain and improve the quality of life of its residents.

Overview

The City Attorney's Office handles all of the civil legal affairs of the City of Long Beach. The duties of the City Attorney are set forth in the City's Charter, which provides that the City Attorney shall be the sole and exclusive legal advisor of the City, City Council, and all City commissions, committees, officers and employees. As such, the City Attorney is charged with municipal responsibilities as complex as any in the State.

The City Attorney's office represents the City on affirmative and defensive civil litigation, legislative and legal issues, and administrative code enforcement proceedings.

Departmental Counsel Division

The Departmental Counsel Division serves as general legal counsel to the City Council, City Officers, and all Departments, Divisions and Bureaus of the City. The Departmental Counsel Division also provides legal advice to forty-six (46) of the City's Boards, Committees and Commissions including the Planning Commission, Civil Service Commission, Housing Authority, Board of Water Commissioners, Board of Examiners Appeals and Condemnation, Citizen Police Complaint Commission, Airport Advisory Commission, the Long Beach Community Investment Company, the Successor Agency to the Redevelopment Agency of the City of Long Beach, and the Oversight Board, the Marine Advisory Commission, the Parks and Recreation Commission, the Sustainable City Commission, the Technology and Innovation Commission, the Cultural Heritage Commission, the Board of Health and Human Services, the Commission on Youth and Children, the Senior Citizen Advisory Commission, the Citizen's Advisory Commission on Disabilities, the Veterans Affairs Commission, and the Human Relations Commission.

In addition to providing legal advice, the Division's attorneys proactively investigate and pursue all manner of nuisance related matters in order to improve the quality of life of Long Beach's residents. The Division attorneys also review, edit, draft and negotiate various transactional documents including contracts, leases, permits, easements, and development agreements as well as drafting ordinances, resolutions, legal opinions and legal memorandums for all of the City's various departments. The Departmental Counsel Division is responsible for representing the City in CEQA and Land Use writ actions, and provides legal advice on personnel matters, including litigating various contested personnel matters in both State and Federal courts.

Department Overview

Litigation Division

The Litigation Division defends the City and its agencies, departments, divisions and employees in lawsuits filed in both State and Federal court. Such litigation includes, but is not limited to, personal injury and property damage, alleged civil rights violations, excessive force, labor and employment disputes, dangerous conditions of public property, breach of contract and real estate issues.

The Litigation Division also pursues affirmative litigation matters which seek to recover money due and owing the City for such matters as breach of contract, damage to City property, injuries suffered by City employees acting in the course and scope of their employment, various small claims litigation matters, as well as various debts or financial obligations owed to the City.

Harbor Division

The Harbor Division provides legal counsel and advice to the Board of Harbor Commissioners and the Port of Long Beach (Harbor Department), the second-busiest seaport in the United States with cargo valued annually at \$180 billion. The Harbor Division attorneys work on all transactions related to the Port's operations whose annual revenues exceed \$700 million and on formulating and implementing the "Green Port Policy" which mitigates the environmental impacts of Port operations.

Harbor Division attorneys also serve as legal counsel to the Alameda Corridor Transportation Authority (ACTA), draft and approve all Harbor Department leases, permits and contracts, prepare all resolutions, ordinances and other regulations for the Board of Harbor Commissioners and the Harbor Department, and provide advice on environmental matters, energy issues, construction projects and real property transactions.

Workers' Compensation Division

The Workers' Compensation Division is responsible for providing medical and indemnity benefits to injured employees covered by the City's Self-Insured and Self-Administered Workers' Compensation Program. Workers' Compensation Division attorneys adjudicate litigated claims and experienced claims, staff administer benefits and investigate questionable cases.

The Division strives to effectuate the purpose of California's Workers' Compensation law by ensuring that bona fide claims are handled expeditiously while, at the same time, vigorously defending the City against claims that lack merit. This Division works collaboratively with City departments to reduce costs, while at the same time improving service.

Administrative & Financial Services Division

The Administrative and Financial Services Division provides executive leadership and administrative support to the Department's four divisions and 65 employees. The Division provides financial processing, reporting, and forecasting support within the Department as well as budget development. It also plays a key role in the Department's strategic planning efforts, explores new methods to maximize efficiency and reduce cost, development of all internal policies and regulations and provides the Department with key human resources, information technology, payroll, safety and risk management guidance and support.

FY 20 Accomplishments

Departmental Counsel Division

- **Coronavirus Pandemic COVID-19.** The City Attorney's Office has provided a wide and unprecedented array of assistance this past year in connection with the City's COVID-19 pandemic response. Among the significant contributions to the City's efforts were the opening by the City Attorney of over 500 separate assignments directly related to COVID-19. Those assignments included advice to various City Departments regarding the emergency; implementation of State and implementation and drafting of a multitude of City Health Orders; continuous staffing of attorneys and support staff at the City's Emergency Operations Center (EOC); and advice and guidance regarding the establishment and operation of COVID-19 testing sites. The City Attorney's office researched, analyzed and drafted Covid related Worker Retention and Worker Recall Ordinances; performed research and analysis related to the federal Families First Coronavirus Response Act; provided advice and drafted a COVID-19 Supplemental Sick Leave Ordinance; implemented the City's internal response to the pandemic with employees and employee organizations and provided advice on legal issues related to telecommuting during the pandemic. Loan documents were drafted for the Economic Development Department to facilitate the distribution of emergency micro-loans, and advice and assistance provided for the purchasing or acquisition of emergency supplies and materials necessary to combat COVID-19; advice provided to the Airport regarding social distancing requirements and face mask use at the Airport; the propriety of rent or lease payment waivers for Airport tenants, together with advice regarding FAA grants related to COVID-19.

In addition, the City Attorney's Office provided advice and prepared public walkway occupancy permits to facilitate outdoor sidewalk dining and the operation of parklets; and drafted and negotiated agreements for the Water Department related to delays caused by the on-going COVID-19 pandemic. At the direction of City Council, the Office drafted several ordinances specifically related to COVID-19, including tenant protection, an eviction moratorium, and anti-harassment ordinances. In addition, the Office consistently updated the City Manager and various City departmental staff on the continually evolving Governor's Executive Orders related to the COVID-19 pandemic.

- **Land Use and CEQA.** Provided advice to the Development Services Department and Planning Commission on numerous land use and California Environmental Quality Act (CEQA) related matters including Environmental Impact Reports (EIRs) and Addendums and zoning amendments in connection with many projects including the Belmont Pool, Spring Street Business Park project, PD-32 North and South, and the 2nd & PCH Development.
- **Planning and Zoning.** Prepared ordinances and resolutions relating to various zoning and Municipal Code regulations regarding Short-Term Rentals (STRs); Omnibus amendments to Title 21 (Zoning Regulations), General Plan amendments; Accessory Dwelling Units (ADUs); billiards, amusement and arcades; motel conversions; and the Shoemaker Bridge Replacement project. Provided advice to the Planning Bureau regarding Coastal Commission requirements regarding seawalls and coastal developments; and wireless telecommunications and cell tower site issues.
- **Planning Litigation.** Handled lawsuits involving challenges to the legality of a Coastal Development Permit issued by the California Coastal Commission for a wetland restoration and development project at the Pumpkin Patch site; the Belmont Pool replacement project; the 2020 Census; the federal Religious Land Use and Institutionalized Persons Act ("RLUIPA"); and defended a permitted use issued for the Women's Shelter of Long Beach.
- **Long Beach Airport.** Provided advice to the Airport regarding flight slot allocations and relinquishments by JetBlue of seven permanent slots; provided advice regarding runway/gate analysis for California Heights residents.

FY 20 Accomplishments

- Civil Service Commission. Represented the Long Beach Civil Service Commission during employee disciplinary hearings involving City employees.
- Labor Negotiations. Provided legal analysis and counsel to resolve labor disputes. Drafted Memorandums of Understanding between the City and various labor unions.
- Public Employment Relations Board (PERB). Represented the City in numerous actions before the PERB regarding alleged unfair labor practice charges brought on behalf of City employees and employee unions.
- CalOSHA. Provided legal analysis and counsel to resolve CalOSHA complaints.
- Employment Law Writs and Appeals. Prepared opposition to writ petitions and represented the City in Superior Court and the Court of Appeal on Writs brought by City employees challenging City imposed discipline.
- Employment Advice. Provided counsel to the Department of Human Resources and various other City departments on legal issues related to employee discipline procedures and Federal and State labor and employment laws.
- Training. Provided training on Conflicts of Interest, Brown Act and Open Meetings, and Public Records Act Requests to various City staff, boards, commissions and committees.
- Short-Term Rentals. Drafted LBMC Chapter 5.77 regarding Short-Term Rentals (STRs). Worked with and advised City staff during the implementation process of the STR ordinance including issues related to registration, administrative guidelines, and enforcement. Met and collaborated with rental platforms during the drafting and implementation process.
- First Amendment Activity. Drafted local emergency and related curfew orders, and resolutions for the City Manager and City Council's approval resulting from actual and/or anticipated citywide civil unrest. Provided legal advice to staff regarding First Amendment activities, including those occurring in residential neighborhoods.
- Framework for Reconciliation. Drafted a Resolution for the City Council's approval regarding acknowledging racism as a public health crisis and establishing the City's Framework for Reconciliation.
- Economic Development Commission. Provided advice and staffed Commission meetings, including implementation of an adopted Economic Development Blueprint for the Long Beach Civil Service Commission. Represented the Long Beach Civil Service Commission during employee disciplinary hearings involving City employees.
- Labor Negotiations. Provided legal analysis and counsel to resolve labor disputes.
- Employee Grievances. Provided advice to staff regarding formal employee grievances and successfully represented the City in related arbitration.
- Wireless Lawsuit Recovery. Handled class action lawsuit *OnTheGo Wireless, LLC v. Cellco Partnership d/b/a Verizon Wireless, et al.*, related to the City's purchase of mobile phone and related wireless services from Defendant carriers under a series of contracts with optimization programs. Recovery in 2020 was approximately \$485,000.

FY 20 Accomplishments

- Election Issues. Performed research related to election issues. Provided support to the City Clerk at the primary and general elections including drafting resolutions and ordinances required for consolidated elections with LA County. Provided advice on requirements for initiative measures and campaign finance. Drafted resolutions necessary to place charter amendments on the ballot.
- Measure “US” (Oil Barrel Production Tax). Assisted in drafting and preparing resolutions in support of a successful tax increase ballot measure in the November 2020 election.
- Measure “A” Extension. Prepared resolutions and documents necessary to extend the City’s Measure A transactions and use tax in the March 2020 election.
- Measure “B.” Prepared resolutions and documents necessary to increase the City’s general fund transient occupancy tax (“TOT”) in the March 2020 election.
- Ethics Advice. Provided advice relating to conflicts of interest, receiving gifts, mass mailings, economic disclosure filings for City officials and employees. Requested advice from the FPPC on issues related to Government Code Section 1090, the Political Reform Act, and Form 700 filings. Provided advice for new employee training, and supervisor training relating to gifts, conflicts of interest, mass mailings, and economic disclosure filings for City officials and employees. Assisted in establishing the new City Ethics Commission, created by Measure CCC in 2018.
- Redistricting Commission. Assisted in establishing the new Independent Redistricting Commission, created by Measure DDD in 2018, including selection processes for commissioners
- Public Works. Provided oversight and support for *City of Long Beach v. Monsanto, et al.*, litigation related to PCB contamination in Long Beach storm water and tidelands. Provided advice to transportation engineering staff on a variety of parking and traffic issues including scooter share, bike share, RVs. Provided advice regarding surety bonds, change orders, prepared and/or reviewed various documents including plans and specifications, requests for proposals, construction contracts, on-call consulting contracts, license agreements, public walkways occupancy permits for sidewalk dining and/or parklets.
- Library. Worked with the Library Department on a variety of issues related to the new Billie Jean King Main library.
- Financial Management/Purchasing. Worked on a wide variety of sales tax, collections and fee issues; bids, RFPs and contract issues; budget resolutions and ordinances.
- Business Improvement Districts (BIDs). Provided advice to City staff related to annual ordinances and resolutions required to administer the City’s ten merchant-based and property-based business improvement districts.
- Transactions and Use Tax Citizens’ Advisory Committee. Provided advice to City staff and committee overseeing the use of Measure A funds for conformance with the intent of the Measure.
- Long Beach Civic Center. Provided legal analysis and general counsel related to the opening of the Civic Center project. Prepared amendments and addendum related to the completion of the New Lincoln Park and the disposition and conveyance of the Mid Block Site.
- RDA Dissolution. Provided legal analysis and counsel regarding the ongoing administration of the RDA Successor Agency and Oversight Board. Drafted and negotiated several agreements for the purchase and sale of former RDA properties in accordance with an approved Long Range Property Management Plan.

FY 20 Accomplishments

- **Bond Issuance.** Provided legal analysis and counsel in connection with several bond issuances by the City and its constituent departments, including Water and Harbor.
- **Long Beach Community Investment Company.** Provided legal advice to the Long Beach Community Investment Company in support of affordable housing, economic development and neighborhood improvements.
- **Real Estate Acquisitions.** Provided legal advice and drafted several agreements in connection with various acquisitions of property by the City, including for the development of the homeless services transition center, temporary and permanent locations for Fire Station 9, and office space required by various City departments.
- **Water Department.** Provided legal advice and counsel to the Water Department, including in connection with the ongoing conversion of all water meters to an automated meter-reading system.
- **Economic and Property Development.** Provided legal advice and counsel to the Economic and Property Development Department.
- **Eviction Moratoriums and Rent Protections.** Provided legal advice and counsel and drafted several ordinances imposing temporary eviction moratoriums and tenant protections in response to AB 1482.
- **Financial Management/Purchasing.** Worked on a wide variety of sales tax, collections and fee issues; bids, RFPs and contract issues; budget resolutions and ordinances. Provided legal advice to the Budget Oversight Committee.
- **Health and Human Services Department.** Provided legal advice and counsel to the Health and Human Services Department related to HIPAA compliance and other issues. Prepared and/or reviewed various documents including RFPs, ordinances and resolutions, grant agreements and subcontracts.
- **Americans with Disabilities Act (ADA) Compliance.** Worked with outside legal counsel, and advised Public Works on a comprehensive and long term, 30-year plan to bring the City's infrastructure in line with the requirements of the ADA. This plan will serve to prevent future ADA lawsuits, so that City funds can be used on improving access to all citizens of Long Beach and not on lawsuits.
- **Human Relations Commission.** Provided legal advice to the Human Relations Commission.
- **Police Department.** Provided legal advice to the Police Department regarding various issues, conducted training on search and seizure and presentation of evidence at the Long Beach Police Academy, updated departmental policies, assisted with all contracts including transit law enforcement services, and responded to Public Records Act requests and subpoenas. Provided legal advice regarding the Police Department's compliance with Senate Bill 1421.
- **Underground Storage Tanks.** Provided advice and counsel regarding environmental compliance for the City's 26 underground fuel storage tanks.
- **Davenport Park.** Provided legal advice to Public Works, Fleet Management, Parks, Recreation, and Marine, and the Health Department in regard to landfill gas management violations at Davenport Park and the implementation of a landfill gas management system so the expansion of Davenport Park may occur.
- **Census.** Advised staff on 2020 Census related matters. Prepared and/or reviewed various documents including RFPs and agreements.

FY 20 Accomplishments

- Homelessness. Represented the City Attorney's Office on the Interdepartmental Team on homelessness, and on the Interjurisdictional Team on homelessness to better coordinate with local and regional partners on response to homelessness. Researched recent case law and settlements from other jurisdictions to provide continual guidance for our team to refine our City's approach to homelessness. Provided briefs to the Police Department regarding the constitutional basis for the reasons behind treatment of those experiencing homelessness. Provided advice to Quality of Life Officers when tackling complicated homeless encampments or jurisdictional questions. Advised and drafted various documents regarding homelessness response, including RFPs, grant agreements, subcontracts and leases for the Winter and Year-Round Shelter.
- Emergency Operations Center (EOC) Activation. Provided on-site legal advice and support for EOC activations related to COVID-19, and civil unrest.
- Gun Violence Restraining Order (GVRO) Program. Coordinated a training program for the City Attorney's Office and Long Beach Police Department on how to evaluate and file GVROs, presented by the San Diego City Attorney's Office. GVROs prohibit a person from possessing a firearm because there is a significant danger in the near future of harm to themselves or others.
- Equity and Reconciliation. Provided legal advice and support for the Office of Equity's Framework for Reconciliation project.
- Cannabis. Advised departments regarding the application of Chapters 5.90 and 5.92 of the Long Beach Municipal Code (LBMC) ("Medical Marijuana Businesses & Adult/Recreational Use"). Advised departments regarding licensed and unlicensed enforcement through civil, administrative, and criminal remedies. Conducted inspections with Business License, Code Enforcement, and Fire Department ("Enforcement Team") of alleged illegal businesses selling, distributing and cultivating cannabis without a license. Prepared and Issued cease and desist letters for illegal cannabis operations (i.e. dispensaries, delivery businesses, distribution, and cultivation) that were determined to be operating within the City. Advised the Business License Bureau regarding potential administrative enforcement actions to take against licensed businesses as well as applicants. Conducted administrative hearings regarding the requested denial of cannabis related business license applications for applicants who were found to be operating illegally.
- Nuisance cases. Prosecution of 34 nuisance related cases within the past 12 months, which included short term vacation rentals, sober living facilities, half-way houses, AB 109 (public safety realignment) individuals, as well as residences that are frequented by gang members or drug dealers and cause numerous disturbances to adjacent properties. In addition, prosecuted 16 drug and weapons eviction cases pursuant to the relevant provisions of the City's drug abatement ordinance, namely, LBMC Chapter 9.16.
- Animal Care Services Bureau. Advised Animal Care Services on various issues including responses to Public Records Act ("PRA") requests, vicious dog hearings, barking dog hearings, provisions in the LBMC relating to administrative appeals of Animal Care citations, as well as all other law related questions. Assisted with the review of the new Compassion Saves Model for implementation by Animal Care Services Bureau.
- Special Events. Provided advice and counsel to the Office of Special Events on First Amendment issues related to demonstrations, parades and marches throughout the City. Provided guidance and counsel on the implementation of parklets for businesses and the allowance of businesses to operate outdoors in the City's parks in response to COVID-19 restrictions.

FY 20 Accomplishments

- Public Records Act (PRA). Provided advice and counsel regarding new state laws pertaining to the California Public Records Act. Conducted reviews of proposed responses to numerous PRA requests to confirm their respective compliance with the provisions of the California Public Records Act.
- Historical Landmarks. Provided advice and drafted ordinances designating three properties as historical landmarks: 1005 Locust and 141 and 143 E 10th Street. Three additional historic properties are expected to be designated by year end: 4204 Cedar Avenue, 244 Mira Mar Avenue, and 262 Newport Ave.
- Mills Act Program. Provided advice and prepared Mills Act historic property contracts with owners of 13 historic landmark properties.
- Discrimination Training. Prepared and provided training on harassment, retaliation and discrimination under California and Federal law for the Civil Service Commission.
- Public Works. Provided oversight and support for *Machowski v. Birds Rides, et al.*, class action litigation related to scooter operations in the City. Provided advice to staff on a variety of vacation, easement and dedication issues. Provided advice regarding small cell installations and interpretation of City's Municipal Code regarding the same. Reviewed and advised in regard to surety bonds, change orders, prepared and/or reviewed various documents including plans and specifications, requests for proposals, construction contracts, on-call consulting contracts, license agreements, public walkways occupancy permits for sidewalk dining and/or parklets, including those related to the current COVID pandemic.
- Amicus Brief Opportunity. Researched, analyzed and provided advice on opportunity to join onto amicus brief in matter of *Flores v. Bar* filed by the City of Los Angeles relating to regulations affecting immigrant children and City's immigrant residents.
- Small Cell Installation Appeals. Prepared opposition to small cell permit appeals and successfully represented the City in an Appeal Hearing initiated by City residents challenging small cell installations permits approved by the Department of Public Works.
- City Manager Employment Contract. Prepared employment agreement for newly hired City Manager.
- Labor Compliance. Provided oversight, support, and advice for labor compliance matters city-wide including the requests for review before the Department of Industrial Relations.
- Project Labor Agreement. Provided advice and support in the performance of existing Project Labor Agreement and the negotiation and implementation of a new Project Labor Agreement.
- Technology Services. Prepared, reviewed and/or advised on requests for proposals, consultant contracts, license agreements, vendor terms and conditions and Memorandums of Understandings for smart City pilot initiatives.

Litigation Division

- With seven deputies, the City Attorney's Litigation Division litigates cases in state and federal courts, including handling writ petitions and appeals. The vast majority of cases handled by the Litigation Division resulted in a favorable outcome for the City.
- Handled approximately 113 new lawsuits during the reporting period as well as continuing to litigate previously-filed cases. The lawsuits involved a wide variety of issues, including: wrongful death;

FY 20 Accomplishments

claims of alleged police misconduct; catastrophic personal injury claims; and employment discrimination cases.

- Adverse verdict in one jury trial, resulting in total payout of \$2,501,322.30 (including costs and attorneys' fees).
- Settled 45 cases without a trial, with a total payout of approximately \$6,019,751.
- Resolved 12 cases with dispositive motions, sparing the costs of a full trial.
- Resolved six cases by waiving City's defense costs in exchange for full dismissal of case.
- Tendered defense/indemnity to outside entity in 17 cases, saving City defense costs and potential payout for settlement/verdict.
- Pursued or defended nine cases in small claims court over the year. The City prevailed on the vast majority of the cases wherein the City was suing as a plaintiff or was defending itself.
- Liability Claims Section received approximately 626 Government Tort Claims, resolved 125 claims, with a total payout of \$410,680.26.
- Subrogation Section recovered approximately \$246,818 for the City.

Harbor Division

- Environmental and Business Incentives. Drafted new tariffs and other measures to continue financial incentives for users of the Port of Long Beach to reduce their impact on the environment.
- Litigation - Fireboats. Oversaw litigation regarding fireboat construction.
- Transmission Line Replacement Project. Provided legal advice and guidance to assist Port staff and management with negotiations during implementation of SCE's multi-million dollar project to raise and replace transmission lines over the Cerritos Channel.
- Polychlorinated Biphenyls (PCB) Litigation. Provided substantial legal support for damages case against Monsanto related to PCB contamination of Long Beach waters and trust marine areas, including coordination with outside counsel on briefing, discovery, expert discovery, and public records request responses and negotiation of a global settlement with Monsanto.
- Long Beach Civic Center. Assisted the Harbor Department in implementing that portion of the new Long Beach Civic Center project which will house the Port Headquarters and related areas such as Port parking. Also, assisted Harbor Department Security Division with negotiations to provide security as part of a larger security team at the Civic Center.
- Real Estate Contracts. Advised and drafted numerous documents regarding leases and other real estate transactions.
- Middle Harbor Terminal. Provided advice and documentation regarding transfer of ownership of major container terminal.
- Contract Claim Resolution. Provided ongoing legal support, advice and representation of the Harbor Department in connection with construction claims asserted by contractors against the Department.

FY 20 Accomplishments

- **Public Contract Code Compliance.** Advised staff on public contract law requirements including public bidding, sole source procurements, licensing requirements, prequalification of bidders, bid responsiveness, bid protests, subcontractor substitutions, and prevailing wages.
- **Project Labor Agreement.** Provided legal advice relating to the implementation of and amendments to the Port-wide Project Labor Agreement.
- **Electrification of Port.** Provided legal advice regarding matters before the California Public Utilities Commission to facilitate further electrification of Port, including the obtaining of millions of dollars in grants.
- **Construction and Development.** Provided contracting, real estate, and compliance advice for multiple construction projects including the Middle Harbor Container Terminal and the Gerald Desmond Bridge replacement project, each with a budget of over \$1 billion.
- **Port Operational Efficiencies.** Assisted the Harbor Department in preparing and executing an MOU with the Port of Los Angeles to improve operational efficiencies at both Ports. Also assisted Port staff in implementing measures to improve efficiencies in Port operations within the Port of Long Beach.
- **Community Mitigation Grants.** Assisted the Harbor Department in awarding 13 grant funding contracts totaling approximately \$945,000 to improve air quality and energy efficiency at public facilities, and 5 grant funding contracts totaling approximately \$3.6 million to add local greenspace and enhance parks in Long Beach.
- **Port Sponsorships.** Updated the Port's Sponsorship Policy Guidelines and assisted the Harbor Department in awarding 261 sponsorships totaling approximately \$746,000 to nonprofit organizations for community events to help inform the public about the Port.
- **Clean Freight Technology Grants.** Assisted the Harbor Department in awarding 8 subgrants and entering into cost-sharing and funding agreements as part of \$50-million California Air Resources Board grant awarded to the Port to demonstrate the performance and effectiveness of zero-emissions terminal equipment and efficiency strategies at the Port of Long Beach, Port of Oakland, and Port of Stockton.
- **Rail Projects.** Continue to provide substantial legal support for environmental analysis and documentation of on-dock, near-dock, and short haul rail projects. These rail projects have the potential to reduce overall freight movement emissions but can have adverse impacts on residents if not located and planned appropriately.
- **Air Quality.** Provided substantial legal support for environmental and regulatory issues associated with development of the third iteration of the Clean Air Action Plan and an MOU with the South Coast Air Quality Management District. Also provide legal support in negotiations and discussions with state and federal agencies, the Port of Los Angeles and stakeholders regarding new regulations and new technologies to address air quality issues at the Ports of Long Beach and Los Angeles.
- **Alameda Corridor Transportation Authority.** Provided ongoing legal support on all matters before the Alameda Corridor Transportation Authority, including the Authority's transition to a new Chief Executive Officer and Chief Financial Officer.
- **Financial Restructuring.** Assisted in securing a \$500 million TIFIA loan for the Gerald Desmond Bridge at a historic low rate of 1.26%. Facilitated Port's issuance of \$131 million of bonds and \$145 million of bond anticipation notes.

FY 20 Accomplishments

- Drone Usage. Provided substantial legal support for implementation of an ordinance which amended the Tariff to incorporate new regulations governing drone takeoffs and landings within the Harbor District.
- Small Business Enterprise Program. Assisted Harbor Department in restructuring and implementation of the Small Business Enterprise Program to increase use of small businesses.
- Environmental Regulatory Compliance. Provided legal support to Port staff implementing state and federal environmental statutes requiring analysis of environmental impacts associated with all projects that might have impacts on the environment in and around the Port.
- Port Master Plan. Assisted Port staff with development of a new Port Master Plan and compliance with CEQA, including discussions with state agencies regarding the scope of statutory requirements.
- Pier B On Dock Rail Facility. Assisted Port staff in working with the U.S. Maritime Administration as lead agency to complete an Environmental Impact Statement and participate in public hearings for National Environmental Policy Act (NEPA) review of this \$870 million project. Worked with Port staff to prepare a Real Estate Acquisition Management Plan for acquisition of properties to be acquired, including deep involvement in right of way planning.
- Electronic Signatures. Researched and developed a blueprint for transitioning to electronic signatures for documents. Assisted Port staff in selecting applicable technology solutions, and creating an implementation plan including training of Port staff. The plan has been executed Port-wide.
- Terminal Island Wye Railroad Project. Assisted Port staff through National Environmental Policy Act review with the United States Maritime Administration as lead agency, including preparation of an Environmental Assessment, and a corresponding right of way activity plan, for this rail infrastructure project which includes federal grant funds.
- San Pedro Bay Pipeline Company. Resolved a complex dispute involving eminent domain issues for a long-time Port tenant, avoiding litigation and entered into a long-term lease extension.
- Colorado Lagoon. Finalized and executed a Memorandum of Understanding with the Public Works Department whereby the Port agreed to fund the \$26.3 million mitigation and restoration of the Colorado Lagoon in exchange for the mitigation credits generated by the project. The Port will receive the mitigation credits over the next three years and be able to utilize the credits for Harbor development projects.
- Deep Draft Navigation Study. Assisted Port staff in preparation of the Draft Integrated Feasibility Report, which includes an Environmental Impact Statement and Environmental Impact Report, to comply with both CEQA and NEPA for this \$151 million channel deepening study and project conducted with the United States Army Corps of Engineers as lead agency and federal partner.
- Memorandum of Understanding. Advised Port staff on the preparation of a Memorandum of Understanding with the Water Department to transfer a portion of the Port's potable water infrastructure system to LBWD; the MOU was approved by both departments and is being implemented.
- Tidelands Trust Law. Provided ongoing legal advice to Port concerning its obligations under the Public Trust Doctrine with respect to the tidelands and submerged lands located within the boundaries of the City's Harbor District.

FY 20 Accomplishments

- Legal Ethics and Conflicts. Provided guidance to ensure compliance with the Brown Act, public records requests, and avoiding conflicts of interest.

Workers' Compensation Division

Workers' Compensation costs remain a significant statewide issue. As a result, the State of California reformed the law to combat the deleterious effects of those costs on the California economy. The Workers' Compensation Division incorporates current reform measures with cost savings programs such as a Pharmacy Benefit Program, Medical Provider Network, and a Bill Review Service as its core foundation of cost management.

- Received 515 newly reported claims, including 96 newly litigated claims, for which workers' compensation benefits were administered. Total open claims at 2,354 are up slightly from the prior year low of 2,094, for which ongoing benefits and services are provided.
- Rising pharmacy costs remain a national and local concern. Our prior vendor, CastiaRx, a division of Pharmaceutical Technologies, Inc. (PTI), was acquired by Optum to manage the Workers' Compensation pharmacy benefit management program which provides prescription drugs to our injured workers, while simultaneously continuing to manage costs. The City has consistently maintained lower Workers' Compensation pharmacy costs under \$1,000,000 for the past five years and expects to continue the trend by targeting utilization review measures and non-compliant prescribing physicians.
- With a Medical Provider Network (MPN), the City can manage the quality of the medical providers available to injured workers by addressing provider issues such as access, quality of care, timeliness of reporting, and consistent evidence-based treatment.
- The Workers' Compensation Division continues to use Metadata, Inc. to perform bill review services in accordance with the Workers' Compensation Laws of California. Through the bill review process, the City has maintained an annual savings of over \$13 million against its annual medical bill volume of approximately \$22 million. Metadata, Inc. is an aggressive partner in negotiating excessive hospital bills and combating provider over-billing.

Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	(349,315)	5,000	5,000	5,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	(349,315)	5,000	5,000	5,000
Expenditures:				
Salaries and Wages	7,300,409	7,744,364	7,744,364	7,598,015
Employee Benefits	3,794,858	4,420,276	4,420,276	4,365,703
Overtime	4,219	400	400	400
Materials, Supplies and Services	(1,438,405)	(1,176,758)	(1,176,758)	(1,387,140)
Interfund Support	526,262	795,291	795,291	1,012,318
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	10,000	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	40,269	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	10,237,613	11,783,573	11,783,573	11,589,297
Personnel (Full-time Equivalents)	72.00	72.00	72.00	70.00

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
City Attorney	1.00	1.00	1.00	305,745	315,015
Assistant City Attorney	2.00	1.00	1.00	240,000	255,454
Deputy City Attorney	16.00	20.00	19.00	2,862,123	2,751,540
Executive Assistant	2.00	2.00	2.00	198,812	208,529
General Liability Claims Adjuster II	-	2.00	2.00	180,471	172,719
General Liability Claims Adjuster III	-	1.00	1.00	105,970	104,695
Investigator II	1.00	-	-	-	-
Investigator III	2.00	-	-	-	-
Law Clerk	1.00	-	-	-	-
Legal Administrative Assistant	-	-	1.00	-	56,337
Legal Administrator	1.00	1.00	1.00	130,923	138,936
Legal Assistant	2.00	-	-	-	-
Legal Assistant I	1.00	1.00	1.00	51,556	51,556
Legal Assistant III	4.00	5.00	5.00	374,327	371,283
Legal Assistant IV	6.00	7.00	6.00	537,814	466,569
Legal Assistant-Subrogation	1.00	1.00	1.00	86,847	94,010
Legal Office Assistant	1.00	1.00	1.00	53,560	49,802
Legal Office Specialist	2.00	2.00	1.00	112,674	56,337
Legal Records Management Supervisor	1.00	1.00	1.00	87,185	78,834
Legal Records Specialist	2.00	2.00	2.00	97,078	97,078
Legal Systems Support Specialist	1.00	1.00	1.00	100,150	98,904
Liability Claims Assistant II	1.00	1.00	1.00	62,834	62,834
Manager-Workers' Compensation	1.00	1.00	1.00	122,837	130,358
Paralegal	1.00	1.00	1.00	85,963	85,963
Principal Deputy City Attorney	4.00	4.00	4.00	734,629	738,396
Senior Deputy City Attorney	2.00	-	-	-	-
Senior Workers' Comp Claims Examiner	2.00	2.00	2.00	211,940	211,940
Workers' Comp Administrative Assistant	1.00	1.00	1.00	83,516	83,516
Workers' Comp Claims Assistant	2.00	2.00	2.00	160,591	160,591
Workers' Comp Claims Examiner	5.00	5.00	5.00	451,178	451,178
Workers' Comp Medical Only Examiner	1.00	1.00	1.00	65,384	65,384
Workers' Comp Office Assistant II	5.00	5.00	5	277,230	277,230
Total Salaries	72.00	72.00	70.00	7,781,337	7,634,988
Overtime	-	-	-	400	400
Fringe Benefits	-	-	-	4,253,857	4,201,071
Administrative Overhead	-	-	-	166,419	164,633
Attrition/Salary Savings	-	-	-	(151,866)	(151,866)
Expenditure Transfer	-	-	-	114,893	114,893
Total	72.00	72.00	70.00	12,165,040	11,964,119

Key Contacts

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City Auditor



Our mission is to make Long Beach better through independent audits and fraud investigations. We work to:

- Provide assurance City funds are spent as intended
- Promote transparency and accountability of City operations
- Prevent fraud, waste and abuse of City resources

Department Goals

Goal 1 Promote transparency, accountability and efficiency in City operations.

- A. Apply professional audit services including:
 - 1. Financial Audits
 - 2. Revenue Audits
 - 3. Performance Audits
 - 4. Contract Reviews
 - 5. Lease Reviews
 - 6. Internal Control Reviews
 - 7. Fraud Investigations
 - 8. Benchmarking Studies
 - 9. Economic Analysis of significant transactions and business deals
- B. Perform Annual Financial Audits and Federal Single Audit
- C. Verify City's cash and investments as required by City Charter
 - 1. Verify the City's cash and investments once each quarter in a timely manner.
 - 2. Test invested assets to determine compliance with the City's current Investment Policy and other applicable Government Code restrictions.
- D. Open communication with the public
 - 1. Communicate findings of audits in a clear, concise and understandable format for distribution to residents of the City and/or other stakeholders.
 - 2. Ensure there are mechanisms within the Office whereby resident complaints and issues can be handled appropriately and in a timely manner.
 - 3. Actively promote a fraud hotline; allowing City employees, residents and others to anonymously provide tips and other information to assist in detecting and preventing fraud, abuse and City waste.

Goal 2 Provide independent assurance that public funds are spent wisely and responsibly.

- A. Audit all pending payment vouchers and wire transfers for compliance with applicable statutes, City policies and regulations, lease agreements and any and all applicable contractual provisions.
- B. Strive to provide next business day approval on all payment vouchers submitted.

Goal 3 Prevent and reduce fraud, waste and abuse of City resources.

- A. Provide an easy confidential process for employees, vendors, and citizens to report misuse of City resources.
 - 1. Provide live, independent interviewers 24 hours a day, seven days a week.
 - 2. Facilitate direct reporting to the Office of the City Auditor of fraud, waste, and abuse of City resources via mobile app, telephone, mail, fax, and email.
 - 3. Review and take appropriate action on each reported incident.

FY 20 Accomplishments

For over 110 years, the residents of Long Beach have entrusted the City Auditor to provide independent assurance that City-controlled public funds are well-managed, spent prudently and as intended, providing the expected services, and recorded and reported accurately.

The City Auditor is directly elected and accountable to the residents of Long Beach. All audits are conducted based on the professional judgment of the City Auditor and her staff in accordance with Generally Accepted Government Auditing Standards and other applicable statutes and industry regulations.

The Long Beach City Charter defines the responsibilities of the City Auditor, and during FY 20 the City Auditor's Office (Office) complied with all Charter and Municipal Code mandates.

Audits or Reports Issued in FY 20:

During FY 20, the City Auditor conducted audits and attestation engagements in accordance with Generally Accepted Government Auditing Standards (GAGAS) issued by the Comptroller General of the United States, the official auditor of the U.S. Congress. GAGAS is the industry benchmark for government audit organizations. The City Auditor also provides professional services that are non-GAGAS audits, such as investigations of alleged City fraud and analyzing emerging issues.

To see information on audits and projects, please see our website: **www.CityAuditorLauraDoud.com**.

The Office reviewed a wide variety of topics during FY 20. Some of the more significant projects included:

City of Long Beach Ethics Program Performance Audit and Employee Ethics Survey

The Office partnered with a government-sector management consulting firm to conduct a performance audit that assessed the City's ethics and compliance activities and efforts, including ethics-related policies, training, legal compliance, oversight, and whistleblower and other complaint processes. The audit benchmarked the City's program components to those from other jurisdictions and assessed the program components according to 11 identified ethics standards and best practices. The report also incorporated the results of the City Employee Ethics Survey, which was conducted in partnership with a workplace ethics research institute. The Employee Ethics Survey aimed to understand how City employees view ethics at work, and to identify ethics-related risks that may need to be addressed. The audit reviewed the responsibilities of the ethics program that are dispersed among the City Attorney, City Auditor, Human Resources, City Manager, and City Clerk. Some of the detailed recommendations for improvements in the ethics program are directed at the newly formed Ethics Commission and its future staff. Key recommendations include 1) clearly establish oversight and delegation of responsibilities; 2) create easy access to comprehensive written policies and procedures; 3) clearly identify pathways to report allegations; and 4) publish annual reports with violations and case outcomes to the extent possible.

Sanitary Sewer Overflow Prevention Performance Audit

The Long Beach Water Department oversees operation of 712 miles of sewer lines, including the collection of nearly 45 million gallons of sanitary sewage each day. In 2014-2018, Long Beach experienced 103 Sanitary Sewer Overflows (SSOs). While the majority of SSOs in Long Beach were not severe, the City did have more SSOs than similarly-sized jurisdictions. The potential adverse impacts of SSOs include environmental damage, public health risks, beach and business closures, damage to property, and financial costs and penalties against the City. The audit found that the average number of SSOs has not declined in the past three years. So, the City needs to align its SSO prevention activities to the goal of reducing SSO's and monitoring the effectiveness of those activities. Also, the list of needed sewer repairs is growing and needs to be addressed. The audit also identified that Fats, Oils, and Grease (FOG) cause 71% of SSOs. It looked at the Health Department FOG inspections and found that not all food facilities that produce FOG were receiving FOG inspections. In addition, residential outreach efforts surrounding the prevention of FOG-related SSOs need to improve. The departments agreed with all the

FY 20 Accomplishments

recommendations and will reassess maintenance targets, better identify all FOG-prone food facilities that need inspections, and develop more educational materials for residents.

Employee Onboarding Performance Audit

In response to the City Council's request, the Office hired an external government-sector management consulting firm to perform an audit of City employee onboarding. Research suggests that the faster new hires feel welcome and prepared for their jobs, the faster they will be able to successfully contribute to the employer's mission. Therefore, the City should use onboarding as a way to foster a committed and capable workforce. The audit found that the City's onboarding policies and program are generally adequate, with some positive areas and best practices in place. However, opportunities exist for the City to improve its onboarding policies and program, including the onboarding and orientation of the City's elected officials. The audit recommended additional transparency to background checks, development of a written onboarding policy, and development of a policy to ensure informal check-ins happen to provide employees with sufficient feedback in the first 90 days. For elected officials, it was recommended that the City Council adopt a policy establishing an onboarding process, which would encourage new employees of those offices to participate in citywide onboarding processes, like new employee orientation.

The Office is also involved in many compliance and required financial reviews such as Quarterly Cash and Investment audits, the City's annual Financial and Single Audits, GANN Appropriations Limit Letter concerning government allowed spending, financial statements for Los Cerritos Wetlands Authority, and Proposition H oil tax expenditures and revenues.

Other Accomplishments

Fraud Hotline

The City Auditor's Fraud Hotline operates 24 hours per day, 7 days a week and is available to anyone to report allegations of fraud, waste, or abuse against the City. There are three ways to report fraud tips anonymously:

1. Phone 1-888-FRAUD-07
2. Online form at www.CityAuditorLauraDoud.com
3. MyAuditor app available at the App Store or Google play

The Office reviews all Hotline tips and takes appropriate action.

The Hotline is promoted with educational materials. Fraud fact sheets, which focus on different City fraud, waste, or abuse related topics are distributed to all City employees. These materials included sheets to educate what City fraud, waste, and abuse is, how to prevent it, and how to report it. In addition, the City Auditor's Fraud Hotline Report, which provides information on fraud, tips, and resolution of tips received is distributed to members of the public at community events.

Community Outreach

A top priority for the Office is communication with the public. To accomplish this, we use a multi-faceted communications approach. The Office shares information through online channels such as social media @LBCityAuditor on Facebook, Instagram, and Twitter and through our website www.CityAuditorLauraDoud.com, In the Loop email updates, and our MyAuditor app. We also use our performance audit report fact sheets, fraud hotline reports, traditional media, community outreach events, and speaking engagements to inform the public of our work. These outreach channels and events allow the public to stay informed on how the Office is working for them, ask questions, and provide direct feedback to the Office.

FY 20 Accomplishments

Disbursements

As required by City Charter, the City Auditor reviews all disbursements of City funds. The City Auditor's Office is also responsible for final approval of the City's wire transfers.

The following FY 20 information illustrates the scope of this work:

- Number of checks reviewed: 46,578
- Value of checks reviewed: \$590,503,507
- Number of EFT Payments: 2,970
- Value of EFT Payments: \$165,005,618
- Number of checks withheld: 148
- Value of checks withheld: \$25,501,752
- Number of wire transfers authorized: 1,232
- Value of wire transfers authorized: \$1,478,676,399

In accordance with the City Charter, the City Auditor signs each check that the City issues, including vendor payments, workers' compensation claims, and employee payroll checks. Each disbursement is reviewed to ensure payments are appropriate, timely, authorized, and documented. If there is an issue with a requested disbursement, payment is withheld until the issue is resolved. No checks, EFT payments, or wire transfers may leave the City without the authorization of the City Auditor's Office.

Wage Garnishments

The City Auditor's Office administers all City employee wage garnishments. The Office managed about 170 active garnishment files for City employees. Garnishment payments total approximately \$54,000 each payroll period. Additionally, the Office maintains files for around 390 inactive cases. The process is complex due to unique regulations for each garnishment regarding collection and payment of monies processed. Currently, the Office manages accounts for over 15 agencies including the U.S. Department of Education, California Franchise Tax Board, United States Internal Revenue Service and Los Angeles County Sheriff's Department. The Office keeps current with changing laws, rules and regulations to ensure that the City is in full compliance.

Financial Summary by Category

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	1,091	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
	-----	-----	-----	-----
Total Revenues	1,091	-	-	-
Expenditures:				
Salaries and Wages	1,435,137	1,616,152	1,616,152	1,733,546
Employee Benefits	812,276	1,289,968	1,289,968	1,031,405
Overtime	-	-	-	-
Materials, Supplies and Services	734,770	159,904	554,722	131,922
Interfund Support	(93,423)	232,840	232,840	289,501
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	-	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
	-----	-----	-----	-----
Total Expenditures	2,888,759	3,298,864	3,693,681	3,186,375
Personnel (Full-time Equivalents)	22.00	22.00	22.00	18.00

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

	FY 19	FY 20	FY 21	FY 20	FY 21
Classification	Adopt FTE	Adopt FTE	Adopt FTE	Adopted Budget	Adopted Budget
City Auditor	1.00	1.00	1.00	227,486	234,383
Assistant City Auditor	1.00	1.00	1.00	192,556	185,000
Audit Analyst	3.00	3.00	3.00	235,989	227,282
Audit Manager	3.00	3.00	1.00	318,645	99,897
Deputy City Auditor	4.00	4.00	3.00	606,095	413,738
Executive Assistant	1.00	1.00	1.00	95,071	101,725
Senior Auditor	6.00	6.00	5.00	443,962	344,348
Staff Auditor	3.00	3.00	3.00	157,863	176,323
Subtotal Salaries	22.00	22.00	18.00	2,277,668	1,782,696
Overtime	-	-	-	-	-
Fringe Benefits	-	-	-	1,241,256	992,965
Administrative Overhead	-	-	-	48,712	38,440
Attrition/Salary Savings	-	-	-	(661,517)	(49,150)
Expenditure Transfer	-	-	-	-	-
Total	22.00	22.00	18.00	2,906,120	2,764,952

Key Contacts

Laura L. Doud, CPA, CFE, JD
City Auditor

James C. Lam, MBA, MPP, CGAP
Assistant City Auditor

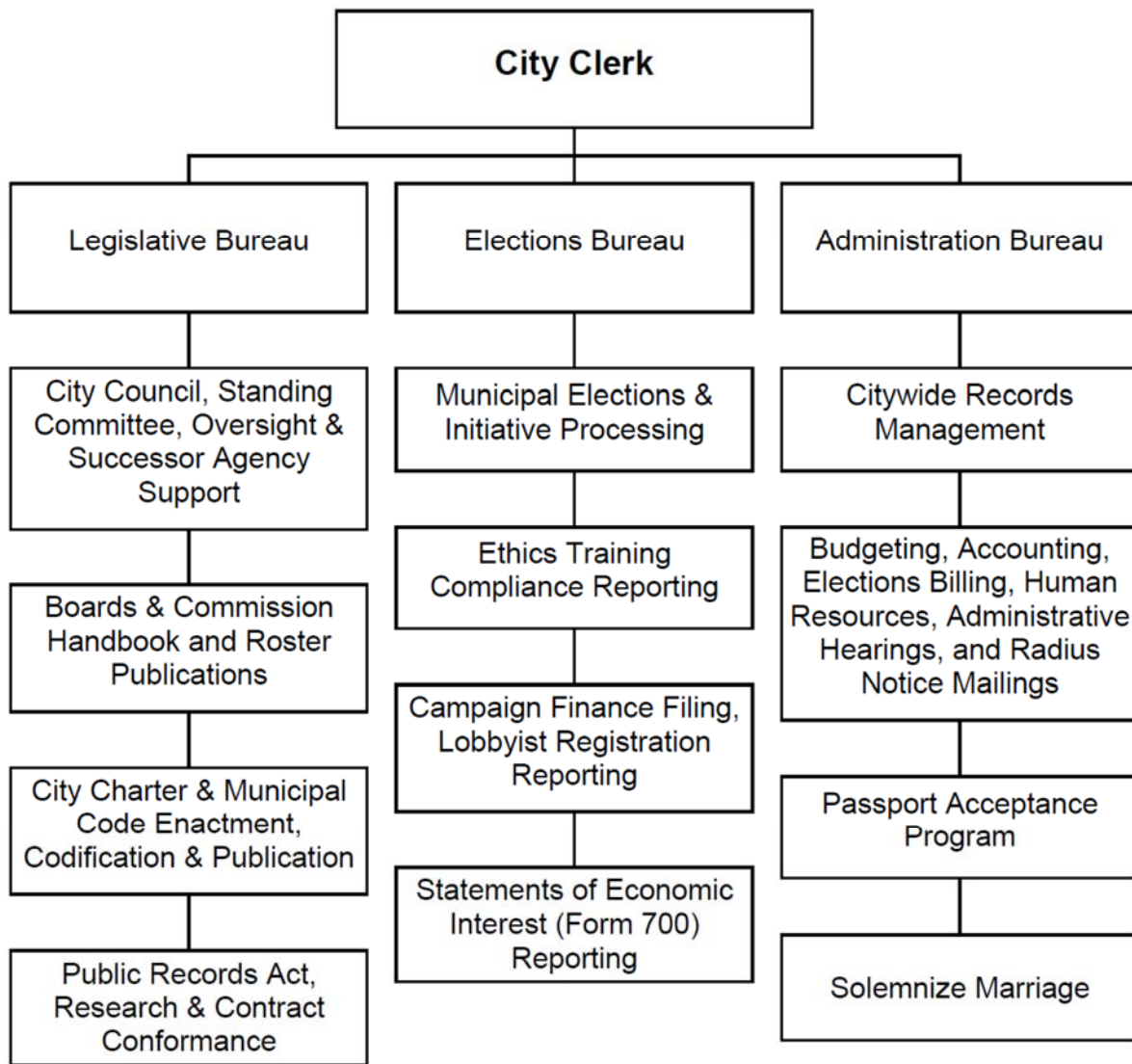
Alvin Chu, CFE
Performance Audit Manager

Hannah Gardener, CIA
Performance Audit Manager

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City Clerk



Mission Statement

The Office of the City Clerk is committed to pursuing excellence through trust, respect, caring, and by being accountable, transparent, and responsible, by following these guiding principles: Provision of accessible legislative services to all, including the obligation to inform and notify the public; Conducting all elections in an efficient and accurate manner and as mandated by law; Recording and maintaining official City government documents in a manner that promotes security and ease of retrieval.

Accomplishments, Challenges and Opportunities

The Office of the City Clerk is organized into three functional units:

Administration

This unit is responsible for management and coordination of Department operations related to budgeting, accounting, payroll, human resources, employee development, internal communications and City safety programs. This unit coordinates the development of the annual budget, billing for elections, provides support to other managers regarding human resources, maintains the employee orientation and development program, and supports development and monitoring of the Department budget reduction measures. This unit also solemnizes marriages, coordinates the scheduling, newspaper noticing, and assignment of administrative hearing officer, including issuance of all radius notice mailings as required by the Municipal Code.

This unit administers the citywide records retention and destruction program for 23 City Departments. This includes the management of 9,200 permanent boxes and 11,646 temporary boxes located in on-site and off-site storage locations. The Records Center also assists departments in identification, evaluation, protection and retrieval of records to satisfy legal requirements; and ongoing operations.

Furthermore, this unit provides supervision of “front office”, telephone, and Internet services to all customers seeking agendas, minutes, reports, the City Charter, Municipal Code and passport processing services.

Legislative

Consistent with the provisions of California’s public meeting laws and the Public Records Act, this unit is responsible for the transparent presentation and retention of the City’s legislative agendas, reports, videos, and minutes that present and archive the decisions, laws, and policies of the City Council and other public boards. The unit assembles and distributes all documents related to the presentation and deliberations of policy and program issues as reported upon and recommended by the City Manager, City Attorney, City departments and the public.

This unit is also responsible for the preparation of agendas, posting and publishing public notices as required by law, recording of actions, attests to bonds, acceptance of damage claims and subpoenas, and the retrieval of permanent records. In support of the City Manager Department, this unit also provides post-meeting City Manager Status reports immediately after each regular meeting of the City Council.

This unit also provides support to City departments by processing and of indexing all contract documents filed with the City Clerk. In addition, this unit is responsible for maintenance and updating of the Boards and Commissions Roster as well as updating of the Boards and Commissions Handbook.

Elections

This unit is responsible for the coordination and consolidation with the Los Angeles County Registrar-Recorder/County Clerk of City elections comprising 13 elected offices and approximately 266,000 registered voters.

Other responsibilities include: processing of initiatives, referendums, and recall petitions; implementation of voter outreach and education programs. The unit also manages candidate, lobbyist, and campaign finance filings, the Campaign Matching Fund Program, compliance monitoring of the Form 700 Statements of Economic interest in compliance with State law involving approximately 1037 filers

Accomplishments, Challenges and Opportunities

Administration Bureau Accomplishments

- Processed 104 passport applications for the Fiscal Year 2020.
- Processed the destruction of 1,146 boxes within City Hall.
- Completed the destruction of 3,766 boxes at Iron Mountain off-site storage.
- Completed the transfer of 916 boxes.
- Updated the Records Retention Schedule for Long Beach Police Department and City Attorney's Office.
- Completed the Safety outfitting of the new Record Center which included additional lighting and safety signage.
- Performed 72 civil marriage ceremonies as authorized by AB 1525.
- Provided training to Management and Supervisors to navigate COVID-19 work related issues.

Legislative Bureau Accomplishments

- Provide support staffing for administrative and management functions of the Ethics Commission.
- Developed and implemented a plan for Redistricting Commission to initiate and widely publicize an application process that aligned with the 2020 census.
- Successfully transitioned from in- person to virtual City Council meetings due to COVID-19.
- Coordinated with LAP to implement translation services for all council meetings.
- Provided effective meeting support of City Council, standing committees and assigned advisory committee meetings.
- Continued streamlined publication of the City Charter and Municipal Code information management system to enhance the timeliness of printed supplements and online availability on the Internet and via the City Clerk e-Book Library.
- Continued to conduct training for City Council and City departmental staff relative to City Council and standing committee agenda process, as well as use of the City's Legislative Information Management System (LIMS).
- Continued the administration, training and operation of Granicus Legistar software for use by other City departments and subscriber advisory committees, including the Parks and Recreation Commission, the Long Beach Transit Board, and the Board of Water Commissioners.
- Successfully generated 1,437 legislative documents such as agendas, reports, contracts, ordinances, resolutions, public hearings, and city manager status reports.
- Successfully conformed 796 City contracts.

Elections Bureau Accomplishments

- Successful consolidation of the March 3, 2020 Primary Nominating Election for Office of the even offices of the City Council.
- Successfully coordinated one ballot measures on the March 3, 2020 Election ballot with the Los Angeles County Registrar-Recorder/County Clerk.
- Successful implementation of virtual civic engagement activities promoting voting and elections including National Voter Registration Day, and Election Day activities.
- Staff attended conferences and seminars related to elections and the California City Clerks Association annual and regional conferences.

Accomplishments, Challenges and Opportunities

- Monitored and achieved 98 percent of AB 1234 biennial ethics training compliance for all appointed members to City boards and commissions.
- Successful administration of form 700 e-filing with 97 percent on-time filing due on April 1, 2020. Form 700 – Statement of Economic Interests (SEI) Program – promotes an enhanced level of citywide monitoring and compliance by a SEI software program that has created efficiencies in the administration of the State mandated SEI program for the City Clerk Department (filing official), City department staff (filing officers) and filers (City Council, City staff, committee appointees and contract consultants).
- Completed State mandated citywide biennial code review by October 2020.
- Political Reform Act Biennial Code Review - The Political Reform Act requires every local government agency to review its conflict of interest code biennially to determine if it is accurate or, alternatively, that the code must be amended. The goal is to determine if positions need to be added or deleted, if position titles have changed and if the disclosure categories should be revised for any positions.
- Procured a new software app to allowing residents to sign up on an iPad to speak at in-person Council Meetings.
- Successful election of Classic police members in the Long Beach Police Officers' Association held on Friday, April 17, 2020.

Challenges

- Continuing the expansion of the Legislative Information Management System to City departments and interested advisory boards and commissions.
- Successful preparation and execution of digitizing all historical records in preparation for the move to the new Civic Center.
- Maintaining full compliance with biennial AB 1234 ethics training requirements for members of the City Council and members of advisory boards and commissions.
- Comply with Elections Code requirements for the consolidation of voter initiatives (and/or City sponsored ballot measures, if necessary) to be voted upon as a part of the March 3, 2020, Election, as well as the coordination of arguments in support or opposition to measures.
- Finding technical solutions that would fit in to virtual City Council and Standing Committee meetings process due to COVID-19.

Opportunities

- Continue training employees in the use of existing integrated information systems to increase efficiency and transparency.
- Expansion of civic engagement programs that promote civic participation at all levels.

Financial Summary by Category

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	(10)	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	3,026	850	850	850
Other Revenues	30,727	19,500	19,500	19,500
Intrafund Services	-	5,000	5,000	5,000
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	33,742	25,350	25,350	25,350
Expenditures:				
Salaries and Wages	1,140,399	1,305,028	1,305,028	1,307,968
Employee Benefits	625,681	791,183	791,183	780,610
Overtime	16,171	20,730	20,730	20,730
Materials, Supplies and Services	1,541,702	1,560,554	1,898,404	2,759,054
Interfund Support	240,746	217,357	217,357	246,433
Intrafund Support	-	-	-	-
Capital Purchases	8,182	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	-	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	3,572,881	3,894,851	4,232,701	5,114,794
Personnel (Full-time Equivalents)	16.50	16.26	16.26	15.26

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

[illegible]

Key Contacts

Monique De La Garza, City Clerk

411 West Ocean Boulevard, 11th Floor

Long Beach, CA 90802

Phone: (562) 570-6101

Fax: (562) 570-6789

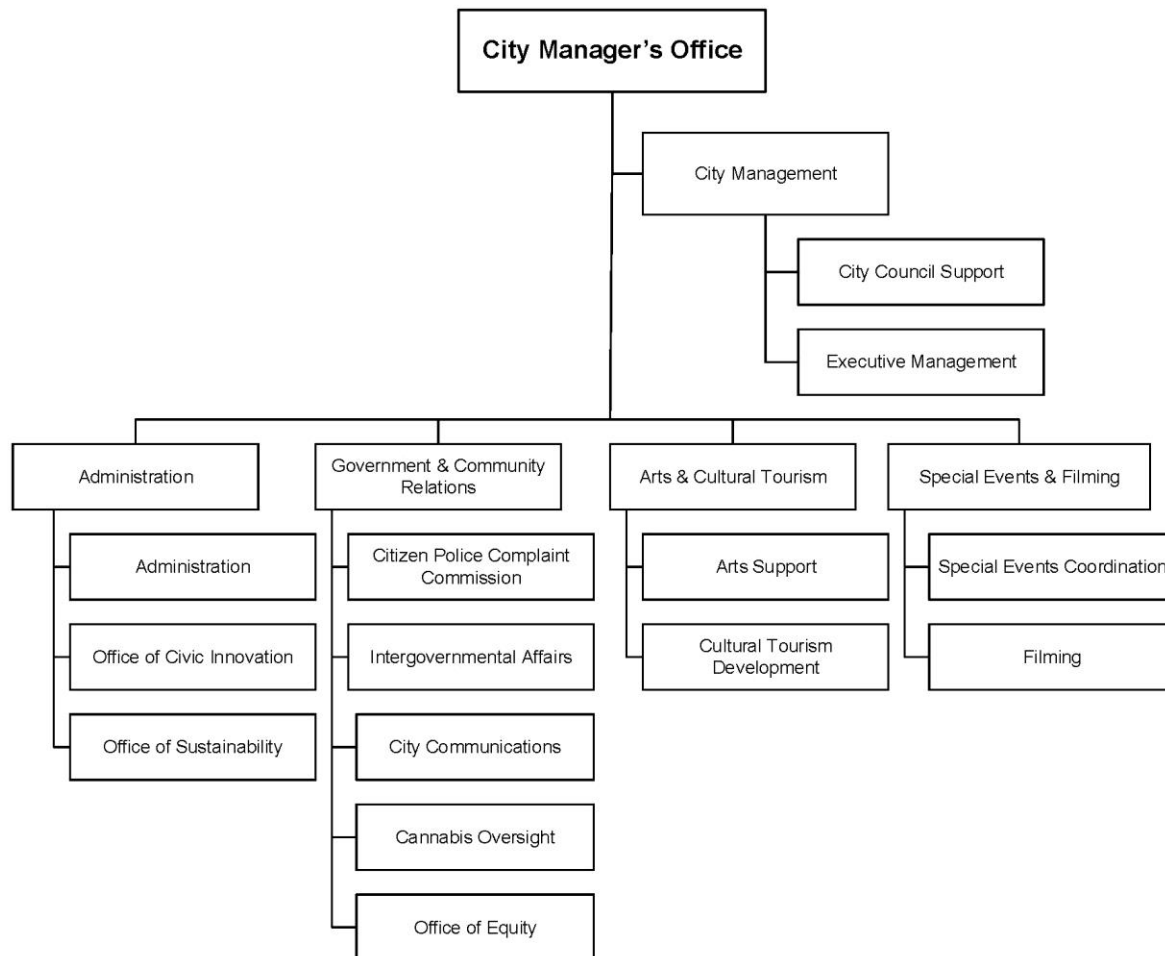
Email: cityclerk@longbeach.gov

www.longbeach.gov/cityclerk

www.longbeach.gov



City Manager



Thomas B. Modica, City Manager

Linda F. Tatum, Assistant City Manager

Kevin J. Jackson, Deputy City Manager

Teresa Chandler, Deputy City Manager

Department Overview

Mission:

To plan and direct the implementation of City programs and initiatives in accordance with City Council policies, the City Charter, the Municipal Code, and provide leadership for the effective delivery of municipal services for the community.

Core Services:

- Implement policy set by the City Council.
- Ensure City departments provide efficient delivery of services.
- Provide analysis and recommendations to the City Council to assist in policy making.
- Provide services to the community to reduce and eliminate the causes of crime.

FY 21 Focus:

City Council Support: Providing accurate information, analysis, and recommendations to the City Council in a timely manner continues to be a key focus of the City Manager's Office.

Executive Management: Providing high-level leadership, oversight, and support to City departments will continue to be a focus as the City faces new and on-going challenges. Working diligently to carry out City services and programs while promoting the City as a great place to visit, live, and work is a top priority.

Office of Public Affairs and Communications: Strategically engaging with the community, stakeholders and staff, while implementing effective and timely communications strategies to create awareness of City programs and initiatives, will continue to be the priority and key focus of the Office. Crisis and emergency communications will also remain at the forefront while the City continues to be in a public health emergency.

Intergovernmental Affairs (IGA): Providing legislative and funding advocacy at the county, State and federal levels of government remains a top priority. IGA is focused on securing additional resources to support COVID-19 pandemic response, community programs, homeless services, and infrastructure development.

Special Events and Filming: Maintaining filming operations as one of the film-friendliest cities in California will continue to be a main focus. Emphasis will be made to ensure special events have a streamlined and efficient permitting process for events that benefit Long Beach. Efforts to increase event day information on social media will be a key focus in FY 21.

Citizen Police Complaint Commission (CPCC): The CPCC will continue to receive and investigate allegations of police misconduct and provide support to the community. Staff will focus on the independent evaluation to reform the CPCC and will also continue to focus on community engagement and increasing transparency.

Office of Sustainability: The Office of Sustainability works passionately to equitably advance environmental stewardship and support local sustainability practices through direct services to residents and businesses as well as City operations and facilities. Its focus in FY 21 and beyond is to help create a more livable and resilient Long Beach.

Office of Civic Innovation (i-Team): As a national leader in government innovation, the Office of Civic Innovation will continue to focus on delivering initiatives that tackle large-scale challenges affecting local government with innovative solutions. With funding from departments and foundations, the Office of Civic Innovation serves as in-house consultants to City departments and together co-create effective approaches that address the most pressing issues. The Office of Civic Innovation provides innovative solutions to challenging issues impacting Long Beach by using private and public funding sources.

Department Overview

Cannabis Oversight: The primary focus of the Office of Cannabis Oversight is to regulate the cannabis industry in Long Beach. This includes licensing and regulating legal businesses, enforcing local laws, and implementing the cannabis social equity program. In FY 21, staff will focus on developing policies for the medical and adult-use cannabis markets, while ensuring that local regulations remain compliant with state laws.

Office of Equity: The Office of Equity leads implementation of the Racial Equity & Reconciliation Initiative and other equity-focused initiatives such as the Long Beach Justice Fund, Language Access Program, and Cannabis Reinvestment Program, to ensure that everyone can reach their highest level of health and potential for a successful life, regardless of their background and identity.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of Letters of Support and Opposition Written	68	70	37	60

A total of 68 letters of support and opposition were written in FY 19 and 37 letters of support and opposition were written in FY 20. The decrease in FY 20 is attributed to the State Legislature substantially reducing the total number of legislative proposals by roughly 75 percent due to the COVID-19 pandemic. This focus on the COVID-19 emergency is anticipated to continue into the 2021 Legislative session and may limit the bills considered by the Legislature. The Intergovernmental Affairs team communicates regularly with the City's State and federal delegations to convey interests in advancing specific programs to protect the City's interests as identified in the City's State and Federal Legislative Agendas.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of Filming Permits Processed	379	430	280	450

The City processed approximately 280 permits in FY 20. The FY 21 projection for filming permits is expected to increase from FY 20 due to the return of film production since the COVID-19 pandemic hit the industry, and because of enhancements in the State of California Film and Tax Credit Program, which has been fueling a boom in local production. The State Assembly and Senate both voted overwhelmingly to add another five years to the current \$330 million annual incentive program, which has been extended through 2025.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of Reported CPCC Complaint Investigations Completed	214	230	240	255

A total of 240 reported complaint investigations were completed in FY 20 by the Citizen Police Complaint Commission (CPCC) staff, and 255 are estimated to be completed in FY 21. With heightened local, state, and national police/community issues, the number of documented complaints and contacts is expected to increase. The number of documented contacts tracked by staff does not always correlate to the number of completed investigations since some of the contacts may not rise to the level of a formal investigation. High profile and complex cases resulted in a significant increase in staff and Commission time, increasing the average length of Closed Session deliberation by 4 hours.

FY 20 Accomplishments

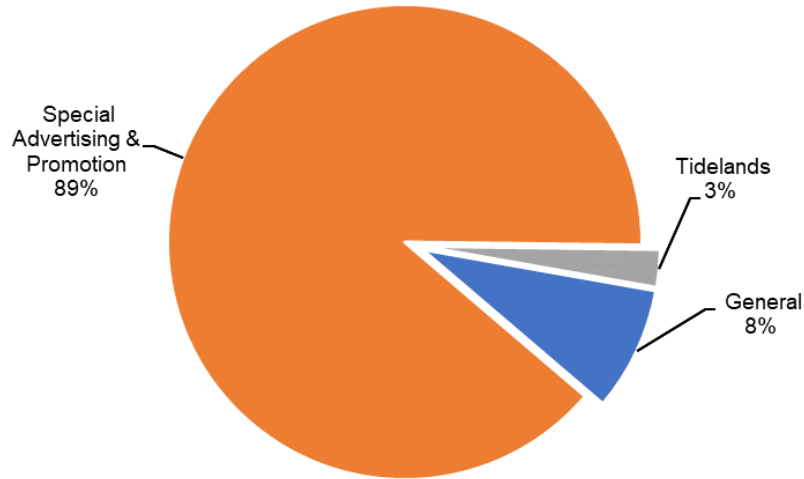
- The Office of Equity provided Citywide Language Access services, which ensured that COVID-19 public information about testing, City services and resources, health information and orders, closures and more were available in Spanish, Khmer and Tagalog.
- The Office of Equity was integrated into the Emergency Operations Center to inform COVID-19 response and community engagement, including Town Hall Forums specifically focused on providing information and resources to communities disproportionately affected by the health and economic impacts of COVID-19, including African American, Latinx and Cambodian community members.
- The Office of Equity launched the Long Beach Equity Toolkit for City Leaders and Staff, which describes what equity means and provides specific strategies that City leaders, staff, and partners can apply to make positive changes through equitable policies, programs, and services. Each of the nine tools contains questions to answer when applying an equity lens, along with case studies that show what the City is doing to make Long Beach a healthy, safe, and thriving community for all.
- The Office of Sustainability adapted previously in-person community education workshops to virtual formats. The Edible Garden program hosted 31 workshops and the Native Plant program hosted 37 workshops.
- The City of Long Beach continued its free Mulch Delivery and pickup program, providing 419 deliveries and redirecting over 239 tons of tree trimmings that would otherwise go to the landfill.
- The Office of Sustainability certified 21 businesses in FY 20 under the Green Business Program. Certified Green Businesses follow guidelines for energy and water conservation, pollution prevention, waste management, employee commute, and community education.
- In support of the City's Climate Action and Adaptation Plan, the Office of Sustainability partnered with the Southern California Association of Governments to begin a study on urban heat island reduction for a Long Beach neighborhood expected to be most impacted by extreme heat.
- In response to COVID-19, the Office of Civic Innovation collaborated with the Health and Human Services Department in providing care for people experiencing homelessness, opening shelters and launching Project Room Key.
- The Office of Civic Innovation provided data science and design support to develop the COVID-19 Data Dashboard.
- The Office of Civic Innovation developed the Homeless Services System Map that visually represents interactions with individuals experiencing homelessness across jails, government agencies, nonprofit providers, and hospitals.
- The Office of Civic Innovation co-facilitated the African American Cultural Center Steering Committee Meetings to support mission statement adoption, fiscal agent selection, and meaningful community engagement.
- The Office of Civic Innovation surveyed 550 Airport Customers and 22 Airport staff and tenants to enhance the Long Beach Airport Customer Experience (CX).
- Launched the Development Services Mapping Tool online highlighting over 75 major development projects
- Special Events and Filming continued to work on permitting and monitoring new and recurring small and large-scale virtual events and filming. Due to the COVID-19 pandemic, which began in early 2020, the focus of Special Events and Filming shifted to the issuance of Outdoor Activity Permits, allowing for almost 200 businesses to operate outdoors, when they otherwise would be forced to cease operations. Special Events and Filming also coordinated several large-scale food distributions in coordination with Los Angeles County, feeding tens of thousands of individuals.

FY 20 Accomplishments

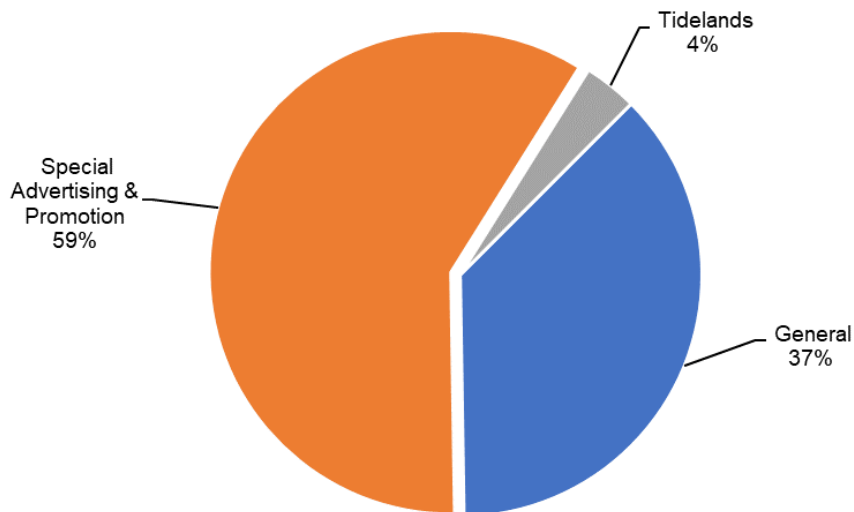
- The Citizen Police Complaint Commission (CPCC) enhanced its community presence in FY 20. With the release of the 2016 – 2019 CPCC Annual Reports and several steps taken to begin the process of reforming the CPCC, the community became more aware of the Commission and contact with the community increased tremendously. The full-time investigator vacancy in the CPCC was also filled.
- Intergovernmental Affairs helped the City secure \$40.28 million from the CARES Act through the State FY 21 budget and helped coordinate the City's spending plan for these funds.
- Intergovernmental Affairs successfully advocated for the inclusion of homeless services funding in the State FY 21 budget, of which the City received \$6,881,747.
- Intergovernmental Affairs lobbied Los Angeles County for COVID-19 public health resources, and the City received \$13,348,636.
- The City has received over 955 medical or adult-use cannabis business license applications. As of October 2020, the City has 79 licensed cannabis businesses operating in City of Long Beach.
- The City secured \$3.6 million in grant funding from the State of California to support equitable business ownership opportunities in the cannabis industry.
- In FY 20, the City received, processed, and responded to 6,005 PRA requests. Excluding requests for medical records, the City averaged 14.6 days to respond to and close out PRA requests. The total amount received does not take into account many PRA requests that seek multiple records in one request.
- The Office of Public Affairs developed and published the City's first Citywide Strategic Communications plan in over 10 years, and the City's first Citywide Community Engagement Playbook.
- Together with the Health and Human Services Department and the Fire Department Public Information Officer, the Office of Public Affairs established the City's Joint Information Center under the Incident Management Team and then the Emergency Operations Center to deliver effective, accurate and timely information to the public regarding the City's COVID-19 response and actions.
- The Office of Public Affairs coordinated, primarily through the City's Joint Information Center, over 450 press releases, notices and media updates (compared to 200 in FY19) to keep the public informed about City services, accomplishments, opportunities for community engagement and the City's response to the COVID-19 pandemic.
- The Office of Public Affairs developed hundreds of graphics for digital, social media and print to keep the community updated about COVID-19 Health Order changes and awareness.
- Continued to increase social media following on the City's primary accounts across platforms. Compared to FY 19, Instagram increased by over 100%, Facebook by nearly 40%, LinkedIn by over 25% and Twitter by over 4%.
- The Office of Public Affairs supported the process and deliverables pertaining to the City's Racial Equity and Reconciliation Initiative, the forthcoming Youth Strategic Plan and the updated Go Long Beach mobile app.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	753,500	6,164,671	(5,411,171)
Special Advertising & Promotion	7,920,102	9,789,511	(1,869,408)
Tidelands	229,000	593,938	(364,938)
Total	8,902,602	16,548,119	(7,645,517)

Summary of Changes*

General Fund	Impact	Position
Downgrade one Program Specialist position to a Clerk Typist III, and eliminate another Clerk Typist III position; split administrative duties among other staff members.	(94,920)	(1.00)
Reduce a half of the Manager of Cannabis Oversight position with the work to be merged with another existing position.	(94,281)	(0.50)
Reduce budget for Cannabis Oversight materials, supplies and consulting services.	(50,000)	-
Reduce budget to align more closely with actuals, including services and staff for CPCC commission meetings and the budgeted salary levels in the Intergovernmental Affairs Bureau.	(78,069)	-
Reduce 0.5 FTE Assistant to the City Manager – Administration position and assign selected administrative functions to other staff. Position is funded currently by both the General Fund and Special Advertising and Promotions Fund Groups.	(52,891)	(0.30)
Restructure of Office of Innovation by reducing 3.0 positions (going from 5.0 to 2.0 FTEs). Remaining costs will be offset by external funding sources and charges to departments for special projects.	-	(3.00)
Realign revenue and expense budget in the Office of Sustainability to continue to advance environmental stewardship and support local sustainability practices.	(17,849)	-
Reallocate the General Fund contribution to the Arts Council from the General Fund to be funded from the Special Advertising and Promotions Fund Group.	(25,000)	-
One-time reduction in expense for the single year suspension of the nationally ranked Management Assistant Program due to the operational uncertainty created by the COVID-19 pandemic.	(187,381)	-
Add a Deputy City Manager to the City Manager's Department to provide centralized coordination for the Citywide efforts related to homelessness issues, oversight of the Office of Equity that is being transferred from Health Department, and to manage the development and implementation of the City's racial equity and reconciliation goals.	256,920	1.00
Reallocate the Office of Equity from the Health and Human Services Department to the City Manager's Office, including a Special Projects Officer and an Assistant Administrative Analyst related to Language Access, reflecting a citywide commitment to elevate and integrate the principles and goals of equity throughout the City.	248,979	2.00
Add a Community Program Specialist position to expand and support the efforts of the Office of Equity.	113,979	1.00
One-time funding to support an additional temporary staff person for the Office of Equity who is not fully offset by grants.	62,291	
One-time funding to provide training and education on equity throughout the organization.	100,000	

Summary of Changes*

Ongoing support for the Language Access Program (LAP) to promote equal access to City services for all residents.	200,000	-
Increase budget to support the reform and innovation of the Citizens Police Complaints Commission (CPCC). The funds in the first year will be used to conduct a study to evaluate changes and innovations to the CPCC. Moving forward the funds will help support the implementation of the study's recommendations.	150,000	-
Add an Assistant to the City Manager position to provide Ethics Commission staff support, including studies, reports, and consulting services for the Commission.	180,000	1.00
Add one Assistant Administrative Analyst to coordinate the California Public Records Act (PRA) process citywide and assist with other administrative functions.	87,166	1.00
One-time funding to support community engagement and implementation strategies to ensure an accurate count in the decennial census which has been extended by the Federal Government due to the COVID-19 pandemic.	15,000	-
One-time funding to support the 2021 Redistricting Plan including communications, consultants and internal coordination efforts associated with the previously approved Measure DDD.	250,000	-
Ongoing support for the Long Beach Justice Fund, a public-private partnership managed by the Office of Equity which provides legal representation for immigrants who live or work in Long Beach and are facing deportation.	300,000	-

Special Advertising and Promotions Fund	Impact	Position
Reallocate the General Fund contribution to the Arts Council from the General Fund to be funded from the Special Advertising and Promotions Fund Group.	25,000	-
Reclassify a Program Specialist to a Clerk Typist III in the Administration Bureau and align budgeted salaries to match actual spending in the Intergovernmental Affairs Office.	(26,191)	-
Reduce an Events Coordinator I position and a Clerk Typist II position, which support Special Events and Filming. Align the materials budget in Special Events and Filming to more closely with actual spending.	(203,942)	(2.18)
Reduce half of the Assistant to the City Manager – Administration position and assign selected administrative functions to other staff. The position is funded currently by both the General Fund and Special Advertising and Promotions Fund Groups.	(35,261)	(0.20)
Reduce one Program Specialist position in the Office of Public Affairs which supported communications, marketing and social media messaging. The remaining work will be distributed within the Office of Public Affairs.	(112,206)	(1.00)

Summary of Changes*

Reduce ongoing support for the Arts Council for Long Beach due to significant revenue loss in the Special Advertising and Promotions Fund and risk of draining funds available.	(25,215)	-
Reduce ongoing support for the Long Beach Convention and Visitors Bureau due to significant revenue loss in the Special Advertising and Promotions Fund and risk of draining funds available.	(450,000)	-
Reduce ongoing support for the Long Beach Museum of Art due to significant revenue loss in the Special Advertising and Promotions Fund and risk of draining funds available.	(18,450)	-

*For ease of review, reallocations of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Administration

Key Services:

1. Administration

- Office Management
- Budget and Accounting
- Citywide Public Records Requests Coordination
- Citywide Contract and Purchasing Request Approvals
- Employee Safety and Training
- Human Resources/Personnel
- Procurement
- Citywide ADA Coordination

Administration	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	293,390	(263,390)	-
Expenditures	1,278,902	257,753	727,735
FTEs	2.56	3.56	3.28

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Note: Due to system limitations funding may not be representative of category and will be fixed in the future. Additionally, with the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Cannabis Oversight

Key Services

1. Cannabis Oversight

- Licensed Business Regulation
- Unlicensed Business Enforcement
- Home Cultivation and Personal Use Regulation
- Public Education and Outreach
- Coordination with Local and State Legislators on Cannabis Policies

Cannabis Oversight	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	555,000	3,613,991	-
Expenditures	330,140	3,982,881	231,154
FTEs	2.00	2.00	1.50

*Adjusted Budget as of August 31, 2020

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City Council Support

Key Services:

1. City Council Support

- City Manager Department Council Letter Coordination
- City Council Briefings
- City Council Inquiries
- Formal City Council Reports

City Council Support	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	-	-
Expenditures	660,229	705,265	703,459
FTEs	2.85	2.85	2.30

*Adjusted Budget as of August 31, 2020

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Executive Management

Key Services:

1. Executive Management

- Executive Leadership
- Strategic Initiatives
- Fiscal Oversight

Executive Management	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	1,681	-	-
Expenditures	1,444,344	1,802,765	1,731,859
FTEs	7.72	6.72	8.25

*Adjusted Budget as of August 31, 2020

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Note: Due to system limitations funding may not be representative of category and will be fixed in the future. Additionally, with the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Citizen Police Complaint Commission

Key Services:

1. Citizen Police Complaint Commission

- Complaint Investigations
- Investigative Reports
- Commission Meetings
- Training
- Community Engagement

Citizen Police Complaint Commission	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	-	-
Expenditures	355,146	363,106	516,633
FTEs	2.50	2.50	2.50

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Note: Due to system limitations funding may not be representative of category and will be fixed in the future. Additionally, with the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Intergovernmental Affairs

Key Services:

1. Intergovernmental Affairs

- State and Federal Legislative Agendas
- County ballot measures
- Legislative Analyses and Reports
- Support and Opposition Letters and Regulatory Comment Letters

Intergovernmental Affairs	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	-	-
Expenditures	422,926	409,633	363,224
FTEs	2.75	2.75	2.75

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Note: Due to system limitations funding may not be representative of category and will be fixed in the future. Additionally, with the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

City Communications

Key Services:

1. City Communications

- Citywide Media Relations and Event Planning
- Social Media Delivery
- Citywide Communications Coordination
- Communications Training
- Citywide Marketing, City Identity and Branding
- Citywide Crisis and Emergency Communications

City Communications	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	-	-
Expenditures	134,570	33,165	20,222
FTEs	5.00	6.00	5.00

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Note: Due to system limitations funding may not be representative of category and will be fixed in the future. Additionally, with the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Arts Support

Key Services:

1. Arts Support

- Arts Grants
- Performing and Visual Arts Opportunities
- Joint Marketing Efforts
- Arts Council Training and Support
- Cultural-based Art Opportunities
- Arts Administrative Support Activities

Arts Support	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	285,093	220,000	220,000
Expenditures	885,661	1,800,887	855,672
FTEs	0.00	0.00	0.00

*Adjusted Budget as of August 31, 2020

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Cultural Tourism Development

Key Services:

1. Cultural Tourism Development

- Convention Center Marketing
- Special Event Coordination
- Advertising
- Visitor Information Services

Cultural Tourism Development	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	11,376,706	10,561,576	6,936,277
Expenditures	8,965,542	9,224,402	7,569,935
FTEs	1.12	1.12	0.92

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Office of Civic Innovation

Key Services:

1. Innovation Team

- User centered design
- Quantitative data analysis
- Qualitative interviews and focus groups
- Co-create goals and objectives
- Prototype Solutions
- Develop Metrics for Success
- Develop and implement long term implementation strategies
- Sharing & Reporting Successes and Challenges

Office of Civic Innovation	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	442,883	300,000	-
Expenditures	651,216	1,776,708	(44,823)
FTEs	5.00	5.00	2.00

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

+ The Adopted FY 21 budget has a negative placeholder to represent costs being funded through other sources. Excluding this negative expense transfer line, the budget is \$350,063.

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Special Events Coordination

Key Services:

1. Special Events Coordination

- Monitoring Citywide Special Events
- Permitting and Compliance
- Promotion of the City and its World-Renowned Facilities

Special Events Coordination	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	1,006,138	537,825	537,825
Expenditures	1,605,296	1,601,345	1,146,519
FTEs	6.54	6.54	5.45

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Filming

Key Services:

1. Filming

- Monitoring Citywide Film Production
- Permitting and Compliance
- Promotion of the City and its World-Renowned Facilities

Filming	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	675,703	625,000	625,000
Expenditures	776,041	957,281	811,323
FTEs	6.64	6.64	5.55

*Adjusted Budget as of August 31, 2020

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Office of Sustainability

Key Services:

1. Sustainability

- Initiate and Coordinate Citywide Sustainability Initiatives
- Public Education and Outreach
- Certification and Recognition of Sustainable Businesses
- Provide Training Opportunities for Green Jobs
- Sustainability Program and Policy Analysis
- Grant Procurement

Office of Sustainability	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	463,588	546,000	583,500
Expenditures	488,729	537,608	583,500
FTEs	5.31	5.31	5.31

*Adjusted Budget as of August 31, 2020

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Office of Equity

Key Services:

1. Equity

- Initiate and Coordinate Citywide Equity Initiatives
- Equitable Policy and Program Development
- Community Partnerships and Engagement

Office of Equity	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	-	-
Expenditures	-	-	1,331,707
FTEs	0.00	0.00	4.00

*Adjusted Budget as of August 31, 2020

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Additionally, with the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	11,121,964	10,458,314	10,458,314	6,707,277
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	2,063,422	1,157,825	1,157,825	1,157,825
Fines and Forfeitures	-	-	-	-
Use of Money & Property	336,031	229,000	229,000	229,000
Revenue from Other Agencies	324,441	-	3,613,991	-
Charges for Services	227,192	846,000	846,000	583,500
Other Revenues	(1,784)	5,000	5,000	5,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	532,495	-	-	-
Interfund Transfers	496,422	220,000	220,000	220,000
Other Financing Sources	-	-	-	-
Total Revenues	15,100,183	12,916,139	16,530,130	8,902,602
Expenditures:				
Salaries and Wages	4,813,255	5,354,763	6,407,394	5,478,259
Employee Benefits	2,351,405	2,658,413	2,408,883	2,678,934
Overtime	50,442	12,000	5,949	12,000
Materials, Supplies and Services	9,117,422	8,204,956	14,039,218	7,572,401
Interfund Support	1,095,751	706,835	925,406	806,525
Intrafund Support	820	-	-	-
Capital Purchases	-	-	(160,874)	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	569,648	-	(173,179)	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	17,998,743	16,936,968	23,452,797	16,548,119
Personnel (Full-time Equivalents)	49.99	50.99	50.99	48.81

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

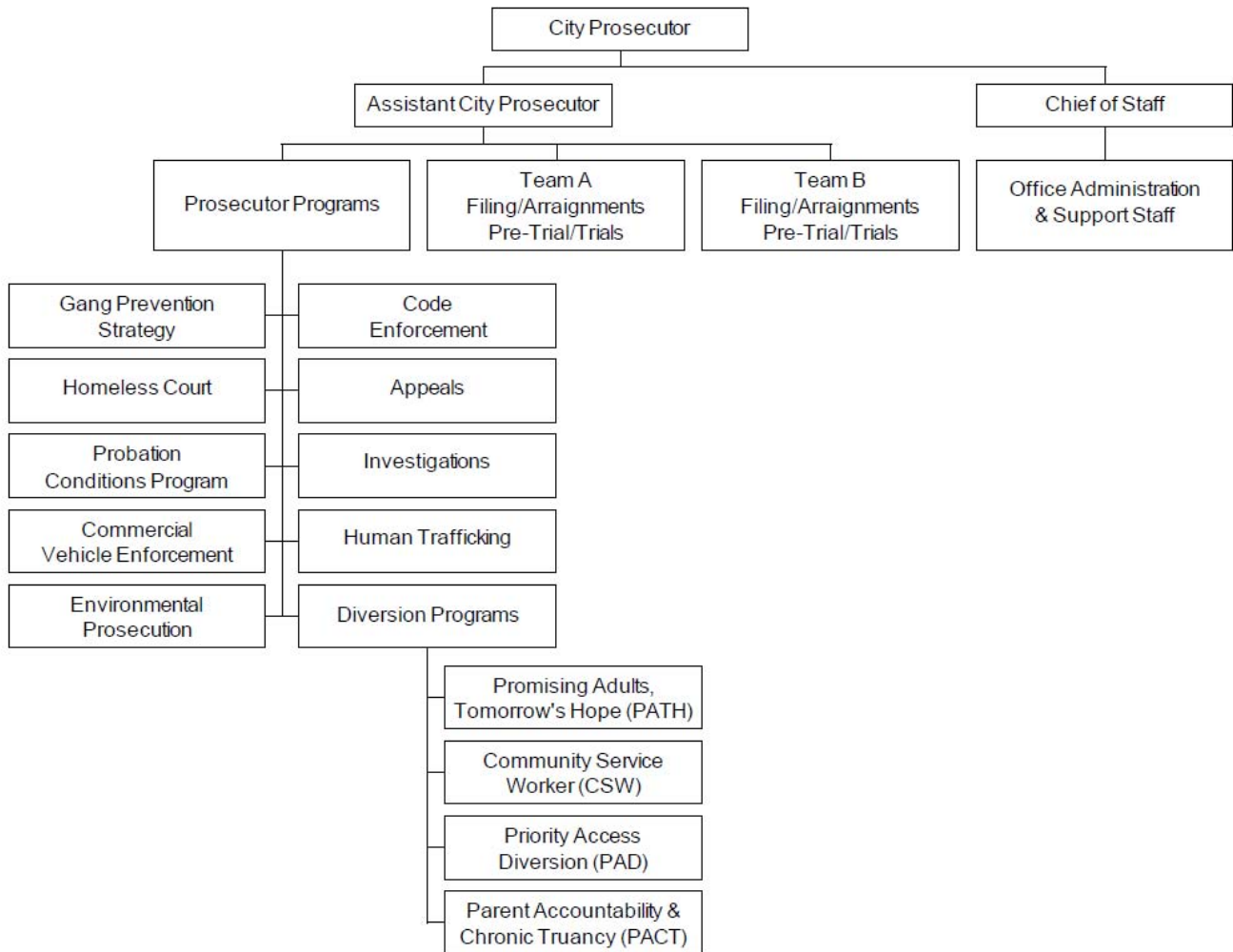
**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
City Manager	1.00	1.00	1.00	276,929	290,775
Administrative Analyst III	1.00	1.00	1.00	91,853	96,505
Administrative Assistant-City Manager	1.00	-	-	-	-
Administrative Deputy to City Manager	-	1.00	1.00	144,456	170,070
Administrative Intern - NC	2.31	2.31	2.31	76,686	76,678
Assistant Administrative Analyst I	2.00	1.00	1.00	56,737	59,636
Assistant Administrative Analyst II	1.00	1.00	3.00	63,410	197,384
Assistant City Manager	1.00	1.00	1.00	262,441	272,444
Assistant to City Manager - Ethics	5.00	-	1.00	-	113,593
Assistant to City Manager - Administration	-	1.00	0.50	113,593	61,045
Assistant to City Manager - Special Projects	-	1.00	1.00	118,154	118,154
Clerk Typist II - NC	1.18	1.18	-	46,893	-
Clerk Typist III	1.00	1.00	1.00	47,056	42,539
Community Program Specialist III	-	-	1.00	-	68,260
Deputy City Manager	1.00	1.00	2.00	208,167	416,335
Events Coordinator I	4.00	4.00	3.00	224,529	180,186
Events Coordinator II	3.00	3.00	3.00	224,596	224,596
Executive Assistant	1.00	1.00	1.00	76,698	73,197
Executive Secretary to Asst City Manager	1.00	1.00	1.00	80,887	85,332
Executive Secretary to City Manager	1.00	1.00	1.00	99,923	90,024
Investigator - City Manager	1.50	1.50	1.50	87,525	96,048
Management Assistant	2.00	2.00	2.00	114,468	114,468
Manager - Cannabis Oversight	-	1.00	0.50	122,090	61,045
Manager - Citizen Police Complaint Commission	-	1.00	1.00	118,154	105,043
Manager - Communication and Government Affairs	-	1.00	1.00	156,367	113,593
Manager - Government Affairs	1.00	-	-	-	-
Manager - Office of Civic Innovation	-	1.00	1.00	132,705	132,705
Manager - Special Events	1.00	1.00	1.00	128,688	128,688
Program Specialist	13.00	14.00	9.00	1,102,107	705,332
Public Affairs Assistant	-	1.00	1.00	60,504	68,212
Public Affairs Officer	1.00	1.00	1.00	127,552	140,057
Secretary	1.00	1.00	1.00	55,446	55,446
Special Projects Officer	2.00	2.00	3.00	201,158	276,189
Subtotal Salaries	49.99	50.99	48.81	4,619,772	4,633,577
Overtime	-	-	-	12,000	12,000
Fringe Benefits	-	-	-	2,559,704	2,626,479
Administrative Overhead	-	-	-	98,709	99,855
Attrition/Salary Savings	-	-	-	(79,658)	(79,658)
Expenditure Transfer	-	-	-	814,649	876,940
Total	49.99	50.99	48.81	8,025,177	8,169,193

City Prosecutor



Mission Statement

It is our mission to ethically and effectively prosecute the guilty, protect crime victims, and improve the quality of life in Long Beach. We are committed to ensuring that justice is done.

Department Goals

Overview

The City Prosecutor is responsible for the prosecution of adult misdemeanor and infraction violations of state and local law, typically about 14,000 cases each year. The City Prosecutor's Office also handles appeals and writs of habeas corpus, and drafts and renders legal opinions regarding penal ordinances.

Types of Cases Prosecuted

Cases prosecuted by the City Prosecutor range from relatively minor crimes to significant acts of violence; however, the District Attorney, not the City Prosecutor, prosecutes all felonies and juvenile cases.

The following is a small sampling of some of the crimes prosecuted by the City Prosecutor:

- Driving under the influence of alcohol or drugs
- Battery
- Supervising a Prostitute
- Overweight commercial vehicles
- Vehicular manslaughter
- Commercial Burglary
- Failure to register as sex offender
- Child and Elder abuse
- Lewd conduct in public
- Resisting or obstructing a law enforcement officer
- Cruelty to animals
- Vandalism
- Graffiti
- Reckless driving
- Building without a permit (e.g., garage conversion)
- Driving on suspended license
- Public Intoxication/Under the influence of drugs
- Violation of court order (includes gang injunctions)
- Domestic violence
- Hit and run
- Carrying concealed weapon
- Code Enforcement
- Unlicensed business
- Contributing to the Delinquency of a minor
- Possession of heroin, cocaine, methamphetamine

Investigating Agencies

A number of state, county and city agencies and departments present cases to the City Prosecutor's Office. After an investigating agency presents a case for potential criminal prosecution, the City Prosecutor must independently review the facts and law to determine if the matter is appropriate for criminal prosecution. Examples of some investigating and referring agencies include:

- Long Beach Police Department
- Other City Departments including: Code Enforcement, Health and Human Services Department, Animal Care Services, Harbor Patrol, Fire Department, Building & Safety
- CA Contractors State Licensing Board
- CA Highway Patrol
- LA Sheriff's Department
- CA Department of Fish & Game
- Cal-OSHA
- Cal-EPA
- CSU Police Department
- Other prosecuting agencies (e.g., District Attorney, Attorney General)

FY 20 Accomplishments

Priorities and Accomplishments

The Long Beach City Prosecutor's Office is true to its Mission Statement, which states, "It is our mission to ethically and effectively prosecute the guilty, protect crime victims, and improve the quality of life in Long Beach." All City Prosecutor employees recognize the duty to fairness to which we are charged: "We are committed to ensuring that justice is done."

Response to COVID-19

As the most significant public health crisis of this generation, the COVID-19 global pandemic has affected every aspect of the criminal justice system. The handling of misdemeanor cases has changed in many significant ways, including the following: (1) virtually all misdemeanor arrestees are released on \$0 bail; (2) many persons serving their post-conviction sentences were released to reduce jail congestion; (3) most cases scheduled for court have been continued multiple times creating a backlog of pending cases; and (4) an increasing number of criminal defendants do not appear for their court dates, resulting in a large volume of arrest warrants. Court activity increased toward the end of Summer 2020, but jury trials did not resume so the backlog of cases continued to intensify.

The work of the Los Angeles Superior Court is deemed essential, so courts remained open during the pandemic. The City Prosecutor's Office quickly adapted to an ever-changing court environment. To the extent work could be done remotely, the City Prosecutor's office adopted flexible work schedules allowing employees to alternate between working from home and working in the court and office.

Criminal Justice Innovations

In 2019, the City Prosecutor's Office received the largest grant in its history. The U.S. Department of Justice awarded \$360,000 from the Innovative Prosecution Solutions Grant Program to the City Prosecutor's Office to develop a mobile app called GUIDES, designed to connect or reconnect persons suffering from mental illness, substance abuse, or homelessness to the services they need.

The Long Beach City Prosecutor's Office's IPS grant was one of only 20 grants awarded nationally, and is the largest grant given to a California agency. The grant includes funding for development of the app, training, and an evaluation. Although the COVID-19 pandemic has caused delays, the GUIDES app is expected to be functioning by Summer 2021.

Leader in Court Diversion

The City Prosecutor's Office continues to be a leader in creative diversion programs that will reduce crime long term, save taxpayers money, and reduce court congestion. In 2016, the Office initiated the Promising Adults, Tomorrow's Hope (PATH) program to assist 16-24 year-old offenders. Diverting youthful offenders into employment services and career opportunities not only saves taxpayers money, but it helps to improve the rehabilitative outcomes for justice-involved persons.

The PATH program is believed to be the first of its kind in the country. PATH has grown since its inception and will change more in the future as the services needed by youthful offenders also changes. One change under consideration is the expansion of PATH to those over the age of 24.

Another program for which the department is nationally known is the City Prosecutor's Community Service Worker (CSW) program, also known as CSW. In 2016, the City Prosecutor's Office was recognized by Neighborhoods USA, as the "Best Neighborhood Program" in America. This award was

FY 20 Accomplishments

given by NUSA at its annual conference in Memphis, TN, in the *Physical Revitalization* category. NUSA stated:

“In Long Beach, Calif., neighborhood groups and non-profit organizations get more done in less time with help from the City’s Community Service Worker program, implemented by the Long Beach City Prosecutor’s Office. What started as court diversion has grown into an innovative program that beautifies and restores public areas while empowering individuals and saving taxpayers money.”

The CSW program allows low level, first-time offenders to perform community labor in lieu of facing jail time or significant fines (which often go unpaid). The CSW program has saved taxpayers hundreds of thousands of dollars over the past 8 years, while beautifying and improving our public beaches, wetlands, parks, and streets.

In 2017, the City Prosecutor’s Office was notified that it was selected to participate in the first State-funded pre-booking diversion program known as Law Enforcement Assisted Diversion (LEAD). The LEAD grant will provide significant resources to those detained or arrested for drug or prostitution-related offenses with the goal of providing services in lieu of the traditional criminal justice process. Data has been collected and will be analyzed to determine whether pre-booking LEAD diversion is successful, and whether it can be replicated in other jurisdictions.

Also created in 2017, the Priority Access Diversion (PAD) program focuses on the most chronic offenders in Long Beach who also suffer from mental health and/or substance abuse. PAD provides a residential (live-in) treatment program as an alternative to incarceration in jail, and the City Prosecutor’s Office has dedicated one prosecutor and one social worker to focus on assisting PAD-eligible defendants. Due to the continuing rise in homelessness and the reluctance of some people to accept treatment, the PAD program is expected to become a growth area for the City Prosecutor’s Office.

Environmental Prosecution

The City Prosecutor’s Office continues to expand the work of its Environmental Prosecutions section started six years ago with a \$50,000 grant from the National Fish and Wildlife Foundation (NFWF). In addition to handling cases referred by the California Department of Fish and Game, the office looks for other areas where it can advance the work of protecting the environment.

One area that remains active is in commercial vehicle enforcement. While most trucking companies go to great lengths to comply with all environmental and safety regulations, some businesses attempt to gain a competitive advantage by carrying unsafe loads. Recently, the City Prosecutor’s Office secured what is believed to be the largest misdemeanor court fine ever in the history of the Long Beach Courthouse against Oakland-based Pacific Coast Container. PCC pleaded “no contest” to 47 misdemeanor counts and was ordered to pay fines and penalties in excess of \$460,000 for transporting dangerous and overweight loads in violation of State law.

RISE Program

The FY 19 budget included one-time funding for the City Prosecutor’s Office to aid with post-conviction relief for persons who are eligible to have their records cleared, and a number of other case clearing assistance. In November 2018, the City Prosecutor’s Office launched the Restoration Initiative for Safety and Employment (RISE), which provides post-conviction relief as well as expands pre-filing diversion programs designed to hold first-time offenders accountable while reducing the impact of criminal convictions. In partnership with several local community groups throughout Long Beach, free events will be held. Funds not used in FY 19 nor FY 20 will be used to continue RISE in FY 21.

FY 20 Accomplishments

Gang Prevention Strategies

The City Prosecutor's Office is recognized as a national leader in many respects, including the prevention and suppression of gang activity. The City Prosecutor's *Gang Prevention Strategy* has been recognized by Neighborhoods USA as one of the nation's "Best Neighborhood Programs." At the award presentation to City Prosecutor Doug Haubert at Neighborhoods USA's annual conference in Minneapolis, MN, the *Gang Prevention Strategy* was described as follows:

"In Long Beach, police and prosecutors have developed a three-part strategy that suppresses gang violence, creates community partnerships, and keeps at-risk kids in school. Combining new technology with a neighborhood-based approach, the Gang Prevention Strategy could become a model for prosecutors across the nation."

In 2014, the United States Department of Justice, Office of Juvenile Justice and Delinquency Prevention, awarded a grant to the City Prosecutor's Office to expand its mission of reducing gang violence. The grant funds are working to keep chronic truants in school, so they do not become gang recruits or victims of gang violence.

This year, the City Prosecutor's Office updated its policies and procedures related to gang court orders and provided notice to all affected persons. The Office is seen as a leader in the fair and effective enforcement of court orders, and, working with LBPD, the City Prosecutor's Office continues to target the most active and dangerous gang members in a successful effort to prevent and reduce violent crimes in Long Beach.

While being proactive in reducing gang violence, the City Prosecutor's Office is also working with community groups to help keep youth out of gangs and to curb gang recruitment. Additionally, efforts are made to assist former gang members get jobs or return to school.

To prevent the persistence of street gangs, the City Prosecutor works with the Police Department, Long Beach Unified School District, and community groups on gang prevention and anti-truancy programs. According to LBUSD Board Member Dr. Felton Williams, "Long Beach schools have never had this level of support and assistance from a City Prosecutor...making our schools and our community safer." The Parent Accountability and Chronic Truancy (P.A.C.T.) Program is now in its eighth year and continues the effort to keep kids in school and out of trouble.

Budget Constraints

One of the most important priorities for the City Prosecutor's Office is to stabilize funding which was significantly cut during the last recession. Although the cuts have been partially restored, the City Prosecutor's Office has taken on more responsibility, including the development of diversion and alternative sentencing programs. Future cuts could impair the department's ability to continue some of its programs or fulfill its charter-mandated duties and jeopardize public safety.

Although General Fund cuts to the City Prosecutor's Office have been severe, the Department continues to look for new sources, such as grants and cost recovery programs, to stabilize funding so it can accomplish its duties. Innovative programs, such as the PATH diversion program, the Community Service Worker (CSW) program, and environmental prosecution each year are threatened with elimination by budget shortages.

For a more detailed list of the City Prosecutor's programs and accomplishments, visit: www.CityProsecutorDougHaubert.com.

Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	360,000	-
Charges for Services	81,056	118,645	118,645	118,517
Other Revenues	81,412	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	109,330	-	-	-
Other Financing Sources	-	-	-	-
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Total Revenues	271,798	118,645	478,645	118,517
Expenditures:				
Salaries and Wages	3,251,577	3,367,916	4,281,765	3,102,236
Employee Benefits	1,907,855	2,127,861	2,070,489	2,166,771
Overtime	19,170	4,000	(14,964)	4,000
Materials, Supplies and Services	188,523	245,416	651,696	245,416
Interfund Support	250,558	357,838	358,278	477,930
Intrafund Support	123	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	1,299	1,841	1,513	1,841
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	109,330	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
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Total Expenditures	5,728,434	6,104,872	7,348,777	5,998,194
Personnel (Full-time Equivalents)	38.38	38.38	38.38	38.38

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
City Prosecutor	1.00	1.00	1.00	239,152	246,402
Assistant City Prosecutor	1.00	1.00	1.00	193,034	196,894
Chief of Staff - Prosecutor	1.00	1.00	1.00	126,096	126,096
Community Service Worker Program Coord	1.00	1.00	1.00	68,553	68,553
Deputy City Prosecutor	2.00	2.00	2.00	168,995	169,782
Deputy City Prosecutor I	2.70	2.70	2.70	278,283	282,374
Deputy City Prosecutor II	2.00	2.00	2.00	193,228	197,963
Deputy City Prosecutor III	4.00	4.00	4.00	505,934	505,934
Deputy City Prosecutor IV	3.50	3.50	3.50	483,091	495,214
Investigator - City Prosecutor	1.23	1.23	1.23	98,360	101,942
Legal Technologist - Prosecutor	1.00	1.00	1.00	102,289	102,289
Office Specialist - Prosecutor	0.45	0.45	0.45	44,506	44,506
Paralegal-Prosecutor	3.50	3.50	3.50	241,025	245,506
Program Specialist - City Prosecutor	1.00	1.00	1.00	62,834	62,834
Prosecutor Assistant	1.00	1.00	1.00	55,051	56,337
Prosecutor Assistant I	6.00	5.00	5.00	318,552	318,552
Prosecutor Assistant II	-	1.00	1.00	66,064	66,064
Prosecutor Assistant III	3.00	3.00	3.00	222,477	221,016
Senior Prosecutor Asst	2.00	2.00	2.00	156,936	158,398
Supervising Prosecutor Asst	1.00	1.00	1.00	90,968	90,968
Subtotal Salaries	38.38	38.38	38.38	3,715,429	3,757,624
Overtime	-	-	-	4,000	4,000
Fringe Benefits	-	-	-	2,048,474	2,085,823
Administrative Overhead	-	-	-	79,388	80,948
Attrition/Salary Savings	-	-	-	(347,513)	(655,388)
Expenditure Transfer	-	-	-	-	-
Total	38.38	38.38	38.38	5,499,777	5,273,007

Key Contacts

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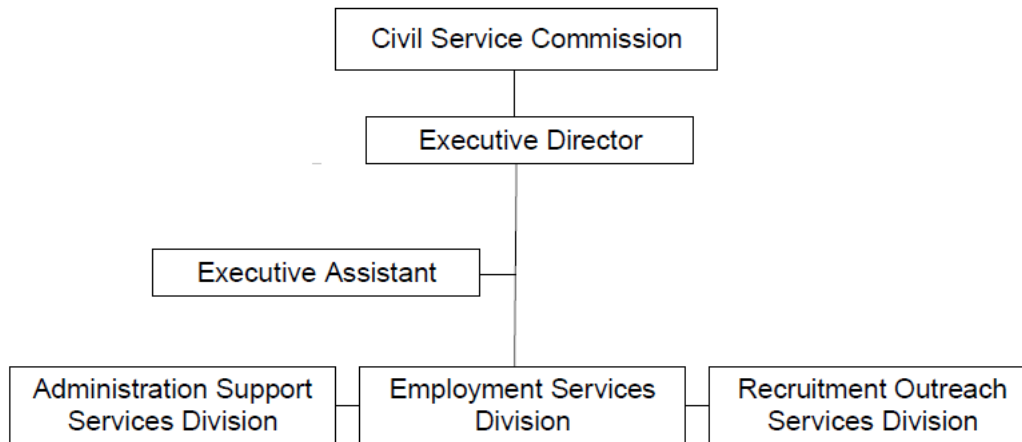
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Civil Service



Mission Statement:

We are committed to providing collaborative, technical, operational, and strategic guidance and support on a wide range of employment matters to ensure a quality workforce for the City of Long Beach.

We do this by:

- Providing an employee selection system designed to attract and retain high-quality, diverse individuals who demonstrate our organizational values and are reflective of our community.
- Listening to the needs of customers and operating departments and responding accordingly.
- Keeping abreast of best practices and trends related to merit-based employment principles and guidelines.

FY 20 Accomplishments

Civil Service Commission is mandated by Article XI Section 1100 of the Charter of the City of Long Beach. The five members of the Commission are appointed by the Mayor and are approved by the City Council. The Civil Service Commission appoints the Executive Director of Civil Service. The Executive Director appoints Civil Service Department staff members.

- Managed 74 Employee Transfer Requests through the online process designed in the NEOGOV applicant tracking system. Added three new transfer job postings for classifications utilized by multiple departments.
- Promoted the job interest card feature to notify potential and returning applicants of upcoming job opportunities for classified and unclassified recruitments. Received 3,405 subscriptions for 483 classifications.
- Provided weekly communication to constant contact (LinkLB) subscribers of Current and Upcoming Job Opportunities weekly updates and Current Eligible List monthly report to 2,809 subscribers. A total of 54 campaigns were distributed to subscribers.
- Administered and managed the NEOGOV System, which includes 164 Insight and 277 Online Hiring Center active users Citywide. Increased the number of users, provided timely customer service and technical support, provided individualized department user training sessions for six departments; and 12 exam development NEOGOV training sessions for Civil Service staff.
- Administered and managed the Modern Hire (formerly Montage) online video-based interviewing program, which includes 52 active users citywide. Utilized the testing platform for 46 city-wide recruitments. A total of 700 video interviews were submitted through the Modern Hire testing platform.
- Developed and implemented a new Service Calculation process to streamline service calculation for layoff orders and seniority points calculations.
- Processed over 4,023 personnel transaction documents in service to City departments.
- Processed/certified over 966 requisitions in service to City departments.
- Transferred 305 inactive employee files to the Record Center.
- Processed over 11,840 applications and managed 164 recruitments.
- Created 181 eligible lists which yielded 6,233 eligible candidates for hire.
- Partnered with the Police Department to conduct two Police Recruit orientation workshops.
- Approved and adopted four classification specification revisions for the classified service: Project Budget Analyst, Personnel Analyst, Laboratory Analyst, and Licensed Vocational Nurse.
- Received and processed nine requests to provisionally fill classified vacancies.
- Received and processed 31 probationary extensions, of which 27 were due to the COVID-19 pandemic.
- Received, processed and completed 9 employee disciplinary appeal hearings over the course of 24 hearing days. Received and processed 17 disciplinary appeals; processed 7 settlement agreements; and facilitated the scheduling of 1 disability retirement appeal hearing.
- Continued the Police Recruit continuous filing process to expand the Police Recruit applicant pool, which resulted seven POST PELLETB exam administrations.

FY 20 Accomplishments

- Administered three promotional examinations: Police Lieutenant, Principal Building Inspector, and Fire Captain. Other public safety examinations administered were: Marine Safety Officer, Police Officer-Lateral, Police Recruit, Public Safety Dispatcher, and Special Services Officer.
- Civil Service staff reassigned to the Emergency Operations Center played a crucial role in the City's response to the COVID-19 pandemic. These efforts included overseeing congregate shelter sites and Project Room Key facilities that significantly reduced the spread of the disease by providing safe isolation and quarantine facilities for underserved populations across the city. Department staff also lead the Volunteer and Donation Branch for the Incident Management Team that created an entirely new electronic support systems and processed over 500 offers for volunteer support, donations, and discounted goods.
- Civil Service members also lead the federally sponsored Great Plates Delivered program. This unprecedented initiative involved developing a financial, accounting, purchasing, and logistical infrastructure that supported a network of 16 food providers mobilized to deliver healthy, nutritious meals to at risk seniors. The team closely coordinated efforts with City Council managing a program that delivered over 105,000 meals to approximately 550 Long Beach residents while effectively leveraging available state and federal funding.
- Civil Service staff collaborated with the Human Resources Department coordinating reassignment of hundreds of City staff from every department to support the COVID-19 response. This required evaluation of numerous job classifications and employee experience, and matching available staff to the various job functions the response effort demanded, including contact tracing, shelter support, COVID-19 testing site operation, administrative management, site security, and others.
- Attended 23 community outreach events/job fairs, including virtual job fairs and webinars, and coordinated attendance at 38 community outreach events/job fairs for public safety personnel to more effectively promote employment with the City of Long Beach. Community outreach events/job fairs included the following: cultural/diversity events, college career days, and college/veteran job fairs.
- Continued with the Career Tips campaign to also include career development on social media to encourage and provide support for applicants throughout the employment process and tips for those working from home.
- Expanded the level of engagement through Civil Service social media platforms (Facebook, LinkedIn, Instagram, Twitter) by promoting employment opportunities within the City, expanding the City's recruitment pool, posting career development tips, and marketing the City of Long Beach as an employer of choice. Increased the social media followers in our various social media platforms: Facebook followers increased by 26 percent; LinkedIn followers increased by 32.5 percent; Instagram followers increased by 27 percent; and Twitter followers increased by 6 percent.

Administration and Support Services Division Summary

Services Provided:

Enforce City Charter-mandated Civil Service Rules and Regulations; adjudicate appeals, maintain eligible and priority lists; certify candidates for selection, monitor non-career appointments, process personnel transactions, monitor performance appraisal system and provide training to City departments, maintain employee records, provide administration and financial services for the Civil Service Department.

Service Improvement Objectives:

- To accurately process 100 percent of personnel transactions forms within 1 business day of receipt and to certify 100 percent of personnel requisitions within 3 business days of receipt to ensure high quality, efficient service.
- Refine internal tracking systems to include the tracking of personnel transactions, personnel requisitions, accounts payable, and other operations in order to validate division efficiencies. Develop and implement an online performance management component in the LBCOAST System in collaboration with Human Resources.
- Develop and implement an online performance management component in the LBCOAST System in collaboration with Human Resources.

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Expenditures:				
Salaries and Wages	525,221	431,281	431,281	529,091
Employee Benefits	307,252	318,621	318,621	325,087
Overtime	1,219	-	-	-
Materials, Supplies and Services	132,227	134,907	334,907	117,307
Interfund Support	125,454	80,651	80,651	122,029
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Total Expenditures	1,091,373	965,460	1,165,460	1,093,514
Personnel (Full-time Equivalents)	10.84	9.86	9.86	5.87

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Employment Services Division Summary

Services Provided:

Implement recruitment strategies that identify and attract qualified, diverse, service-oriented applicants for City jobs. Provide City departments with Equal Employment Opportunity (EEO) hiring opportunities. Collaborate with stakeholders with regards to exam processes (i.e. hiring departments, Human Resources, unions). Develop and administer streamlined, job related employment examinations, while maintaining a racial equity lens to our recruitment processes. Provide timely staff reports to the Civil Service Commission to meet the personnel needs of the user departments. Implement projects that enhance communication, customer service, improve operations and promote the work, goals and visions of the Civil Service Department to benefit City departments, employees, job seekers, and our communities. Serve as the City-wide NEOGOV administrator of the City's applicant tracking system. Provide timely customer service and technical support. Provide one-on-one training for new system users. Serve as the City-wide Montage administrator for the video-based testing tool. Maintain the city-wide classification specification records in NEOGOV. Provide technical support to Civil Service classified examination processes. Manage the scoring of written examinations, provide statistical data and reports to support the recruitment processes, and establish eligible list with final results. Compile and provide statistical data and reports to city-wide customers.

Service Improvement Objectives:

Provide a single-point of contact customer service to hiring departments for recruitment and personnel matters related to the classified service to provide timely and quality customer service.

- Continue to streamline exam processes by using video-based testing, online testing and exploring un-proctored testing methods to improve time to hire.
- Continue to collaborate with stakeholders with classification specification revisions.
- Develop, coordinate and implement NEOGOV Insight and Online Hiring Center (OHC) and Civil Service-based trainings to continually build organizational knowledge and capacity.
- Maintain city-wide classifications specifications data base in NEOGOV to include historical documentation, job-specific videos, and bulletin history.

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Expenditures:				
Salaries and Wages	803,434	859,766	859,766	896,854
Employee Benefits	419,679	537,216	537,216	595,155
Overtime	71,058	-	-	-
Materials, Supplies and Services	225,779	259,734	268,474	198,834
Interfund Support	95,046	142,260	142,260	147,018
	-----	-----	-----	-----
Total Expenditures	1,614,995	1,798,976	1,807,716	1,837,861
Personnel (Full-time Equivalents)	10.86	11.49	11.49	11.87

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**Adjusted Budget as of August 31, 2020

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Recruitment and Outreach Services Division Summary

Services Provided:

Implement recruitment strategies that identify and attract qualified, diverse, service-oriented applicants for City jobs. Coordinate outreach programs with local community colleges, universities, cultural organizations, minority representative groups, veteran affiliated organizations and other non-profits. Attend community outreach/recruitment events to promote effective relationships throughout the community and promote brand recognition and available services on a broader level. Provide up-to-date and easily accessible information on current and upcoming job opportunities, including career tips and development, through various social media platforms. Collaborate with stakeholders related to candidate recruitment, including City Departments, Human Resources and employee unions, to ensure City Departments can identify and target highly qualified candidate pools to build a professional and effective workforce. Provide recruitment and hiring expertise to ongoing Citywide equity improvement initiatives. Perform bilingual assessments and coordinate the bilingual certification program. Distribute customer feedback surveys after each outreach/recruitment event to measure outreach effectiveness and enthusiasm for City employment. Provide weekly communication to constant contact (LinkLB) subscribers of current and upcoming job opportunities.

Service Improvement Objectives:

- Develop, implement and continuously evaluate a multitude of recruitment and outreach strategies that provide equitable access to City employment opportunities.
- Research community segments for targeted recruitment to facilitate an effective and representative City workforce.
- Continue to increase the number of followers/level of engagement utilizing various social media platforms and expand the marketing of services, such as test taking strategies and career tips, across relevant social media platforms.
- Continue to work on a virtual process to streamline bilingual skills assessments.
- Provide recruitment and hiring expertise to ongoing Citywide equity improvement initiatives.
- Develop and coordinate Civil Service-based trainings for Civil Service staff, Administrative Officers, key support personnel, and other City of Long Beach managers to continually build organizational knowledge and capacity.

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Expenditures:				
Salaries and Wages	108,820	200,749	200,749	29,346
Employee Benefits	55,144	106,770	106,770	16,399
Overtime	-	-	-	-
Materials, Supplies and Services	18,096	21,060	21,060	17,560
Interfund Support	12,767	1,620	1,620	1,620
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Total Expenditures	194,826	330,199	330,199	64,925
Personnel (Full-time Equivalents)	1.00	2.35	2.35	0.26

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	410	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
	-----	-----	-----	-----
Total Revenues	410	-	-	-
Expenditures:				
Salaries and Wages	1,437,475	1,491,796	1,491,796	1,455,291
Employee Benefits	782,075	962,608	962,608	936,641
Overtime	72,277	-	-	-
Materials, Supplies and Services	376,101	415,701	624,441	333,701
Interfund Support	233,267	224,531	224,531	270,667
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	-	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
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Total Expenditures	2,901,194	3,094,635	3,303,375	2,996,300
Personnel (Full-time Equivalents)	17.70	18.70	18.70	18.00

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Executive Director	1.00	1.00	1.00	201,292	190,079
Administrative Aide I	1.00	1.00	1.00	59,726	59,726
Administrative Aide II	1.00	1.00	1.00	62,833	62,833
Administrative Analyst I - NC	0.35	0.35	-	23,044	-
Administrative Analyst III-Confidential	1.00	1.00	1.00	83,760	87,755
Administrative Officer	1.00	1.00	1.00	91,985	97,503
Clerical Aide I - NC	0.35	0.35	-	9,916	-
Clerk Typist III	1.00	1.00	1.00	46,455	41,890
Clerk Typist IV	1.00	1.00	1.00	45,092	50,670
Deputy Director	1.00	1.00	1.00	141,552	141,552
Executive Assistant	1.00	1.00	1.00	65,000	65,027
Members - Boards / Commissions	-	-	-	26,000	-
Personnel Analyst I-Confidential	1.00	1.00	1.00	82,836	67,715
Personnel Analyst II-Confidential	-	2.00	2.00	146,101	146,101
Personnel Analyst III-Confidential	4.00	4.00	4.00	365,110	368,346
Personnel Assistant I-Confidential	1.00	1.00	1.00	59,726	59,726
Personnel Assistant II-Confidential	1.00	-	-	-	-
Special Projects Officer	1.00	1.00	1.00	114,871	114,871
Subtotal Salaries	17.70	18.70	18.00	1,625,299	1,553,795
Overtime	-	-	-	-	-
Fringe Benefits	-	-	-	928,429	938,137
Administrative Overhead	-	-	-	34,179	33,504
Attrition/Salary Savings	-	-	-	(133,503)	(133,503)
Expenditure Transfer	-	-	-	-	-
Total	17.70	18.70	18.00	2,454,403	2,391,932

Key Contacts

Christina Pizarro Winting, Executive Director

Crystal Slaten, Deputy Director

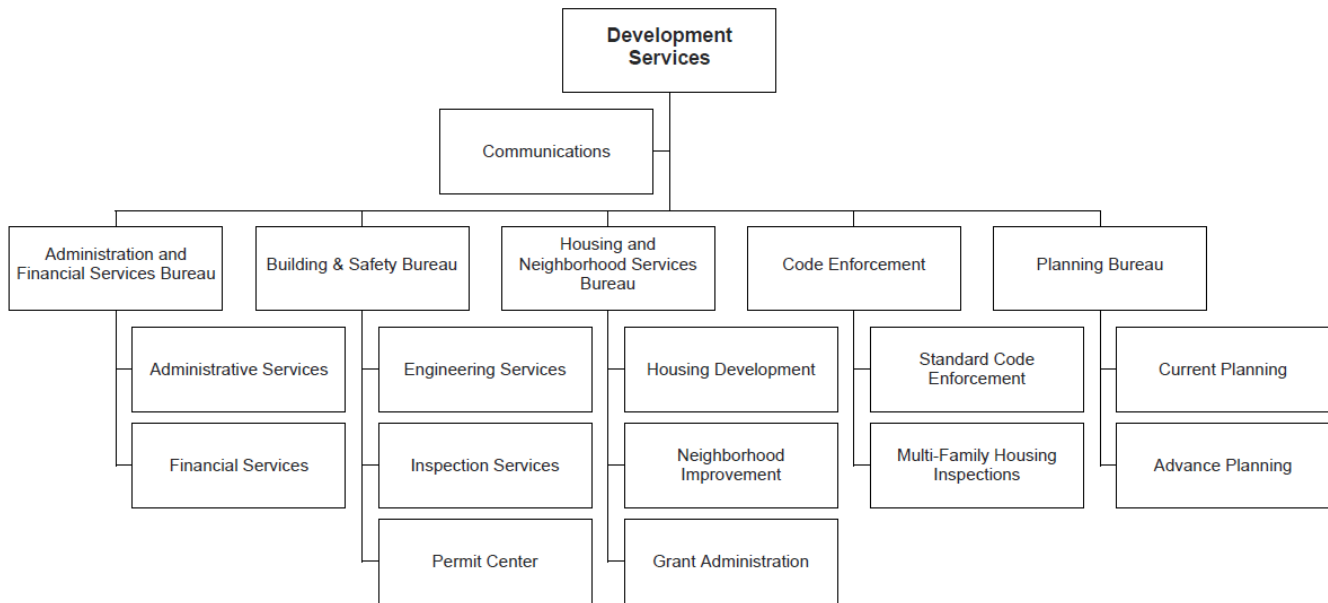
Caprice McDonald, Employment Services Officer

Maria Alamo, Administrative Officer

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Development Services



Oscar Orci, Director

Christopher Koontz, Deputy Director of Development

Patricia Diefenderfer, Planning Bureau Manager

Lisa Fall, Administrative and Financial Services Bureau Manager

David Khorram, Superintendent of Building

Patrick Ure, Housing and Neighborhood Services Bureau Manager

Karl Wieglerman, Code Enforcement Bureau Manager

Department Overview

Mission:

To contribute to a safe and sustainable city that honors its past and embraces the future.

Core Services:

- Oversee the physical development and revitalization of the City
- Improve the quality of life in Long Beach through:
 - Comprehensive code enforcement
 - Provision and improvement of affordable housing
 - Neighborhood beautification and improvement, including community involvement and leadership programs
- Assist residents and businesses through the development process, while continuing to evaluate ways to streamline it
- Continue dissolution of the former Redevelopment Agency

FY 21 Focus:

The Development Services Department (Department) will focus on maximizing special funding streams and implementing initiatives to improve the livability and sustainability of the City. Some of the programs the Department will implement in FY 21 include:

Building and Safety Bureau – The Bureau will focus on a “one-stop shop” approach in the Development Permit Center, integrating services provided by several City departments to improve and simplify the customer experience. In response to the COVID-19 pandemic, the Bureau will continue enhancements to improve the ability to provide services online. When in-person services resume, new Q-Matic queuing technology will be used at the Permit Center, featuring a self-service kiosk, email and text notifications to customers, and wait-time estimates. Additionally, Bureau management and staff will use web conference technology to improve communication between permit applicants, their consultants and city staff, reducing applicant printing costs and travel time.

Code Enforcement – Staff will continue to utilize a team approach and coordinate with other departments to address facilities not permitted under the Medical and Adult Use Cannabis programs. Staff will continue to execute the Proactive Rental Housing Inspection Program (PRHIP), particularly in areas identified with the greatest need. Code staff is participating in the evaluation of the permitting system with the Technology and Innovation Department (TID) to improve the computer systems and applications that support PRHIP. Staff will continue to implement the Vacant Lot Registry program and the newly implemented short-term rental (STR) ordinance.

Housing and Neighborhood Services – Several large affordable housing developments completed construction in 2020, and several more will be developed through 2021. Bureau staff continues to process proposed rental and for-sale affordable housing projects along with several important programs, including the Long Beach CARES Emergency Rental Assistance Program and the Façade Improvement Program. Implementation of the FY 2018-2022 Consolidated Plan for HUD-funded activities continues with new place-based strategies. While significant resources, such as an infrastructure project, are applied to one Place-Based Neighborhood Improvement Strategy (NIS) area each year, other CDBG funded programs and activities are occurring in all five areas through a deliberate marketing strategy to proliferate use of these programs by area residents.

Planning – The Planning Bureau will focus on drafting ordinances, policies, and new zoning documents necessary to launch a mandatory update of the General Plan Housing Element and to continue progress on the Noise Element and Climate Action and Adaptation Plan (CAAP). The Bureau will further its efforts to streamline housing production and economic development through: new density bonus program work; reform of subdivision regulations; inclusionary housing implementation, and preparation of area-specific studies, including the Anaheim Street corridor in Central Long Beach. In addition, the Bureau will continue to process a high volume of entitlement requests and expanding public outreach and engagement.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Percentage of code enforcement cases with reported violations in compliance within 120 days	86%	90%	74%	85%

Code enforcement activities eliminate blight and improve the quality of the City's physical environment. Compliance within 120 days has decreased due to reassignment of staff to the Venue Task Force to enforce the City's Health Order issued in response to the COVID-19 pandemic. While significant resources have been deployed to the response, staff have also continued to work on the Cannabis Program, the Vacant Lot Registry, and responding to life safety issues.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of restricted affordable housing units monitored per federal and State requirements	3,088	3,392	3,191	3,490

The Housing and Neighborhood Services Bureau offers financial assistance for the development and preservation of affordable housing. A variety of mid- to long-term affordability covenants are recorded in conjunction with this financial assistance. Currently, the Bureau monitors covenants for 3,191 restricted units. That number is expected to grow to 3,490 in FY 21.

Key Measure**	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Percentage of customers served within 30 minutes at the Planning counter	80%	95%	78%	95%

**Data for this measure only applies when City Hall is open to the public

Prior to closure of the Permit Center in response to the COVID-19 pandemic, the Planning Bureau experienced a 20 percent increase in the number of customers visiting the Planning Counter. This increase in the number of people served resulted in a decline in staff's ability to serve customers within 30 minutes, and the service rate declined from 80 percent to 78 percent. At the start of FY 21, the Permit Center remains closed as a result of COVID, but development activity within the City remains high. It is anticipated that the counter will reopen later in FY 21, with a new appointment system and a reduction in the total of number of person served in-person to accommodate social distancing measures, which will increase the percent of customers served within 30 minutes to 95 percent.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Percentage of new single-family home/addition/alteration applications reviewed by staff that receive comments in four weeks	96%	95%	60%	50%

The Department estimates that 60 percent of the single-family residential applications were reviewed and received comments within four weeks in FY 20. This decrease is due to the COVID-19 pandemic and subsequent closure of the Permit Center in mid-March. Improvements, including updates to the website, enhancements to the electronic submittal process, and reopening the Permit Center will enable staff to review plans and begin meeting the four-week benchmark during the second half of FY 21.

FY 20 Accomplishments

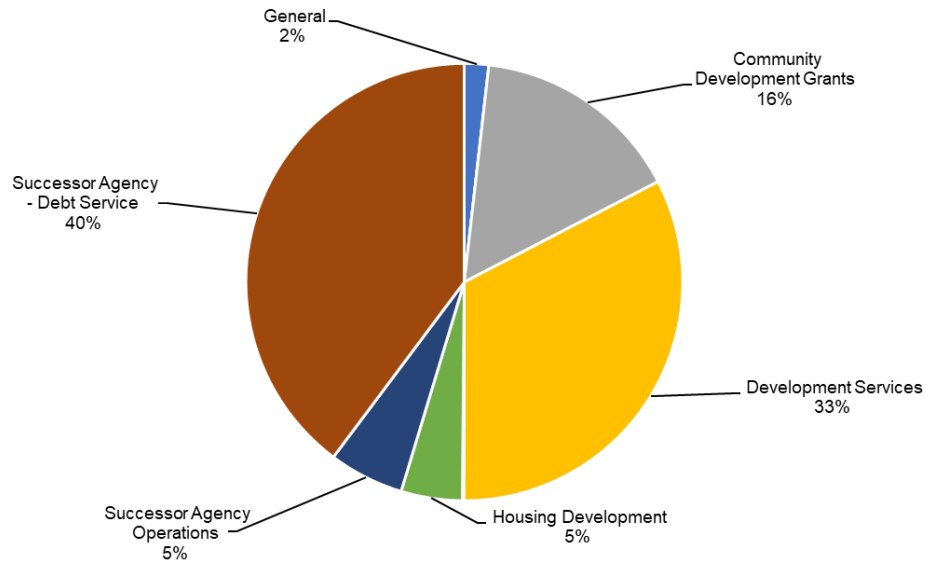
- Responded to the COVID-19 pandemic through strategic extensions of entitlement deadlines, electronic submittals and hearing processes, as well as code amendments to aid in economic recovery efforts.
- Conducted over 14,000 code enforcement inspections, including educational outreach for the City's Safer at Home order.
- Opened 4,700 code enforcement cases and closed 74 percent within 120 days of initiation.
- Registered 390 residential properties in the City's Foreclosure Registry (issued a notice of default) and collected over \$68,000 in registration fees.
- Registered 107 vacant lots in the City's Vacant Lot Registry Program and collected approximately \$72,000 in registration fees.
- Adopted an ordinance to regulate short-term rentals throughout the city and identified a platform to facilitate registration and monitor compliance.
- Continued to partner with the Business License Division to issue permits for Cannabis facilities and assist the Cannabis team with addressing unpermitted construction.
- Completed plan review and inspection of major projects including: Uptown Commons, the Las Ventanas and Sonata Modern Flats mixed-use developments, tilt-up office buildings at 3600 E. Burnett Street and 2300 Redondo Avenue, and residential mid-rise projects in the Downtown area.
- Responded to 29,162 permit related phone calls, issued 9,694 permits, and provided 51,233 construction inspections.
- Established a dedicated cashiering line to take payments over the phone (570-PAID).
- Updated the Building and Safety website for online services, and implemented an online, paperless plan review process including fillable permit forms.
- Combined federal and local funding to launch the Long Beach CARES Emergency Rental Assistance Program to assist approximately 1,765 income-qualified households economically impacted by the COVID-19 pandemic.
- Partnered with residents, business owners, non-profit agencies, and neighborhood associations to hold over 150 community meetings, classes, resource fairs, events, and Neighborhood Leadership training sessions; more than 55 neighborhood clean-up activities and 10 neighborhood tree planting events. Trained 20 residents to become more effective grassroots leaders.
- Assisted 68 property and business owners in making improvements through the Business Start-up Grant and Commercial Improvement Rebate Program and assisted 74 homeowners in making improvements through the Home Improvement Rebate Program.
- Planted over 421 trees in port-adjacent neighborhoods using grants from the Port of Long Beach and CAL FIRE as part of the "I Dig Long Beach – 10,000 Trees by 2022" initiative.
- Coordinated 19 clean-up events facilitating efforts of 243 volunteers to remove 171 tons of debris from City streets and neighborhoods.
- Assisted multiple neighborhood groups in hosting drive-through food pantry events, providing food to approximately 2,300 families.

FY 20 Accomplishments

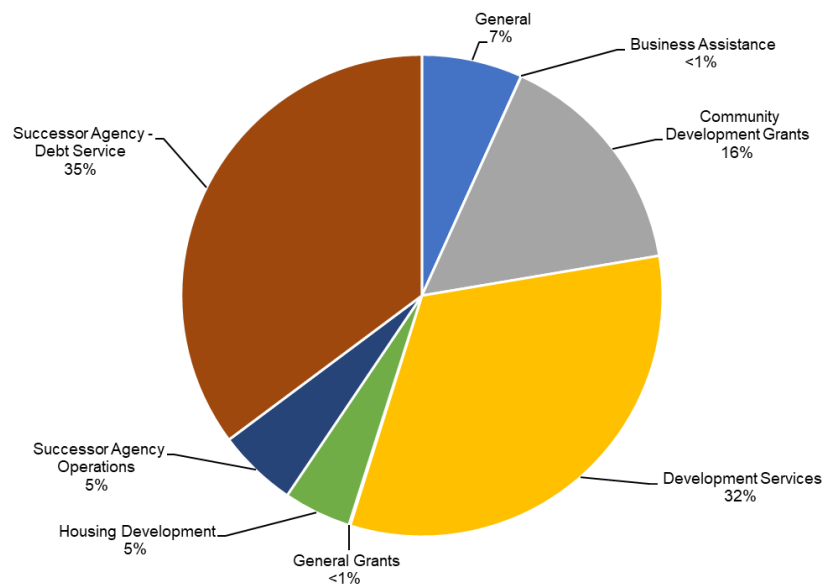
- Substantially completed construction of Vistas Del Puerto Apartments at 1836 to 1850 Locust Avenue, which has 47 affordable units for families and households with special needs.
- Substantially completed construction of The Spark at Midtown at 1900 Long Beach Blvd providing 94 affordable units for families and households who are homeless or at the risk of homelessness and 12,000 square feet of commercial space, including a 5,150 square foot YMCA facility.
- Began construction of Bloom at Magnolia apartments at 469 W. 17th Street, 1720-1770 Magnolia Avenue, and 469 W. Pacific Coast Highway. The project will provide 40 affordable homes to households experiencing homelessness.
- Substantially completed construction on Las Ventanas Apartments with 101 affordable units for families/households with special needs at 1795 Long Beach Boulevard.
- Completed and fully leased The Beacon Apartments, a 160-unit mixed population development that includes a 120 units for low-income seniors (62+), and provides 38 units of supportive housing serving veterans experiencing or at risk of experiencing homelessness.
- Completed the acquisition, rehabilitation, and preservation of Federation Tower, which provides 50 affordable apartment units to low-income seniors.
- Began the substantial rehabilitation of Woodbridge Apartments, which will provide 49 affordable units to lower income families at 1117 Elm Avenue and 421 W. 33rd St.
- Entered into the following Exclusive Negotiating Agreements:
 - Mercy Housing for 68-unit senior housing project at 901-945 E. Pacific Coast Highway.
 - Excelerate Housing Group for 76 units for low-income individuals experiencing homelessness at 3590 E. Pacific Coast Highway.
 - Skid Row Housing Trust for 142 new affordable rental housing units for low-income families and seniors at 1401 Long Beach Boulevard.
- Adopted Omnibus Zoning Code Amendments to include new uses and update development standards ensuring the Code remains responsive to evolving land use trends and best practices.
- Adopted a new inclusionary housing policy and began work on a new Density Bonus program to facilitate the production of affordable housing units.
- Updated zoning regulations for emergency shelters, interim housing, and social services to better address homelessness, including adoption of the Interim Motel/Hotel Conversion Ordinance.
- Completed interdepartmental and interagency coordination on the draft Climate Action and Adaptation Plan (CAAP) to identify and gain consensus around actions to reduce greenhouse gas emissions in compliance with 2030 mandates from the State.
- Completed the planning process for the Southeast Area Specific Plan, obtaining Coastal Commission approval to transform this area of the City into a vibrant waterfront mixed-use environment.
- Launched the mandatory update of the General Plan Housing Element, including development of a project website, digital meetings, and outreach via mailers to more than 27,000 households in low-income, high-renter Census tracts.
- Completed resurvey efforts for the Drake-Wilmore and Craftsman Village historic districts and adopted three new historic landmarks.
- Approved 13 contracts to rehabilitate historic landmark properties under the City's Mills Act Program.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	1,364,870	5,067,659	(3,702,789)
Business Assistance	-	12,046	(12,046)
Community Development Grants	11,827,089	11,664,597	162,492
Development Services	24,763,271	24,328,983	434,288
General Grants	75,000	75,015	(15)
Housing Development	3,436,465	3,400,495	35,970
Successor Agency Operations	4,219,567	4,007,055	212,512
Successor Agency - Debt Service	30,162,041	26,369,058	3,792,983
Total	75,848,303	74,924,907	923,396

Summary of Changes*

General Fund	Impact	Positions
Eliminate a Clerk Typist III in the Code Enforcement Bureau administrative enforcement team supporting the Cannabis Program.	(74,130)	(1.00)
Eliminate a Combination Building Inspector from the Code Enforcement Bureau administrative enforcement team supporting the Cannabis Program.	(110,382)	(1.00)
Reduce part of a Senior Combination Building Inspector and a Principal Building Inspector in the Code Enforcement Bureau administrative enforcement team supporting the Cannabis Program.	(211,348)	(1.50)
Eliminate two Combination Building Inspector positions previously defunded. This is a technical clean-up has no change or impact to service levels.	-	(2.00)
Increase revenue in the Vacant Lot Monitoring Program to reflect revenue actuals.	(65,000)	-
Add a Principal Building Inspector and 0.50 FTE part of a Senior Combination Building Inspector in the Code Enforcement Bureau Nuisance Abatement and Vacant Lot Code Enforcement programs, offset by a reduction in the Cannabis Program.	211,348	1.50
One-time revenue increase offset by a transfer from the Development Services Fund Group to repay the General Fund support of the Development Services Fund Group following a recession in development in 2009.	(500,000)	-
One-time funds for the creation of the Right to Counsel program to keep people housed in safe conditions in light of the national eviction crisis brought on by COVID-19.	250,000	-

Development Services Fund	Impact	Positionss
One-time expense increase to repay the General Fund support of the Development Services Fund Group following a recession in development in 2009.	500,000	-

*For ease of review, reallocation of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Administrative and Financial Services Bureau

Key Services:

1. Administration

- Benefit Administration
- Payroll
- Safety Training and Compliance
- Enforcement of Policies & Procedures
- Development and Interpretation of Policies and Procedures
- Workers Compensation Administration
- Leave of Absence Administration
- PRAs and Subpoenas
- Facilities Management

2. Financial Services

- Budget Preparation, Monitoring & Adjustment

- Procurement
- Payment Processing
- Risk Management
- Financial Analysis and Reporting
- TSR Processing
- Accounting (JVs, GLs, Year-End)
- Revenue and Collection

3. Executive Office

- Department Administration
- Interdepartmental Communications
- Communications - Public Relations
- City Council, Boards & Commissions Administration

Administrative and Financial Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	859,777	1,021,402	932,056
Expenditures	1,720,678	2,453,268	2,881,078
FTEs	17.70	17.70	17.70

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Building and Safety Bureau

Key Services:

1. Plan Check

- Customer/Project Facilitation
- Employ Technology for Service Delivery
- Preliminary Plan Check
- Plan Check - Building, Fire, Electrical, Plumbing, Health, Mechanical
- Permit Application Assistance
- Service Appointments

2. Inspection

- Customer/Project Facilitation
- Employ Technology for Service Delivery
- Schedule Inspections
- Construction Inspections
- Respond to Unpermitted Work
- Issue Deputy Inspector Licenses
- Deputy Inspection Report Review
- Structural Observation Report Review
- Issue Temporary Certificates of Occupancy
- Issue Certificates of Occupancy
- Manage Administrative Citation Program

3. Permit Center

- Customer/Project Facilitation
- Employ Technology for Service Delivery
- Intake Inspection Requests
- Intake/Process Plans
- Issue Permits
- Collect Fee Revenue/Cashiering
- Provide Permit Application Assistance
- Set up Appointments for Services
- Manage Central Files
- Receive and Respond to Customer Inquiries
- Process Final Documents and Record Retention

4. Administration

- Customer/Project Facilitation
- Coordinate Board of Examiners, Appeals and Condemnation
- Administer Construction and Demolition Program
- Review Code Modification and Alternate Material Requests
- Employ Technology for Service Delivery

Building and Safety	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	22,621,251	17,144,615	17,144,615
Expenditures	14,139,979	15,082,499	13,919,181
FTEs	75.40	76.40	69.40

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Code Enforcement Bureau

Key Services:

1. Code Enforcement

- Respond to Referrals to Ensure LBMC Compliance
- Collaborate with Fire, Police, Business License, City Attorney, City Prosecutor
- Issue Citations
- Employ Technology for Service Delivery
- Collect and Process Revenue
- Administer Board of Examiners, Appeals and Condemnation
- Implement Programs Targeted to Specific Problems
- Implement Proactive Rental Housing Inspection Program (PRHIP)
- Implement Vacant Lot Registry
- Implement STR Ordinance
- Nuisance Abatement Referral Intake and Status Reporting
- Referral Investigations
- Resolution, Identification and Implementation of Corrections
- Inspect Illegal Medical Cannabis facilities and Coordinate with Business License on the Medical Cannabis Initiative
- Progress Monitoring

Code Enforcement	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	3,465,618	3,180,874	3,258,360
Expenditures	6,666,246	8,114,329	7,252,373
FTEs	53.70	53.70	49.70

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Housing and Neighborhood Services Bureau

Key Services:

1. Community Improvement

(Redevelopment Dissolution)

- Complete Development Projects
- Prepare ROPS
- Manage Properties
- Support Successor Agency and Oversight Board
- Public Information and Education

2. Housing Operations

- Housing Site Disposition
- Developer Assistance/Development Loans
- Affordable Housing Preservation
- Single and Multi-Family Rehab Loans
- Homebuyer Second Mortgage Assistance Loans
- Loan and Covenant Monitoring
- Property Management
- Long Beach Community Investment Company (LBCIC) Administration and Board Support
- Public Information and Education

3. Neighborhood Improvement

- Place-Based NIS Projects
- Tree Planting
- Neighborhood Cleanups

- Residential Exterior Rehab
- Commercial Façade Rehab
- Neighborhood Resource Center
- Neighborhood Leadership Program
- Community Workshops and Trainings

4. Administration

- Fund Management
- Contract Management and Payments
- Annual City Audits and Reporting
- Grant Reporting
- Legislative Monitoring and Conformance
- Annual Property Tax Exemptions

5. Grants Administration

- Grant Application Preparation
- HUD Action Plan Preparation
- Grant Fund Monitoring
- MOU Partnership Management
- Contract Administration
- Grant Reimbursement Processing
- Special Use Fund Monitoring
- Place-Based NIS implementation
- Housing and Related Policy Development and Implementation
- Quarterly and Annual Reporting

Housing & Neighborhood Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	46,796,977	54,687,049	49,645,162
Expenditures	52,419,179	94,784,093	44,411,542
FTEs	34.16	35.16	35.16

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*Adjusted Budget as of August 31, 2020

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Planning Bureau

Key Services:

1. Long Range Policy Planning

- General Plan Development
- Specific/Area Plan Development
- Zoning Code Updates
- Compliance with State Mandates
- Implementation of General Plan/Policy Programs

2. Discretionary Project Review (Entitlements)

- Planning Commission
- Cultural Heritage Commission
- Site Plan Review Committee
- Zoning Administrator
- CEQA Compliance
- Staff Level permits

3. Plan Check Review and Permitting

- Staff Permit Counter
- Review Plans
- Issue Permits

4. Communication and Process Administration

- Establish/Maintain Internal Processes
- Support Policy/Decision-makers
- Respond to Citizen Inquiries
- Report Project Status/Accomplishments
- Maintain Website
- Staff Zoning Phone Information Line

Planning	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	6,641,949	6,345,110	4,868,110
Expenditures	9,018,241	10,423,318	6,460,733
FTEs	31.82	31.82	24.82

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

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Financial Summary by Category

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	28,116,982	33,162,041	33,162,041	33,162,041
Sales and Use Taxes	-	-	-	-
Other Taxes	112,998	172,000	172,000	172,000
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	28,616,640	25,017,074	25,017,074	24,045,074
Fines and Forfeitures	199,837	181,616	181,616	169,286
Use of Money & Property	4,112,837	1,433,971	1,433,971	1,433,971
Revenue from Other Agencies	6,170,603	9,361,792	14,173,591	9,888,664
Charges for Services	2,913,029	1,967,205	1,967,205	2,052,021
Other Revenues	7,735,894	2,689,752	2,860,540	2,776,981
Intrafund Services	-	-	-	-
Intrafund Transfers	196,102	-	500,000	-
Interfund Services	-	-	-	-
Interfund Transfers	2,210,649	2,911,012	2,911,012	2,148,265
Other Financing Sources	-	-	-	-
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Total Revenues	80,385,572	76,896,464	82,379,050	75,848,303
Expenditures:				
Salaries and Wages	11,626,613	14,574,849	18,760,320	14,758,810
Employee Benefits	8,039,704	10,450,078	11,610,018	10,446,879
Overtime	896,684	6,930	(9,095)	6,930
Materials, Supplies and Services	17,604,734	17,644,173	39,135,887	15,674,138
Interfund Support	5,306,469	5,014,874	4,597,616	5,738,897
Intrafund Support	376	-	-	-
Capital Purchases	-	126,000	522,705	126,000
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	26,502,526	26,369,058	26,755,403	26,369,058
Operating Transfers	13,791,115	1,804,195	29,484,653	1,804,195
Intrafund Transfers Out	196,102	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
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Total Expenditures	83,964,323	75,990,157	130,857,507	74,924,907
Personnel (Full-time Equivalents)	212.78	214.78	214.78	210.78

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

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Personnel Summary

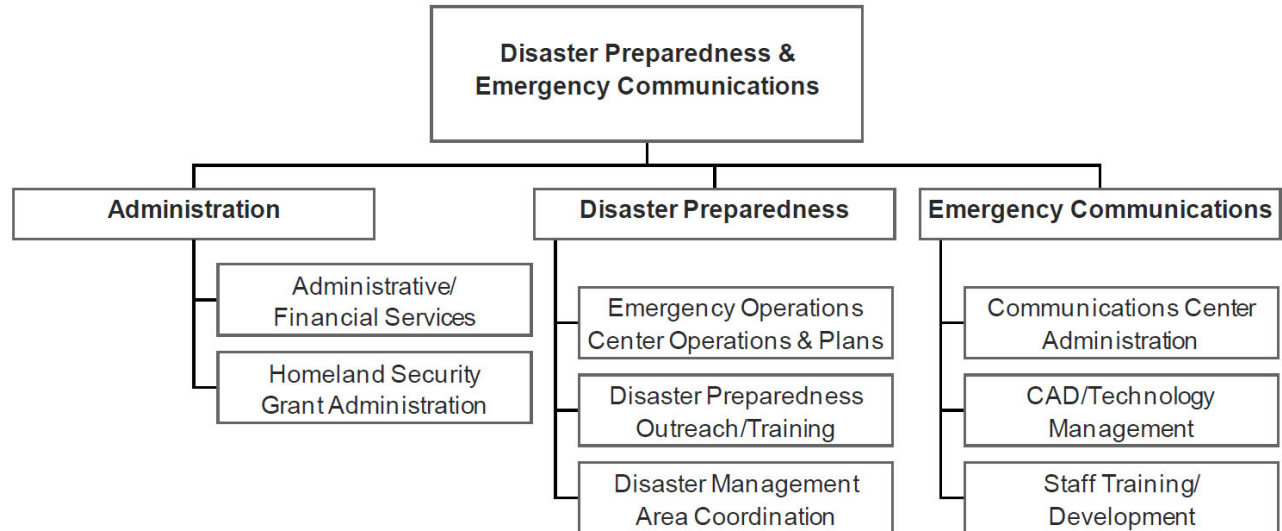
Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director of Development Services	1.00	1.00	1.00	231,848	225,512
Manager-Housing & Neighborhood Services	1.00	1.00	1.00	164,753	164,753
Administrative Officer-Planning & Building	1.00	1.00	1.00	114,445	95,795
Housing Development Officer	1.00	1.00	1.00	138,015	122,461
Neighborhood Resources Officer	1.00	-	-	-	-
Manager-Administrative & Financial Services	1.00	1.00	1.00	139,712	139,712
Manager-Planning Bureau	1.00	1.00	1.00	163,879	163,879
Neighborhood Services Specialist I	1.00	1.00	1.00	55,558	55,558
Neighborhood Services Specialist III	3.00	3.00	3.00	192,885	192,885
General Superintendent-Development Services	1.00	1.00	1.00	157,903	157,903
Deputy Director-Development Services	1.00	1.00	1.00	191,090	191,090
Current Planning Officer	1.00	1.00	1.00	108,167	137,557
Building Inspections Officer	1.00	1.00	1.00	139,050	139,050
Superintendent - Building and Safety	1.00	1.00	1.00	169,483	169,483
Financial Services Officer	1.00	1.00	1.00	108,167	108,167
Neighborhood Improvement Officer	1.00	1.00	1.00	118,266	118,266
Accounting Clerk III	2.00	2.00	2.00	96,994	98,113
Accounting Technician	1.00	1.00	1.00	59,687	59,687
Clerk Typist II	4.00	4.00	4.00	179,503	177,064
Clerk Typist III	13.00	13.00	12.00	630,994	587,627
Secretary	4.00	5.00	5.00	268,273	270,856
Payroll/Personnel Assistant II	1.00	1.00	1.00	51,546	51,546
Customer Service Representative II	1.00	1.00	1.00	39,888	41,505
Customer Service Representative III	1.00	1.00	1.00	56,185	56,185
Executive Assistant	1.00	1.00	1.00	60,024	60,024
Assistant Administrative Analyst II	4.00	4.00	4.00	269,642	272,249
Community Program Technician II	1.00	1.00	1.00	55,558	55,558
Community Program Specialist IV	1.00	1.00	1.00	73,065	77,057
Community Program Specialist V	1.00	1.00	1.00	97,966	97,966
Housing Rehabilitation Counselor	1.00	1.00	1.00	64,426	64,426
Development Project Manager I	1.00	1.00	1.00	78,831	96,505
Development Project Manager II	3.00	3.00	3.00	293,183	288,791
Development Project Manager III	2.00	2.00	2.00	200,399	212,715
Advance Planning Officer	1.00	1.00	1.00	108,167	145,060
Planning Aide	1.00	1.00	1.00	52,179	48,992
Administrative Analyst I	3.00	3.00	3.00	218,293	221,795
Administrative Analyst II	9.00	10.00	10.00	828,645	811,065
Administrative Analyst III	6.00	6.00	6.00	539,600	490,662
Real Estate Project Coordinator III	1.00	1.00	1.00	89,377	109,560
Permit Technician I	5.00	5.00	5.00	263,175	272,924
Permit Technician II	7.00	7.00	7.00	457,146	465,160
Permit Center Supervisor	1.00	1.00	1.00	82,443	69,719
Manager-Code Enforcement	1.00	1.00	1.00	147,500	147,500

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Planner I	1.00	1.00	1.00	63,990	67,272
Planner II	2.00	2.00	2.00	171,576	160,422
Planner III	5.00	5.00	5.00	432,330	458,977
Planner IV	4.00	4.00	4.00	385,804	416,110
Planner V	7.00	7.00	7.00	750,672	765,571
Environmental Health Specialist III	1.00	-	-	-	-
Environmental Health Specialist IV	1.00	1.00	1.00	72,851	72,851
Civil Engineer	3.00	3.00	3.00	353,835	329,791
Civil Engineering Assistant	1.00	1.00	1.00	72,699	76,419
Civil Engineering Associate	2.00	2.00	2.00	197,192	184,782
Plan Checker-Electrical II	2.00	2.00	2.00	230,358	234,987
Plan Checker-Mechanical II	1.00	1.00	1.00	115,928	115,928
Plan Checker-Plumbing II	2.00	2.00	2.00	212,091	223,496
Senior Civil Engineer	4.00	4.00	4.00	512,473	536,947
Senior Electrical Inspector	2.00	2.00	2.00	188,852	188,852
Senior Plumbing Inspector	1.00	1.00	1.00	86,940	91,380
Senior Structural Engineer	2.00	2.00	2.00	255,826	281,516
Principal Building Inspector	8.00	8.00	8.00	835,697	791,209
Combination Building Inspector	31.00	32.00	29.00	2,507,014	2,350,047
Combinations Building Inspector Aide II	10.00	10.00	10.00	530,535	560,684
Senior Combination Building Inspector	12.00	12.00	12.00	1,097,509	1,079,134
Senior Mechanical Inspector	1.00	1.00	1.00	93,643	93,643
Plan Checker-Fire I	3.00	3.00	3.00	307,410	311,921
Plan Checker-Fire II	1.00	1.00	1.00	118,016	95,920
Code Enforcement Officer	1.00	1.00	1.00	123,782	110,545
Housing Operations Officer	-	1.00	1.00	132,445	123,781
Special Projects Officer	1.00	1.00	1.00	109,797	100,040
Community Information Officer	1.00	1.00	1.00	102,041	102,041
Members - Boards and Commissioners	-	-	-	40,600	-
Administrative Intern-NC/H36	3.70	3.70	3.70	122,830	122,817
Administrative Intern-NC/H38	1.08	1.08	1.08	39,960	39,956
Administrative Analyst I-NC	1.00	1.00	1.00	82,029	82,020
Community Worker-NC	2.00	2.00	2.00	74,996	74,988
Subtotal Salaries	212.78	214.78	210.78	17,977,630	17,776,430
Overtime	-	-	-	6,930	6,930
Fringe Benefits	-	-	-	10,066,702	10,099,860
Administrative Overhead	-	-	-	383,376	383,069
Attrition/Salary Savings	-	-	-	(263,883)	(263,883)
Expenditure Transfer	-	-	-	(3,138,898)	(2,789,787)
Total	212.78	214.78	210.78	25,031,857	25,212,619



Disaster Preparedness & Emergency Communications



Reginald Harrison, Director

Daniel Cunningham, Communications Center Officer

Meredith Dawson, Administration & Grants Officer

Francisco Soto, Disaster Preparedness Officer

Department Overview

Mission:

To protect the lives and property of the community and its first responders by ensuring the efficient and effective delivery of emergency services, disaster preparedness, emergency response, mitigation and recovery.

Core Services:

- Coordinate and administer the Citywide emergency preparedness plans to ensure that City employees and key Community Partner Organizations (CPOs) know their role in the event of a major emergency or disaster.
- Provide all-hazards planning, training, and exercise coordination to ensure that City employees are prepared to manage and assist in the recovery from a major emergency or disaster.
- Coordinate and administer the Citywide Homeland Security Grants Program (HSGP) to ensure that the City maximizes the receipt and use of grant awards to prepare the City for a major emergency or disaster.
- Coordinate the efforts of the Los Angeles County Disaster Management Area F, which includes the cities of Long Beach, Avalon, and Signal Hill.
- Provide 9-1-1 emergency communication services for police, fire, and emergency medical service responses for the community and the City's first responders.
- Coordinate the planning and implementation of a Consolidated Emergency Communications Division to incorporate Police and Fire Emergency Communications Center operations.
- Maintain the readiness of the Emergency Communications and Operations Center (ECOC) by facilitating repairs and upgrades as needed.

FY 21 Focus:

The Disaster Preparedness and Emergency Communications Department (Department) will work to ensure that City departments and CPOs are aware of their roles in the Citywide Emergency Operations and Hazard Mitigation Plans, as well as provide employees and CPOs with basic disaster response and recovery information to better prepare the City in the event of a major emergency or disaster.

The Department will continue outreach efforts to neighborhood organizations to train and partner on resiliency projects, including Map Your Neighborhood, to increase their ability to recover from a major emergency or disaster.

The Department will continue to provide emergency alert notifications to residents via multiple platforms, including Alert Long Beach, text to keyword, mobile high volume outdoor speakers, social media and Deaf Link (for the deaf, hearing-impaired, or vision impaired residents), to increase the City's communications abilities in the event of a disaster.

The Department will continue to manage the Citywide Homeland Security Grants Programs to maximize the award of grant funds for safety and critical non-safety City departments to ensure the maximum value of the funds are expended.

The Emergency Communications Center will continue to manage and maintain 9-1-1 call-taking times within industry standards and refine procedures to maximize staffing levels. Management and staff will continue to focus on the development and implementation of the consolidated training programs for supervisors and Public Safety Dispatchers.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate*	FY 21 Projection*
Number of disaster preparedness training/ outreach events conducted for City employees, Community Partner Organizations (CPO), and the community	45	30	20	12

*Due to the COVID-19 pandemic, in-person FY 20 community events were cancelled for the second half of the fiscal year. Outreach events will be held virtually in FY 21.

The COVID-19 pandemic and associated Public Health Orders prohibited group gatherings for outreach events such as Ready Long Beach, it eliminated in-person disaster preparedness trainings, such as Map Your Neighborhood, and it prohibited in-person table top training events such as those conducted with our Community Partner Organizations. The pandemic rendered our traditional methods for outreach and training almost totally ineffective. Due to the pandemic and the continuous activation of the EOC, we did conduct one Zoom meeting with our Community Partners and we increased the volume of disaster preparedness news and update material sent to them via email and social media.

In FY 21, assuming a vaccine for the virus is not available, the Department will re-engineer its approach to disaster preparedness training and outreach to employees and the community. We anticipate creating greater opportunities for employees and the community to participate in disaster preparedness trainings virtually, including Zoom meetings, virtual and blended meetings, on-line question and answer sessions, creating training videos and interactive experiences.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of Public Safety Dispatcher candidates processed for recruitment	216	150	115	125

In partnership with Civil Service and Human Resources Departments, Emergency Communications management continues to focus on the recruitment of eligible 9-1-1 Public Safety Dispatch candidates to maintain manageable staffing levels for efficient operations, as well as planning for cross-training for consolidation of the operations. Strategies used by the Department include continuous open recruitment on active Civil Service lists; participation in the Office of Innovation's Public Safety Promise Initiative encouraging joint recruitment efforts with Police, Fire, CSULB and LBCC; bolstered outreach efforts on social media; participation in recruitment workshops and Emergency Communications Center sit-a-longs prior to the COVID-19 pandemic; and, recruitment (lateral transfer) from other regional agencies.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Percentage of 9-1-1 calls for service answered within industry standards	90	90	90	95

The Emergency Communications Center is the first point of contact for the community when Police, Fire or emergency medical services are needed. The speed and accuracy of the 9-1-1 call-taking and dispatch services are critical to getting the appropriate first responders to the calling parties as soon as possible. Therefore, the Communications Center manages and deploys the necessary resources to meet the industry standard of answering 95 percent of 9-1-1 phone calls within 15 seconds or less. Staffing plans and procedures are regularly reviewed to ensure that these standards are met.

FY 20 Accomplishments

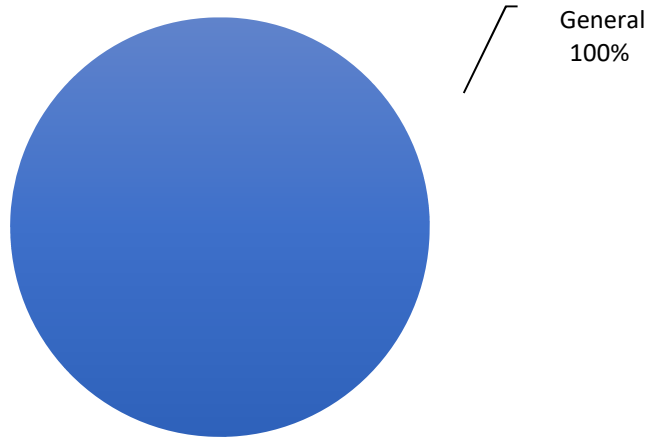
- The City's Emergency Operations Center (EOC) activated at Level 2 for seven consecutive months in response to the COVID-19 pandemic. Over 60 staff from virtually all City departments participated in the activation.
- Working in concert with the Health Department on the COVID-19 response, the EOC oversaw the opening of seven testing sites, six of which were City managed, including a Mobile Testing Unit; administered over 121,000 COVID-19 tests to residents; distributed over 1 million pieces of PPE to businesses; and operated two shelters to house people experiencing homelessness who were affected by COVID-19.
- In addition to the COVID-19 response, the EOC was activated for the California Democratic State Convention in November 2019 and the Civil Unrest demonstrations in late May and early June 2020.
- Developed a Mass Notification Plan in conjunction with the City Manager's Office and other departments. The plan describes the Citywide framework for formulating and disseminating timely and accurate public emergency notification and warning.
- Augmented the City of Long Beach mass notification system with the addition of four ATI mobile outdoor warning speakers for use in the community to notify residents of emergency notifications, such as tsunami warnings and COVID-19 social distancing reminders.
- Developed the City of Long Beach Continuity of Government Plan to provide guidance to ensure continuation of vital City functions should key members of the governing body or the physical seat of government be impacted by a disaster. The plan includes identification of an alternate seat of government, a Citywide succession plan, and recovery procedures.
- Implemented a Text to Keyword Notification system to provide timely emergency notifications to attendees of specific popular events, such as the Democratic State Convention or Grand Prix. This program allows attendees to receive emergency notifications specific to the venue or event they are attending.
- In response to the COVID-19 pandemic, the department conducted its first virtual Community Partners meetings via Zoom and implemented regular Community Partner newsletters to provide updates on the City's COVID-19 response and helpful disaster preparedness resources.
- Partnered with 3SI Security Systems, a state-of-the-art technology that offers GPS tracking of stolen goods through the 9-1-1 Emergency Communications Center. 3SI coordinates with businesses, such as banks, pharmacies and armored cars, to help law enforcement track felony level theft.
- In Calendar Year 2019 the Police Communications Center received 682,231 calls, handled 210,901 outbound calls to agency partners, and dispatched 207,000 calls. The Fire Communications Center received 129,239 calls, handled 32,996 outbound calls to agency partners, and dispatched 76,895 calls.
- In FY 20, 35 Public Safety Dispatcher candidates were interviewed; 11 were hired and began the year-long Training Academy. Additionally, 10 dispatchers hired in FY 19 completed the Training Academy in FY 20.
- Administered over \$5.5 million of Homeland Security Grant Program (HSGP) funds for terrorist mitigation, disaster preparedness training, planning, and equipment acquisition Citywide.

FY 20 Accomplishments

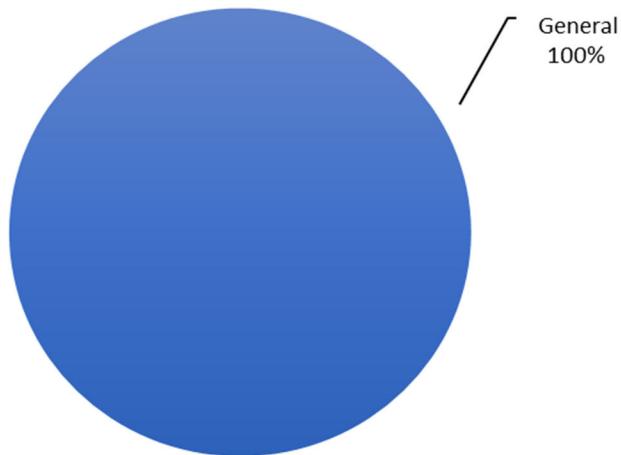
- Reviewed and submitted 108 FEMA HSGP grant reimbursement requests for the procurement of equipment, programs and projects that serve to prepare Long Beach and its residents for terrorism mitigation, disaster prevention, protection, response and recovery.
- Provided guidance on Citywide participation in the Great Shake Out earthquake drill, and shared earthquake and tsunami preparedness plans with the community through social media channels.
- Created the “9-1-1 Heroes” awards program to recognize and celebrate the bravery and critical thinking of our young residents to “make the right call” by dialing 9-1-1 for help during an emergency.
- Developed the Heavy Equipment Mobilization plan to rapidly deploy heavy-duty wheeled vehicles to an incident scene to block vehicular traffic or protect public property. This plan would be enacted during unplanned events that require a quicker response than the traditional placement of k-rails or water-filled barriers.
- Reviewed and updated various disaster preparedness plans, such as the Crisis Communication Plan, to ensure documentation of processes and inclusion of accountability for persons with access and functional needs.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	88,347	12,596,230	(12,507,883)
Total	88,347	12,596,230	(12,507,883)

Summary of Changes*

GENERAL FUND GROUP	Impact	Positions
Eliminate two Public Safety Dispatcher II positions in the Emergency Communications Bureau's 9-1-1 Emergency Communication Center, going from 73 to 71 budgeted dispatch positions.	(222,412)	(2.00)
Reclassify the Telecommunicator positions to Public Safety Dispatcher positions in the Emergency Communications Bureau to facilitate efficient operations in the 9-1-1 Emergency Communication Center.	(248,948)	-

* For ease of review, reallocations of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Disaster Preparedness Division

Key Services:

1. Citywide Disaster Preparedness

- Citywide Emergency Operations Plans
- Communications and Outreach
- Employee Training
- Citywide Disaster Preparedness Trainings and Exercises
- Area F Disaster Management Area Coordinator Representation

2. Emergency Operations Center Operations and Plans

- EOC Systems Maintenance
- ECOC Facilities Repair and Maintenance
- EOC Operations & Security
- EOC Capital Improvement Projects
- EOC Facility Usage
- EOC Plan Updates

Disaster Preparedness	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	880,817	-	-
Expenditures	1,286,181	1,259,149	1,064,338
FTEs	3.00	3.00	3.00

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Administration Division

Key Services:

1. Administration and Financial Services

- Administrative Services
- Financial Services
- Homeland Security Grant Administration
- Personnel and Recruitment
- Purchasing and Contracts

Administration	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	2,435,534	-	-
Expenditures	1,943,394	2,992,128	1,610,227
FTEs	5.30	5.30	5.30

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Emergency Communications Division

Key Services:

1. Emergency Communications

- Call Taking (9-1-1 and 7-digit)
- Emergency Dispatch and Resource Allocation
- Tactical Operations Support
- Intra-agency emergency support coordination
- Staff Training and Development
- CAD and Technology Systems Management
- Data Analysis and Reporting
- Investigative Support

Emergency Communications	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	88,347	88,347
Expenditures	9,995,148	10,130,196	9,921,665
FTEs	81.00	81.00	79.00

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*Adjusted Budget as of August 31, 2020

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Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	-	-	-
Revenue from Other Agencies	3,292,248	-	-	-
Charges for Services	-	88,347	88,347	88,347
Other Revenues	24,103	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	3,316,350	88,347	88,347	88,347
Expenditures:				
Salaries and Wages	5,578,945	6,718,544	6,579,652	6,391,658
Employee Benefits	3,445,395	4,297,833	4,320,400	4,107,522
Overtime	1,445,865	223,684	220,321	223,684
Materials, Supplies and Services	1,588,457	504,606	2,288,200	504,606
Interfund Support	1,124,312	995,057	994,099	1,368,760
Intrafund Support	20,549	-	-	-
Capital Purchases	21,199	-	(21,199)	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	-	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	13,224,722	12,739,724	14,381,474	12,596,230
Personnel (Full-time Equivalents)	89.30	89.30	89.30	87.30

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

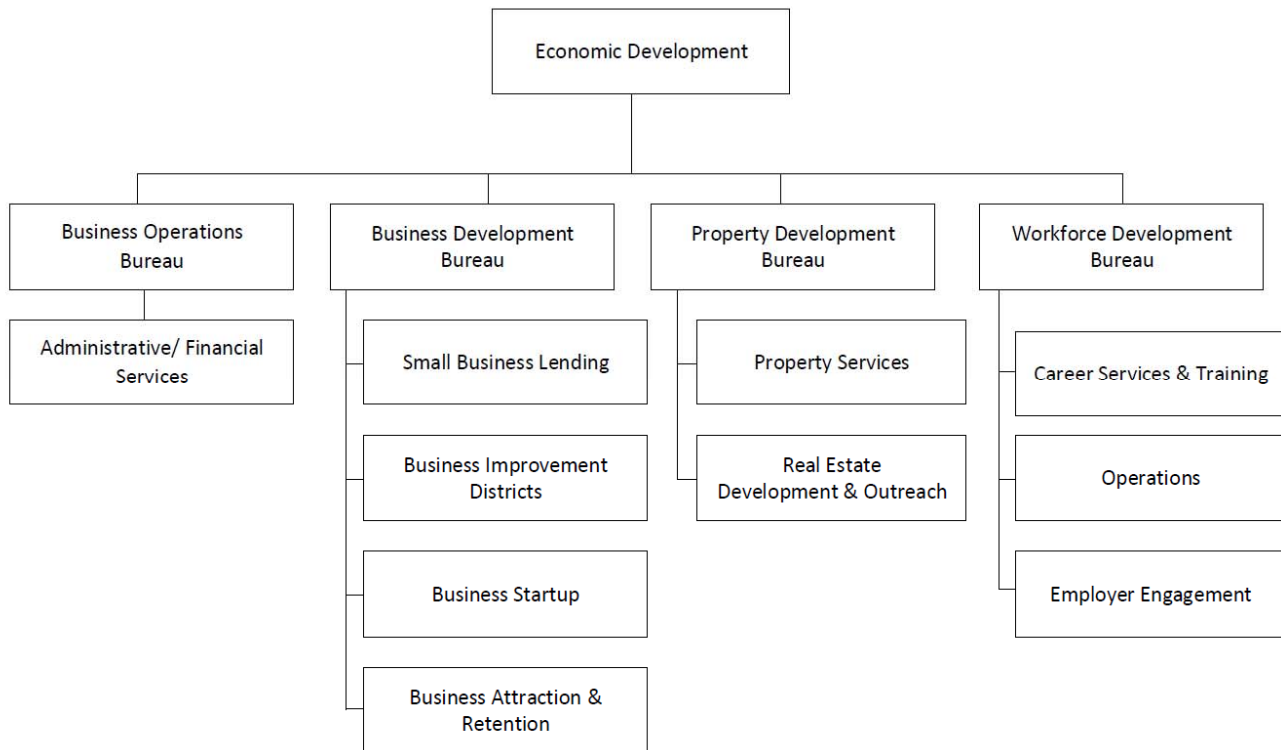
**Adjusted Budget as of August 31, 2020

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Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director-Disaster Prep & Emergency Comm	1.00	1.00	1.00	220,823	220,823
Administrative Analyst II	1.00	1.00	1.00	73,051	73,051
Administrative Analyst III	1.00	1.00	1.00	96,505	96,505
Clerk Typist III-NC	0.30	0.30	0.30	12,523	12,521
Communications Center Coordinator	3.00	3.00	3.00	289,514	301,092
Community Center Supervisor	-	-	3.00	-	275,883
Community Program Technician II	1.00	1.00	1.00	49,374	45,714
Disaster Preparedness Officer	1.00	1.00	1.00	104,000	104,999
Emergency Communicator Supervisor I	15.00	15.00	-	1,274,262	-
Emergency Communicator Supervisor II	3.00	3.00	-	289,514	-
Payroll/Personnel Assistant II	1.00	1.00	1.00	51,546	51,546
Public Safety Dispatcher II	-	-	56.00	-	3,909,485
Public Safety Dispatcher III	-	-	4.00	-	296,537
Public Safety Dispatcher IV	-	-	11.00	-	887,181
Public Safety Telecommunicator II	58.00	58.00	-	4,134,530	-
Secretary	2.00	2.00	2.00	100,752	101,812
Special Projects Officer	2.00	2.00	2.00	237,483	235,000
Subtotal Salaries	89.30	89.30	87.30	6,933,877	6,612,150
Overtime	-	-	-	223,684	223,684
Fringe Benefits	-	-	-	4,149,547	3,964,955
Administrative Overhead	-	-	-	148,285	142,567
Attrition/Salary Savings	-	-	-	(161,289.22)	(161,289)
Expenditure Transfer	-	-	-	(72,043)	(77,203)
Total	89.30	89.30	87.30	11,222,061	10,704,864

Economic Development



John Keisler, Director

Sergio Ramirez, Deputy Director

Nicholas Schultz, Workforce Development Director

Johnny Vallejo, Business Operations Manager

Mary Torres, Property Services Officer

Eric Romero, Business Development Officer

Arlen Crabtree, Acting Administrative/Financial Services Officer

Alisa Munoz, Workforce Development Officer

Department Overview

Mission:

The mission of the Economic Development Department is to create economic opportunities for workers, investors, and entrepreneurs in the City of Long Beach.

Core Services:

- Grow and strengthen established industry clusters and emerging sectors in Long Beach.
- Increase access to economic opportunities in low-income communities to advance economic equity.
- Ensure workforce preparedness and business competitiveness through an alignment of economic development, training, education, and community partner efforts.
- Build a supportive economic ecosystem that creates reliable pathways for entrepreneurs to confidently start and grow successful businesses.
- Create more responsive, cost-effective, and streamlined City processes to grow investment and development in the City.
- Enhance quality of life to grow businesses, jobs, and investment that support a thriving local economy.
- Advance an integrated approach to local and regional economic development to enhance business opportunities and global connectedness.
- Manage, negotiate and implement complex real estate transactions, leases and extensions.

In FY 21, the Economic Development Department (Department) will coordinate efforts of its four bureaus and multiple divisions to deliver its core services and support internal operations. The Department will continue ongoing efforts to deliver and implement the recommendations of the 10-year Blueprint for Economic Development (Blueprint). The Blueprint is a comprehensive plan that provides policy recommendations to advance Long Beach as “the City of opportunity for workers, investors, and entrepreneurs.” Specifically, Blueprint implementation will: facilitate the establishment of Long Beach as a place where workers can find more fulfilling, higher-wage job opportunities, market Long Beach’s “can do” climate where investors aggressively compete for the distinction to advance economic opportunities for businesses and the community, and further Long Beach’s innovative ecosystem that provides a foundation for entrepreneurial success from business start-up to growth. To achieve these objectives, the Department will continue to leverage partnerships with the Economic Development Commission, local education institutions, business associations, and other community partners and build on the strong momentum gained in prior years.

This focus will drive success in each key focus area of the Blueprint including:

1. Engines of Growth
2. Economic Inclusion
3. Jobs and Workforce Development
4. Business Assistance
5. Development Environment
6. Quality of Life
7. Economic Leadership and Cooperation

In addition to core services, the Department will have a strong focus on addressing impacts from the ongoing COVID 19 pandemic. In addition to the significant health impacts, the pandemic has spurred a nationwide economic emergency. Local businesses, workers and residents have been significantly impacted by this economic emergency. The Department will focus resources to address the needs of the City’s businesses and workforce during this time. This will include the administration of numerous Federal CARES Act funded projects and programs, business outreach and assistance, and enhanced workforce development assistance.

Department Overview

Another comprehensive focus will be the Department's overlay of a social equity lens on the Department's deliverables. This will be done in conjunction with citywide Framework for Reconciliation, but also include the application of an equity lens to all departmental activities. The purpose of this focus is to be deliberate in the Department's planning and implementation to improve the equity of service delivery and expected impacts.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of new Long Beach based small businesses (<i>10 or fewer employees</i>)	1,375	1,430	1,134	1,134

This measures the number of new small businesses (10 or fewer employees) locating in the City or adding a new location. Figures exclude home-based businesses and commercial/residential rental property licenses. In FY 15, Council approved a small business incentive pilot program, and these numbers have grown steadily over the last two years. Staff anticipates continued growth in FY 21 and will continue to monitor its success.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of Successor Agency properties Disposed	41	81	29	21

This measures the amount of former Redevelopment Agency Properties (Successor Agency properties) that were retained by the City as part of dissolution of the former Redevelopment Agency of the City of Long Beach. Successor Agency properties are categorized as either “future development” or “for sale” in the Long Range Property Management Plan, a plan required by dissolution law and the City’s plan was approved by the State of California in 2015. There were a total of 178 parcels, 58 categorized as “for sale” and 120 categorized as “future development”, transferred to the City for disposition, with the goal to leverage City-owned property for economic development. Through FY 20, a total of 51 “for sale” properties and 99 “future development” properties have been sold. Once all Successor Agency properties have been sold, this measure is expected to be replaced with indicators related to active ground leases.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of Long Beach residents who are placed in employment	1,900	2,500	1,925	2,850

This performance measure indicates the number of residents that are served through employment programs administered by Pacific Gateway. This includes career services through the WorkPlace, Youth Opportunity Center, and contracted service providers. After years of consistent service levels, program enrollment initially fell at the onset of the COVID-19 pandemic as residents sheltered or believed their employment would be reinstated, and then saw increases in the last quarter of FY 20. Still, it is anticipated that this dip will result in service levels equivalent to 77 percent of FY 20 Projection, with an uptick after Unemployment Insurance and stimulus funding expires for many households. For FY 21, service levels are expected to increase 50 percent above FY19 (pre-pandemic) levels.

FY 20 Accomplishments

- Charles Benton Digital Equity Champion Award from the National Digital Inclusion Alliance (NDIA) for outstanding leadership and dedication towards advancing digital inclusion.
- Named a 2020 Digital Inclusion Trailblazer from the National Digital Inclusion Alliance (NDIA); a national honor roll of local government initiatives that promote digital literacy and Broadband access for underserved residents.
- Workforce generated \$16 million in state and federal grant revenue to support local businesses with worker hiring, training, and job growth.
- Pacific Gateway served more than 9,400 adult residents through a variety of workforce development programs.
- 1,118 jobseekers received in-depth career counseling and job placement support from Pacific Gateway's team of career and job placement specialists.
- The WorkPlace, Pacific Gateway's Job Center, provided more than 5,300 hours of counseling, interview preparation, and job coaching.
- Pacific Gateway issued more than \$525,000 in training scholarships to over 130 residents for a variety of vocational programs including information technology, truck driving, and nursing certification.
- 54 jobseekers received no-cost childcare through a newly coordinated network of local childcare providers.
- Job centers supported more nearly 2,000 laid-off workers through benefits and employment orientations with State Employment Development Department (EDD).
- Over \$300,000 provided to hundreds local families for COVID-19 related rental assistance.
- Pacific Gateway served more than 680 youth (ages 16-24) through work experience and training programs including Youth@Work program, 1:1 career coaching, training and job placement in collaboration with community-based organizations Centro CHA and United Cambodian Community (UCC)
- Local youth workers provided more than 41,000 hours of service, earning nearly \$600,000 in wages. Workers completed 10,000 hours of work readiness training, each earning an additional \$290 while they completed it.
- Pacific Gateway served over 2,300 businesses through recruitment and job fair events, workforce planning, connection to human resource support, youth worker programs, on-the-job training subsidies, and downsizing support.
- In response to the COVID-19 pandemic, Pacific Gateway responded to more than 102 WARN-Notices (notices of medium and large-scale layoff), providing affected workers with information and access to services, and provided much needed PPE to 941 businesses protecting over 7,000 workers.
- Through Economic Development administered loan programs, 89 small businesses received investment loans totaling \$1,895,000; another 25 small businesses received Paycheck Protections Loans from a City partner, National Development Council, totaling \$1,039,649.
- Over 600 small businesses received CARES Act Small Business Transition and Technology Grants totaling \$3.3 million; additionally, over 100 Small Business Restart Grants totaling over \$300K were distributed to support businesses that were impacted by property damages that occurred on May 31, 2020.
- Answered over 3,500 calls through the City's new 570-4BIZ Hotline in support of small business, assisted over 300 customers at Small Business Outreach Pop-ups located in West Long Beach, Central Long Beach, and North Long Beach, led over 50 presentations and webinars to educate small

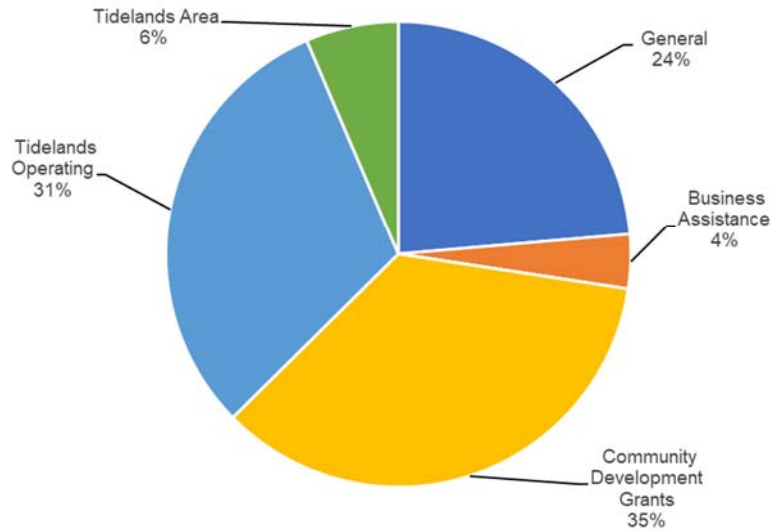
FY 20 Accomplishments

business about loans, grants, City policies, and other resources, and distributed over 30, 000 mailers and flyers to inform the community of small business support resources.

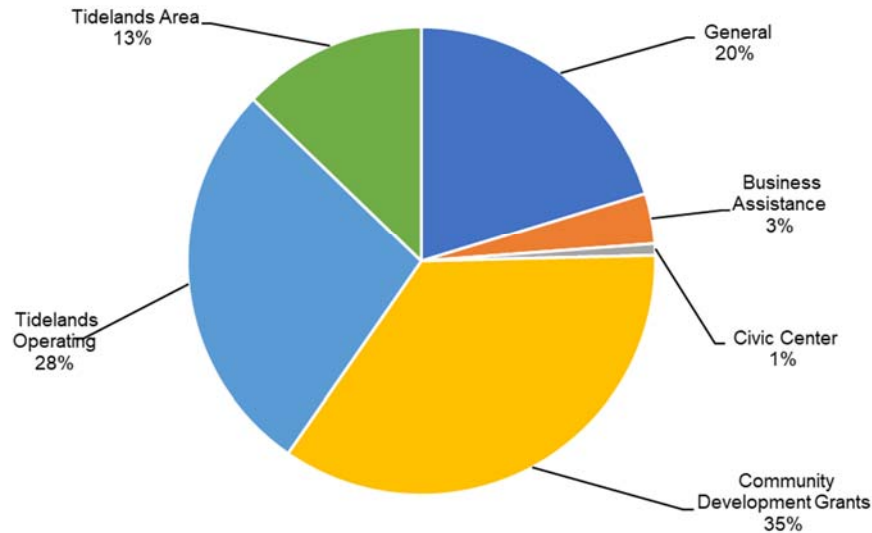
- Supported the development and launch of three new economic development non-profit organizations including the Center for Economic Inclusion (CEI), Long Beach Economic Partnership (LBEP), and the new Long Beach Technology Accelerator as called for in the Blueprint for Economic Development.
- Continued strategic partnerships with 9 Business Improvement District Associations totaling over \$10 million to support place-based economic and community development programs.
- Economic Development Department partnered with the Parks, Recreation and Marine Department and hired 19 part-time City staff to implement the Business Hotline and Call Center during the COVID-19 pandemic.
- 65 Youth Workers were hired as Community Ambassadors in response to COVID-19 and CARES Act Grant program delivery including PPE distribution, small business support, and education programs. Collectively, Youth Community Ambassadors earned more than \$310,000 in wages supporting resource distribution, call centers, COVID testing and other emergency response efforts.
- Launched innovative new program to provide job opportunities for over 20 people experiencing homelessness.
- Implementation of an online contract management system for more efficient and effective monitoring and administration of City leases and associated agreements.
- Partnered with the Technology and Innovation Department, the Long Beach Public Library and the United Cambodian Community (UCC) to launch a new Digital Inclusion Resources Hotline to help connect the community with a variety of resources and services, including computers, low-cost Internet services and computer literacy training.
- With the Technology and Innovation Department, convened the COVID-19 Digital Inclusion Response Working Group to implement short-term strategies to advance digital inclusion during the COVID-19 pandemic.
- Facilitated community pop-ups, workshops, interviews and surveys with Long Beach residents to co-develop strategies for the Digital Inclusion Roadmap.
- Sale of 29 former Redevelopment Agency parcels for \$22 million resulting in \$5 million to the City as share of property tax distribution. These dollars directed to project area programs and available for citywide economic development programs.
- Economic Development generated \$11.5 million through the leasing of City-owned property on behalf of the residents of Long Beach.
- Opening of Virginia Village Parking Lot adding 19 spaces to a commercial corridor in North Long Beach.
- With the Technology and Innovation Department, partnered with the California Emerging Technology Fund (CETF), EveryoneOn and human-I-T, has launched a centralized online platform for Long Beach residents to access low-cost Internet services, computers and digital literacy resources, called ConnectedLB Platform.
- With the Technology and Innovation Department, partnered with human-I-T to administer free Internet service plans, hotspots and computing devices to community members most in need.
- With the Technology and Innovation Department, celebrated national Digital Inclusion Week 2020 and implemented an educational campaign focused on engaging Long Beach residents about the digital inclusion resources and services available in Long Beach.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	4,560,600	4,154,480	406,120
Business Assistance	728,199	719,802	8,397
Civic Center	-	165,839	(165,839)
Community Development Grants	6,794,935	7,175,334	(380,399)
Tideland Operating	5,970,000	5,645,996	324,004
Tideland Area	1,244,000	2,616,517	(1,372,517)
Total	19,297,733	20,477,968	(1,180,235)

Summary of Changes*

GENERAL FUND GROUP	IMPACT	POSITIONS
Reduce budget for proactive property maintenance by reducing the monthly visits per property. Weekly proactive property maintenance visits will instead occur on a bi-monthly or monthly basis.	(75,000)	-
Reduce general material expense, funding for outside real estate legal and architectural services for properties managed, resulting in a supporting a more limited portfolio of properties.	(64,000)	-
Reclassify a Redevelopment Project Officer to a Development Officer in the Business Development Bureau to better align the position with its duties.	-	-
One-time funding to hire an Economic Equity Specialist to address income inequality by exploring and supporting public banking and universal basic income.	100,000	-
Update the Economic Development Department's Executive Office Division to the Business Operations Bureau to align with the currently functional structure of the department.	-	-

TIDELANDS AREA FUND GROUP	IMPACT	POSITIONS
Upgrade an Assistant Administrative Analyst II to a Administrative Analyst II for an increase of \$15,068 to support Queen Mary activities and transfer the full cost of the position to the Tidelands Operating Fund Group due to funding shortfalls in Queen Mary Fund Group.	(101,440)	-

TIDELANDS OPERATIONS FUND GROUP	IMPACT	POSITIONS
Increase Tidelands Operating budget to support the funding of an Administrative Analyst II position dedicated to Queen Mary activities.	116,509	-
One-time reduction for utilities due to anticipated lower usage at the Long Beach Convention Center as a result of COVID-19 pandemic and social distancing guidelines in place.	(200,000)	-
Reduce budget for various utilities at the Long Beach Convention Center to better align budget to actual expenses.	(150,000)	-

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Business Operations Bureau

Key Services:

1. Executive Office

- Patron Issue Management
- City Council Relations /Communications
- Community Relations / Outreach Education
- Strategic Initiatives
- Departmental Management
- Economic & Digital Inclusion

2. Financial Administration

- Budget Development and Management
- Grants Management
- Contract / RFPs Management
- Accounting
- Purchasing
- Records Request and Management

3. Personnel

- Payroll
- Benefits Education and Management
- Employee Assistance
- Personnel Management and Issue Resolution
- Risk Management and Safety Training

4. Communications

- Department Media Relations
- Public Outreach, Social Media and Events
- Publications

5. Office of Economic Research

- Economic Studies and Analysis

Business Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	92,808	-	-
Expenditures	1,403,055	1,400,286	1,627,152
FTEs	7.00	8.00	8.00

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Business Development Bureau

Key Services:

1. Small Business Lending

- Revolving Loans
- Launch Grants &
- Façade Improvement Program

2. Business Improvement Districts

- Administration & Oversight
- Establishment/Renewal

3. Business Retention

- Incentive Programs
- Relocation

4. Economic Research

- Blueprint Implementation
- Research
- Tracking & Reporting

5. Business Startup

- Attraction
- Site Selection
- Licensing & Permitting

Business Development	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	390,902	728,199	728,199
Expenditures	1,050,612	8,455,917	1,224,660
FTEs	3.00	3.00	3.00

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Property Development Bureau

Key Services:

1. Property Services

- Proactive Property Maintenance
- Contract Administration
- Lease Negotiation
- Asset Management
- Long Range Property Management

2. Real Estate Development

- Appraisals
- Acquisitions & Sales
- Real Estate Transactions
- Opportunity Site Identification
- Development Services

Property Development	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	26,025,999	11,969,779	11,774,600
Expenditures	25,954,676	12,506,644	10,413,284
FTEs	9.00	9.00	9.00

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Workforce Development Bureau

Key Services:

1. Workforce Development

- Job Search Assistance
- Individualized assessments
- Connection to Training
- Career Counseling
- Skill Development scholarship to Occupational Training

2. Communications

- Outreach
- Marketing & Promotion
- Public Affairs
- Workforce Investment Board

3. Business Assistance

- Recruitment and Hiring
- Youth Hiring and Internships
- Lay-Off Aversion
- Customized Training

4. Workforce Operations

- Contracts and Procurement
- Accounting Functions
- Budgeting
- Administration
- Grant Monitoring

Workforce Development	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	8,730,329	(1,834,349)	6,794,935
Expenditures	11,151,862	21,469,863	7,212,872
FTEs	67.96	67.96	67.96

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*Adjusted Budget as of August 31, 2020

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Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	6,680	12,000	12,000	13,500
Fines and Forfeitures	-	-	-	-
Use of Money & Property	12,036,806	11,097,600	11,097,600	11,346,600
Revenue from Other Agencies	8,577,130	10,027,530	(2,372,190)	6,578,668
Charges for Services	1,025	-	-	-
Other Revenues	3,401,500	1,138,466	1,754,219	1,138,466
Intrafund Services	-	-	-	-
Intrafund Transfers	2,150,000	-	150,000	-
Interfund Services	4,828	6,000	6,000	4,500
Interfund Transfers	9,062,070	216,000	216,000	216,000
Other Financing Sources	-	-	-	-
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Total Revenues	35,240,038	22,497,596	10,863,629	19,297,733
Expenditures:				
Salaries and Wages	5,640,912	6,902,513	10,565,570	4,466,214
Employee Benefits	2,790,126	3,872,504	6,373,299	4,027,415
Overtime	38,124	-	(76,497)	-
Materials, Supplies and Services	15,503,112	8,816,757	23,284,958	7,821,029
Interfund Support	899,161	791,344	720,642	1,587,681
Intrafund Support	-	-	-	10,643
Capital Purchases	11,851,593	-	400,000	-
Insurance Premiums and Losses	73,629	74,002	74,002	74,002
Other Non-Operational Expenditures	2,726,612	2,502,672	2,502,672	2,490,983
Operating Transfers	36,936	-	(11,936)	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
	-----	-----	-----	-----
Total Expenditures	39,560,204	22,959,791	43,832,710	20,477,968
Personnel (Full-time Equivalents)	86.96	87.96	87.96	87.96

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

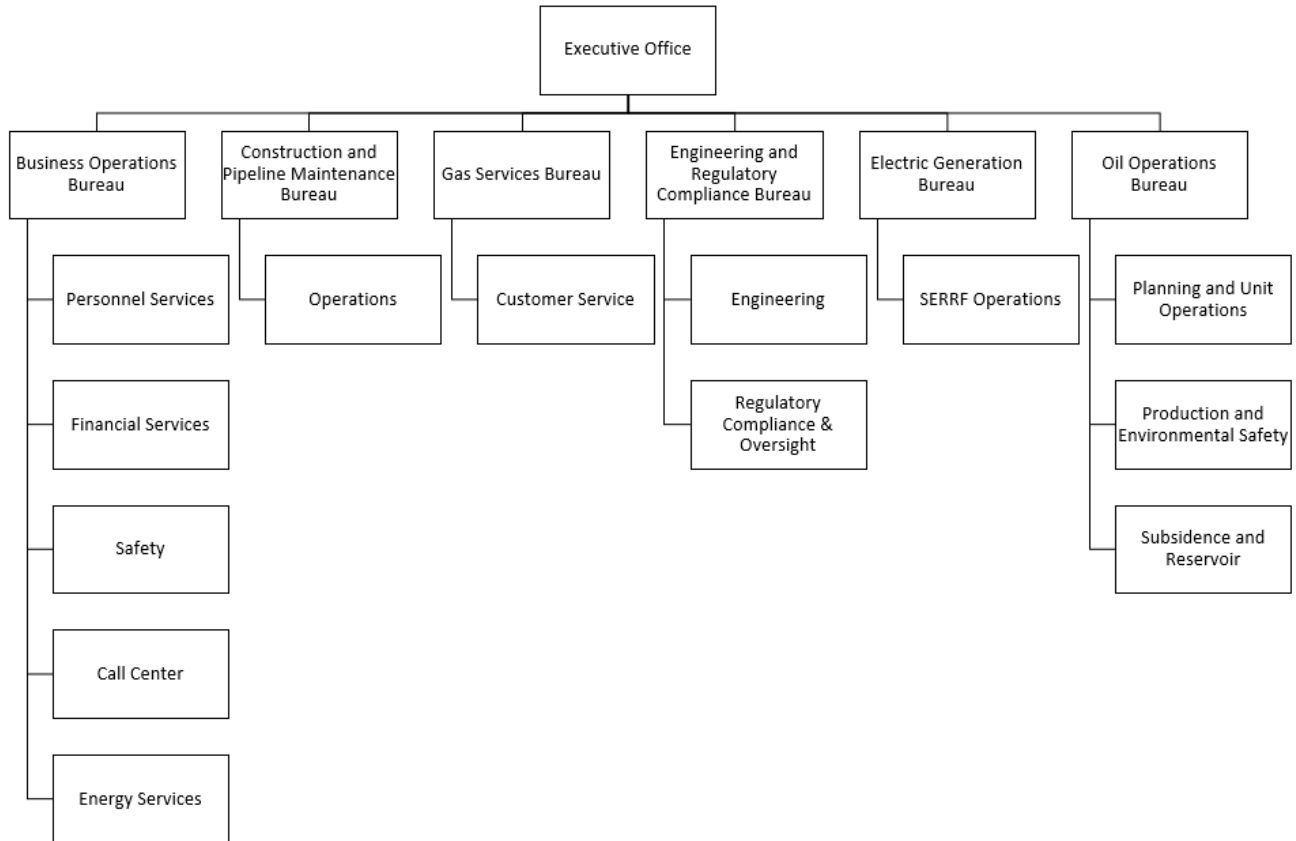
**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director-Economic Development	1.00	1.00	1.00	212,331	212,331
Accountant III	1.00	1.00	1.00	71,285	71,285
Accounting Clerk II	1.00	1.00	1.00	40,894	40,894
Accounting Clerk III	1.00	1.00	1.00	44,017	46,509
Administrative Analyst II	1.00	1.00	2.00	89,359	162,409
Administrative Analyst III	2.00	2.00	2.00	193,010	175,336
Administrative Analyst II-NC	2.00	2.00	2.00	144,891	144,876
Administrative Analyst I-NC	1.00	1.00	1.00	69,246	69,239
Administrative Intern	6.45	6.44	6.44	212,426	213,768
Administrative Officer	1.00	1.00	1.00	101,936	115,047
Assistant Administrative Analyst I	1.00	1.00	1.00	55,769	53,026
Assistant Administrative Analyst II	2.00	2.00	1.00	140,443	76,327
Assistant Director-Workforce	1.00	1.00	1.00	124,948	124,948
Business Development Officer	-	-	1.00	-	125,009
Clerk Typist III	6.00	6.00	6.00	307,721	309,277
Community Information Specialist II	1.00	1.00	1.00	45,025	45,033
Community Program Specialist I	4.00	4.00	4.00	230,267	210,889
Community Program Specialist II	2.00	2.00	2.00	138,183	134,934
Community Program Specialist III	16.51	16.52	16.52	1,326,952	1,345,787
Community Program Specialist IV	3.00	3.00	3.00	255,127	258,371
Community Program Specialist V	7.00	7.00	7.00	674,633	675,534
Community Program Technician I	1.00	1.00	1.00	50,290	51,751
Community Program Technician II	1.00	1.00	1.00	45,902	48,591
Community Program Technician III	1.00	1.00	1.00	58,264	58,264
Community Program Technician IV	2.00	2.00	2.00	124,166	124,172
Deputy Director of Economic Development	1.00	1.00	1.00	173,047	173,047
Development Project Manager II	1.00	1.00	1.00	89,359	89,359
Development Project Manager III	3.00	3.00	3.00	300,042	300,042
Exec Director-Reg Wrkfr Invest Brd	1.00	1.00	1.00	168,940	168,940
Executive Assistant	1.00	1.00	1.00	60,203	60,203
Manager-Business Operations	-	1.00	1.00	136,000	136,000
Payroll Personnel Assistant II	1.00	1.00	1.00	51,546	51,546
Real Estate Officer	1.00	1.00	1.00	120,517	122,369
Real Estate Project Coordinator III	3.00	3.00	3.00	313,331	305,363
Real Estate Technician II	1.00	1.00	1.00	62,833	62,833
Redevelopment Project Officer	1.00	1.00	-	125,009	-
Secretary	2.00	2.00	2.00	100,529	100,529
Senior Accountant	1.00	1.00	1.00	96,505	91,353
Special Project Officer	1.00	1.00	1.00	106,155	106,155
Workforce Development Officer	3.00	3.00	3.00	321,158	321,158
Subtotal Salaries	86.96	87.96	87.96	6,982,259	6,982,503
Overtime	-	-	-	-	-
Fringe Benefits	-	-	-	3,723,497	3,877,177
Administrative Overhead	-	-	-	149,007	150,238
Attrition/Salary Savings	-	-	-	(36,857)	(36,857)
Expenditure Transfers	-	-	-	(42,890)	(2,479,432)
Total	86.96	87.96	87.96	10,775,016	8,493,630

Energy Resources



Robert Dowell – Director of Energy Resources

Tony Foster – Manager, Business Operations Bureau

Vacant – Manager, Engineering and Regulatory Compliance Bureau

Charles R. Tripp – Manager, Electric Generation Bureau (SERRF)

Edward Farrell – Manager, Gas Services Bureau

Nathan Lynch – Manager, Construction & Pipeline Maintenance Bureau

Kevin Tougas – Manager, Oil Operations Bureau

Department Overview

Mission:

To safely provide reliable price-competitive natural gas utility services to residents and businesses, to commercially accept regional refuse for conversion into electrical power for resale and to decrease dependency on local landfills, and to manage in an environmentally safe manner the City and State's onshore and offshore production of oil and natural gas to maximize production levels and revenues.

FY 21 Focus:

The Energy Resources Department (ER) (formerly known as Long Beach Gas and Oil) consists of three significant enterprise operations: 1) a municipally-owned gas utility that, by customer count, is the seventh largest in the United States, supporting more than 154,000 customer accounts and maintaining 1,900 miles of main pipeline; 2) the Southeast Resource Recovery Facility (SERRF) creating electricity from refuse, processing about 380,000 tons of solid waste in Fiscal Year 2020; and, 3) a major oil field operation that produces about 10 million barrels annually with an exemplary environmental safety record.

GAS – Since 2012, the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration (PHMSA), has required all natural gas distribution pipeline operators to implement a Distribution Integrity Management Plan (DIMP). DIMP requires ER to periodically perform risk assessments on its pipelines by identifying, ranking and mitigating risks. Through the DIMP process, ER identified four significant risks to the City's gas distribution pipeline system: 1) excavation damage caused by third parties, 2) corrosion damage to older pipelines in the system, 3) past pipeline installation practices, and 4) susceptibility of major pipeline damage in the event of a localized earthquake. These risks are being mitigated through ER's ongoing pipeline replacement program.

In FY 21, ER will continue to focus on updating PHMSA required regulatory compliance documents that support overall distribution and operation activities. In FY 21, ER will prepare the first Gas Master Plan. Whereas DIMP is focused on pipeline integrity, the Master Plan will include additional programs offered by the department in the delivery of natural gas service.

In FY 20, ER continued full operation of its Advanced Metering Infrastructure (AMI) system of approximately 154,000 gas meters. The AMI system enables the City's gas utility customers to utilize an array of interactive tools to monitor and optimize their gas consumption. This "smart meter" system greatly enhances privacy and security for utility customers as monthly visits from contract meter readers are no longer necessary. Through AMI, ER has reduced annual vehicle trips by 160,000 with a corresponding reduction in CO₂ emissions of 400,000 pounds every year.

ER continues to lead in the effort to lower greenhouse gas emissions by utilizing natural gas as an economically efficient alternative fuel source. In June 2017, ER began delivering Renewable Natural Gas (RNG or Biogas) to Long Beach Transit for their entire fleet of CNG-powered buses. In 2018, ER began delivering Biogas for the City's fleet of street sweepers and refuse trucks. Since Biogas is collected from decaying organic materials (landfills, livestock operations and waste water treatment) the combustion of Biogas is carbon neutral and does not add to greenhouse gas emissions. ER anticipates the rapid expansion of Biogas fuel to other CNG-powered vehicles throughout the City.

OIL - ER is the Unit Operator for the Wilmington Oil Field production activities and holds various interests in smaller oil fields throughout the City. These operations are significant, with over 2,000 active wells. While most net oil revenue goes to the State, Long Beach is anticipated to receive about \$9.5 million in the Tidelands Operating Fund and \$4.7 million in the Uplands Oil Fund in FY 21.

The fluctuating market price for a barrel of oil has a tremendous impact not only on revenue but also on operational decisions and investments in future exploration. For FY 21, ER has budgeted the realized price of oil at \$35 per barrel.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of feet of main pipeline replaced	50,382	10,000	22,279	10,000

Because of the federally required Distribution Integrity Management Plan (DIMP) review, the rate of targeted pipeline replacement is a critical measure to ensure the operational integrity and overall safety of the 1,900 miles of gas pipeline infrastructure. In FY 20, the pipeline replacement plan focused on large diameter, main pipe so as not to conflict with activity at service addresses. This work is primarily driven by corrosion damage to older pipelines in the system.

Key Measure	FY 19 Actual*	FY 20 Target*	FY 20 Estimate*	FY 21 Projection*
Number of barrels of oil produced (in millions)	10.5	10.2	8.5	8.1

*Unit operator only

The number of barrels of oil produced indicates the level of oil drilling activity for the year and the natural reservoir decline in oil production rate.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of tons of waste processed at SERRF	360,000	409,000	375,000	410,000

The measure indicates the amount of waste that was kept out of local landfills. The fluctuations in tonnage listed are within the normal fluctuation of a 30-year-old facility of this type. It is expected to experience additional outages some years due to the age of equipment at the facility. Additionally, the lower production levels in FY 19 were due to unplanned outages and replacement of aging equipment.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of gas emergency service calls completed	5,640	5,500	5,148	6,000

Emergency service calls are received and dispatched by the Gas Services Bureau which operates a 24/7 emergency dispatch center. Reported leak calls are dispatched immediately for response and action.

FY 20 Accomplishments

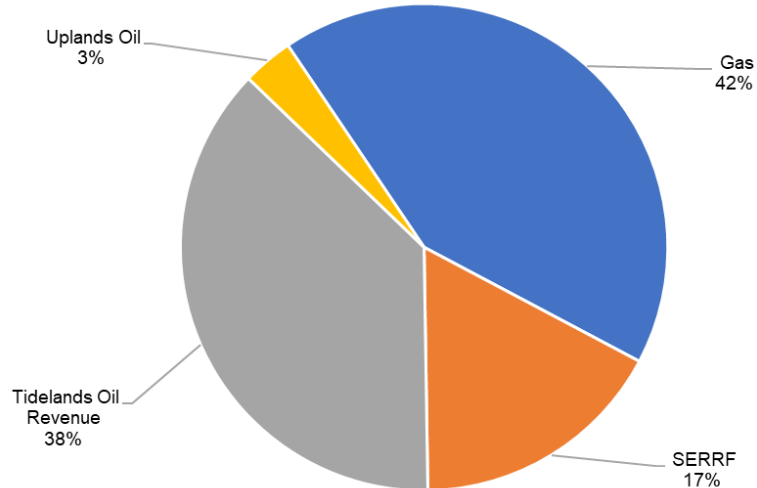
- Replaced approximately 22,000 feet of main pipeline (the pipeline that runs under streets) Also, replaced 300 service pipelines (pipeline that connects from the main pipeline to the customer's meter) in 2020.
- Beginning in March 2020, recognizing the financial distress that the pandemic has caused within our community, Energy Resources implemented several policies designed to relieve concerns that customers had regarding the additional financial burden of late payment fees or that their utility services would be shut-off due to non-payment.
- Completed a thorough upgrade to the Operations and Maintenance policies and procedures manual.
- Completed update of Emergency Response Plan for the department.
- Responded to 14,000 requests for locating and marking underground gas pipeline facilities to minimize damage to gas pipelines associated with excavations.
- Surveyed over 600 miles of gas distribution system main and service pipelines for leaks.
- Repaired over 90 leaks on gas main and service pipelines.
- As part of ER's DIMP, and ongoing commitment to reducing pipeline damage and to ensure the safety to residents, ER is continuing a multi-year sewer line inspection program to identify and repair any gas service pipelines that may encroach upon customer-owned sewer laterals.
- Work has been completed to refurbish the protective coatings and pipe hangers for 10 pipelines suspended beneath bridges.
- Manage the City and State's oil and natural gas operations consisting of over 2,000 active wells producing about 28,000 barrels of oil and nearly 11 million cubic feet of gas per day. The operations drilled approximately 16 wells and ensured adequate water injection into the subsurface to manage subsidence. The subsidence management program maintained stable elevations as verified by results obtained from approximately 540 elevation benchmarks throughout the oil field.
- SERRF processed its 14.3 millionth ton of refuse since opening in July 1988. That equals about 6.7 million megawatts of electricity produced. On average, SERRF provides 222,000 megawatts of energy each year, enough to support 31,000 households or 65,000 electric vehicles.
- Support gas service to all Long Beach residents through continued promotion and administration of its Low-Income Gas Discount assistance program through which qualifying customers receive a discount on the gas bills at their primary residence or non-profit group home.
- Handled 170,061 customer calls, 798,757 contacts through the online service portal, and responded to 6,858 emails.
- Local supplies and favorable index pricing have allowed ER to maintain average residential gas bills that were similar to other Southern California gas utilities.
- Estimates safely completing 101,106 gas and water customer service orders and responded to 5,148 emergency calls.
- Estimates completing 1,459 meter installations and exchanges with full AMI deployment completed.

FY 20 Accomplishments

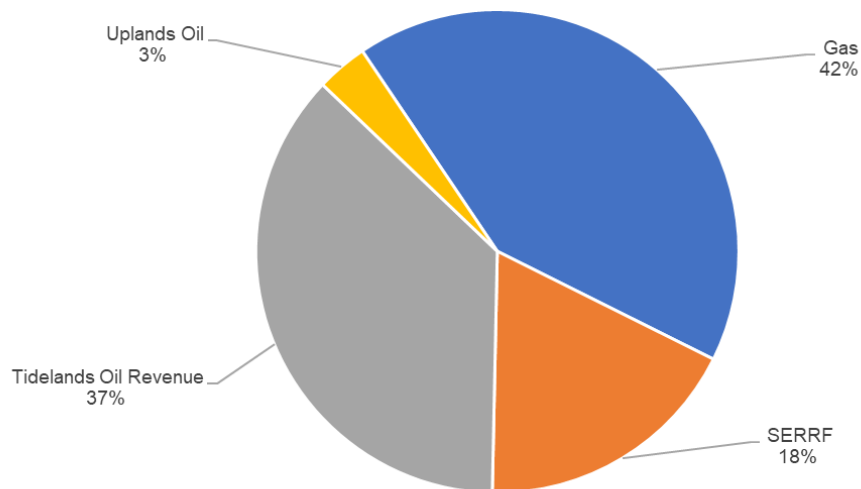
- Utility Services processed monthly utility bills for 165,000 customer accounts generating \$230 million in annual revenue.
- SERRF generated \$7 million in electricity sales.
- Completed over \$11 million in facility equipment upgrades at SERRF
- Continues to engage in natural gas price-protection strategies to ensure customers are not unduly impacted by unforeseen seasonal natural gas price spikes.
- Fully complied with the requirements of the California Global Warming Solutions Act (AB32) by successfully meeting targeted reductions and carbon credit auction consignment obligations.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures*	Fund Impact
Gas	100,580,835	97,736,564	2,844,271
SERRF	40,502,000	42,003,370	(1,501,370)
Tidelands Oil Revenue	89,209,421	86,000,234	3,209,187
Uplands Oil	8,030,005	8,029,761	244
Total	238,322,261	233,769,928	4,552,333

*Includes Transfer to Other Funds of \$23,988,421

Summary of Changes*

Gas Fund Group	Impact	Position
Increase budgeted revenue for transmission rate increase, which have not been increased since 2016 and is currently approximately 30 percent lower than SoCalGas. The proposed natural gas transmission rate increase will result in an estimated increase to the average residential monthly bill of \$2.35, or an effective 10.4 percent overall increase.	(8,900,000)	-
Add a Gas Field Technician I to respond to Underground Service Alert requests. The position reviews incoming tickets to determine if the natural gas pipeline system conflicts with the construction and then visits the location to locate and mark the natural gas pipeline system.	97,233	1.00
Add a Superintendent of Training to manage the training program for the department to ensure all employees are current with training requirements and to enhance the knowledge and skills of new and existing employees.	151,659	1.00
Increase and structurally budget the annual allocation for capital repairs and improvements to the City's gas pipeline infrastructure. This is an increase of \$3 million from previous years, reflecting expected additional transmission revenue along with a growing need to repair and replace aging pipeline.	11,050,000	-
Increase budget for billable work related to the installation, repair, and improvement to gas pipeline infrastructure performed for city departments and external agencies.	1,000,000	-
Increase the structural Gas Fund transfer to the General Fund by \$288,922 for CPI and \$1,000,000 for a revised total transfer of \$10.9 million, assuming the rate increase is approved. This increase is within Measure M requirements.	1,288,922	-
Reclassify various positions to align to operations, including converting a Customer Services Supervisor III to an Assistant Administrative Analyst II; upgrading a Gas Field Services Rep II to III; and reclassifying a Gas Construction Worker II to a Gas Field Technician I and transfer the position from the Construction and Pipeline Maintenance Bureau to the Engineering and Regulatory Compliance Bureau.	13,449	-
One-time funding for an additional one-time FY 21 transfer to the General Fund, within Measure M requirements.	1,150,000	-
One-time funding of \$3.4 million for Cap and Trade funds for projects that reduce greenhouse gas emissions, offset by FY 21 project revenue.	-	-

SERRF Fund Group	Impact	Position
Increase budget for SERRF operations and maintenance including operator contract and ash disposal.	2,000,000	-
Increase budgeted revenue to reflect increase in electricity sales revenue due to a higher \$/kwh plus additional money from a new resource adequacy contract.	(2,100,000)	-
Increase budgeted revenue to reflect increase in interest revenue.	(52,000)	-
Increase budgeted revenue to reflect increases in SERRF tip fee revenue due to higher charge per ton for refuse. This reflects additional revenue from both external refuse haulers (\$2.2m) and City of Long Beach refuse (\$212k).	(2,400,000)	-
Reduce budget for insurance cost savings due to lower negotiated insurance premiums.	(2,802,000)	-

Summary of Changes*

* For ease of review, reallocations of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Business Operations Bureau

Key Services:

1. Personnel Management

- Payroll Processing, Auditing
- Employee Training and Development
- Coordination of Employee Benefits
- Recruitment, selection and onboarding
- Protected Leave Administration
- Workers Compensation/Return-to-work
- Administrative Investigations
- Performance Management

2. Occupational Safety Compliance

- Manage Cal-OSHA compliance for general industry activities
- Assess occupational safety training requirements and ensure compliance
- Evaluate incident trends and implement measures for mitigating loss
- Advise on corrective actions for identified or recognized hazards

3. Financial Oversight and Budget Management

- Forecasting Revenue/Expenditures
- Collect/Review/Coordinate Year-to-Year Budget Changes
- Estimates to Close Input
- Personnel Records/ Org Year-to-Year Changes
- MOU Development/Review
- Accounting for all Funds (Gas, Gas Prepay, Uplands, SERRF, SERRF JPA, TORF)
- Payment Processing (Payables/Receivables)
- Article 9 Recalculation/ Redistribution
- Oil Revenue Distribution (State, City, Contractor, Working Interest Owners)
- Asset Capitalization

- Financial Statements and Management Reports

4. Natural Gas Supply Management

- Gas Demand/Supply Analysis
- Gas Procurement
- Large Customer Support
- Monthly Gas Rate Calculations and Fee Schedule
- Gas Nominations/Curtailment
- SoCal Gas Rate Case Monitoring
- Energy Rebate Program

5. ER Material & Supply Management

- Material/Supply Procurement
- Material/Supply Distribution
- Inventory Control

6. Government Affairs / Public Information / Regulatory Compliance

- Website Update/Support
- Public Records Act Request
- Information Update/Tracking
- AB32 Regulatory Compliance
- Customer Communication

7. Call Center Operations

- Receive/Respond to Customer Service Calls
- Develop Customer Service Orders
- Support Implementation of New CIS
- Setting up New Accounts
- Billing Quality Control and Meter Reading
- Closing Accounts/Final Billing

8. Executive Leadership / Strategic Projects

- Inter-departmental coordination
- New initiatives Oversight
- Policy Development
- Operational Coordination

Business Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	115,326,067	84,242,218	94,142,218
Expenditures	85,788,293	61,873,633	65,105,894
FTEs	64.67	64.67	66.67

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Construction & Pipeline Maintenance Bureau

Key Services:

1. Gas Emergency Response (Pipeline)

- Emergency Response to leak calls from public
- Leak Investigations and repairs
- Maintain Emergency Valves as required by PHMSA

2. Gas Pipeline Repair & Installation

- Alter gas pipelines in response to requests by customers
- Replace sections of gas pipelines
- Disconnect pipelines for building demolition
- Maintain and repair gas pipelines
- Install gas pipelines in response to customer requests
- Bridge Patrol and repairs
- Survey the gas system for leaks

3. Cathodic Protection and Corrosion Control

- Survey cathodic protections systems as required by PHMSA
- Maintain cathodic protection system facilities
- Construction cathodic protection systems
- Pipeline casing inspection
- Monitor pipeline for internal corrosion

Construction and Pipeline Maintenance	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	6,000,897	102,300
Expenditures	-	16,829,061	5,563,673
FTEs	0.00	59.00	58.00

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

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Engineering Bureau

Key Services:

1. Gas Pipeline Systems Regulatory Compliance and Safety Training

- Maintain Emergency Valves as required by PHMSA
- Maintain district regulator stations as required by PHMSA
- Review/upgrade/maintain PHMSA required plans
- Train and test employees and contractors to PHMSA requirements

2. Underground Service Alert Response

- Locate and mark underground gas pipelines prior to excavation by third parties

3. Gas Construction Inspection and Project Management

- Inspect and coordinate ER and developer/contractor pipeline projects for compliance with standards

- Investigate requests by customers for new or changed gas service and meter requirements

- Manage pipeline construction projects

4. Gas System Engineering, Design & Records Maintenance

- Engineer and design gas pipelines on capital projects
- Produce specifications, plans and cost estimates for capital pipeline construction projects
- Produce drawings and acquire permits
- Produce reports for PHMSA audit inspections
- Maintaining and updating project work orders
- Maintaining and updating GIS

Engineering	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	6,889,515	2,333,444	8,232,041
Expenditures	24,120,126	17,777,400	21,042,133
FTEs	85.00	28.00	30.00

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Electric Generation Bureau

Key Services:

1. Waste-to-Energy Operations

- Facility Operations
- Site inspection, daily contractor oversight
- Permit and other regulatory expenses
- Insurance
- Facility bond repayment

2. Narcotics Destruction

- Provide safe access to SERRF combustors
- Scheduling

3. SERRF Administration

- Regulatory Compliance management
- Contract management
- Budget preparation, tracking and forecasting
- Public policy analysis
- Refuse Marketing (ensuring sufficient refuse quantities)
- Accounts Payable
- Public outreach, Industry leadership

Electric Generation	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	35,973,550	35,950,000	40,502,000
Expenditures	51,435,749	42,765,903	42,003,370
FTEs	3.50	3.50	3.50

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

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Gas Services Bureau

Key Services:

1. **Customer Service**
 - Emergency Response
 - Meter Turn-On and Turn-Off Orders
 - Pilot Lighting
 - Gas Appliance Service/Safety Inspection
 - Billing Related Service Orders
2. **Gas Metering and Regulation (and related activities)**
 - New Meter Installation
 - Meter Proving
 - Meter Maintenance and Painting
 - AMI Data Management and Reporting
 - AMI Meter Management and Installation
3. **Service Order Dispatching and System Control**
 - Prepare and Route Daily Work orders
 - Receive and Dispatch After Hours Emergency and Priority Service Calls
 - Pressure Monitoring and Gate Station Control
 - Monitor Gas Quality
 - Instrument Calibrations
4. **Gas Telemetry & Calibrations**
 - District Regulation
 - Maintain City Gate and Local Producer Sites
 - Measurement Reporting
 - Instrument Calibrations
 - SCADA network maintenance

Gas Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	2,200,615	2,388,727	2,388,727
Expenditures	8,041,522	5,926,048	7,938,841
FTEs	62.22	64.22	65.22

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Oil Operations Bureau

Key Services:

1. Subsidence Mitigation

- Conduct field wide elevation surveys at least twice a year
- Prepare elevation maps and annual elevation report to City Council
- Prepare annual budget for State Land Commission approval
- Continuous elevation monitoring via GPS system
- Set voidage balancing guidelines and continuously monitor for compliance
- Meetings with field contractor

2. Oil Spill Prevention and Response

- Ensure oil field environmental regulatory compliance
- Oil field inspections
- Participate in audits
- Facility project approval
- Review maintenance programs and capital investments
- Oil well and pipeline abandonment

3. Oil Field Planning and Contract Management

- Calculate abandonment liability
- Coordinate with POLB on port development impacts to oil operations
- Oil sale measurement and quality verification
- Oil field procurement approval
- Working interest owner support
- Long Beach Unit annual plan and program plan
- Estimate of oil operations and City budget

4. Optimization of Oil and Gas Production

- Reservoir management
- Oil field life planning
- Conduct engineering reviews of proposed drilling and investment well work
- Economic investment justification approval

Oil Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	127,763,475	97,164,531	92,954,975
Expenditures	123,334,652	99,336,486	92,116,017
FTEs	18.00	17.00	17.00

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	134,896,569	102,088,132	102,088,132	97,930,576
Revenue from Other Agencies	-	-	-	-
Charges for Services	139,377,129	110,542,734	110,542,734	124,942,734
Other Revenues	661,772	738,788	738,788	738,788
Intrafund Services	(134,333)	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	13,352,086	14,710,163	14,710,163	14,710,163
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
	-----	-----	-----	-----
Total Revenues	288,153,223	228,079,817	228,079,817	238,322,261
Expenditures:				
Salaries and Wages	15,879,085	16,622,166	21,729,029	17,591,947
Employee Benefits	9,117,902	10,817,708	9,696,060	11,527,549
Overtime	788,651	360,884	88,429	360,884
Materials, Supplies and Services	160,147,272	125,040,590	131,826,599	126,989,290
Interfund Support	9,122,594	10,752,557	10,751,193	11,401,778
Intrafund Support	-	-	-	-
Capital Purchases	847,418	1,488,455	1,445,375	1,888,455
Insurance Premiums and Losses	1,503,692	1,602,257	1,602,257	1,452,257
Other Non-Operational Expenditures	1,416,554	1,425,810	1,425,810	1,416,026
Operating Transfers	34,190,329	34,231,523	34,231,523	29,651,878
Intrafund Transfers Out	11,273,733	-	222,392	-
Purchase of Gas & Water	48,433,111	31,489,863	31,489,863	31,489,863
Depreciation and Non Cash Expenditures	-	-	-	-
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Total Expenditures	292,720,341	233,831,812	244,508,530	233,769,928
Personnel (Full-time Equivalents)	233.39	236.39	236.39	240.39

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director of Energy Resources	1.00	1.00	1.00	217,636	221,990
Accountant III	2.00	2.00	2.00	157,938	163,525
Accounting Clerk III	2.00	2.00	-	104,488	-
Accounting Technician	0.50	0.50	2.50	24,496	139,782
Administrative Analyst III	3.00	3.00	3.00	275,861	267,009
Administrative Officer	1.00	1.00	1.00	114,658	116,951
Assistant Administrative Analyst II	2.00	2.00	3.00	125,334	201,234
Chief Construction Inspector	-	1.00	1.00	102,348	102,359
Clerk Typist III	3.00	2.00	2.00	94,217	93,972
Construction Inspector I	2.00	2.00	2.00	178,540	176,063
Construction Inspector II	7.00	7.00	7.00	651,745	691,310
Corrosion Control Supervisor	-	-	1.00	-	94,409
Customer Service Representative III	25.00	25.00	25.00	1,301,857	1,297,185
Customer Service Representative II-NC	3.67	3.67	3.67	153,163	153,146
Customer Services Officer	1.00	1.00	1.00	90,882	97,244
Customer Services Supervisor II	4.00	4.00	4.00	277,643	288,008
Customer Services Supervisor III	1.00	1.00	-	78,241	-
Department Safety Officer	1.00	1.00	1.00	97,380	110,046
Division Engineer-Oil Properties	3.00	3.00	3.00	496,685	496,685
Electrician	1.00	1.00	1.00	68,140	72,283
Energy Services Officer	1.00	1.00	1.00	119,436	119,436
Engineering Technician I	2.00	2.00	2.00	118,961	119,867
Engineering Technician II	4.00	4.00	4.00	274,176	286,305
Executive Assistant	1.00	1.00	1.00	67,087	67,087
Financial Services Officer	1.00	1.00	1.00	113,723	118,049
Gas Construction Worker II	22.00	25.00	24.00	1,396,818	1,411,795
Gas Construction Worker III	3.00	3.00	3.00	200,329	205,486
Gas Distribution Supervisor I	6.00	7.00	7.00	586,122	577,450
Gas Distribution Supervisor II	2.00	2.00	2.00	188,917	188,917
Gas Field Service Representative I - NC	3.22	3.22	3.22	131,773	139,770
Gas Field Service Representative II	35.00	35.00	34.00	2,034,582	2,117,279
Gas Field Service Representative III	13.00	12.00	13.00	785,882	926,075

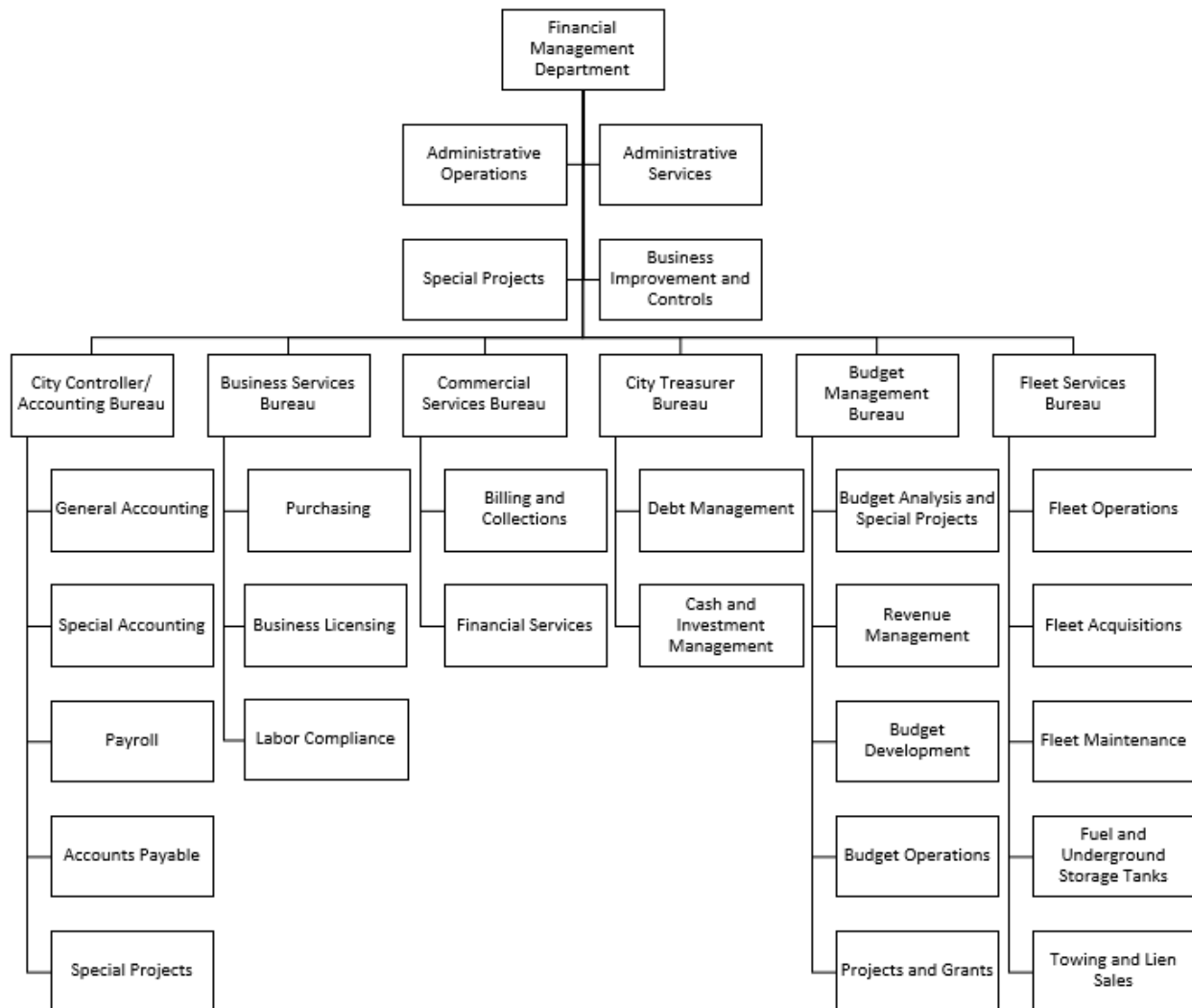
Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Gas Field Technician I	3.00	3.00	5.00	222,058	340,263
Gas Field Technician II	4.00	4.00	4.00	302,178	318,932
Gas Field Technician III	3.00	3.00	3.00	232,477	227,024
Gas Maintenance Supervisor I	8.00	8.00	8.00	696,618	687,463
Gas Maintenance Supervisor II	3.00	2.00	2.00	175,754	193,845
Gas Pipeline Compliance Officer	1.00	1.00	1.00	111,774	111,821
Gas Pipeline Welder/Layout Fitter	5.00	5.00	5.00	397,167	412,544
General Maintenance Supervisor II	1.00	1.00	1.00	71,271	71,271
Geologist II	2.00	1.00	1.00	157,146	157,146
Maintenance Assistant I	1.00	1.00	1.00	40,084	43,159
Maintenance Assistant II	1.00	1.00	1.00	44,199	47,589
Manager-Business Operations	1.00	1.00	1.00	138,015	138,015
Manager-Electric Generation	1.00	1.00	1.00	165,104	176,662
Manager-Engineering and Construction	1.00	1.00	1.00	153,194	153,194
Manager-Gas Services	1.00	1.00	1.00	130,506	137,163
Manager-Maintenance Operations	-	-	1.00	-	137,597
Manager-Oil Operations	1.00	1.00	1.00	183,610	183,610
Manager-Pipeline Construction	-	1.00	-	130,000	-
Mechanical Engineer	2.00	1.00	1.00	103,993	110,601
Mechanical Engineering Associate	2.00	2.00	2.00	186,696	180,259
Payroll/Personnel Assistant II	1.00	1.00	1.00	51,546	51,546
Payroll/Personnel Assistant III	1.00	1.00	1.00	56,800	56,800
Petroleum Engineer I	1.00	1.00	1.00	129,435	136,236
Petroleum Engineer II	3.00	3.00	3.00	442,516	442,516
Petroleum Engineering Associate II	1.00	1.00	1.00	107,139	112,690
Petroleum Operations Coordinator I	5.00	3.00	3.00	340,462	391,844
Petroleum Operations Coordinator II	-	2.00	2.00	269,754	286,155
Principal Construction Inspector	1.00	1.00	1.00	110,831	111,249
Secretary	5.00	6.00	6.00	327,108	331,230
Senior Accountant	2.00	2.00	2.00	189,958	193,010
Senior Engineering Technician I	1.00	1.00	1.00	90,668	78,369
Senior Equipment Operator	5.00	5.00	5.00	341,652	386,067
Senior Mechanical Engineer	1.00	2.00	2.00	254,914	236,338

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Senior Surveyor	1.00	1.00	1.00	87,645	107,240
SERRF Operations Officer	1.00	1.00	1.00	118,661	126,967
Special Projects Officer	-	-	1.00	-	96,510
Stock & Receiving Clerk	1.00	1.00	1.00	42,241	37,035
Storekeeper I	1.00	1.00	1.00	46,845	51,497
Storekeeper II	1.00	1.00	1.00	50,236	53,319
Superintendent of Training	-	-	1.00	-	96,510
Superintendent-Engineering	1.00	1.00	1.00	147,960	147,060
Superintendent-Operations	1.00	1.00	1.00	107,144	114,644
Superintendent-Pipeline Const and Maint	1.00	1.00	1.00	96,505	115,047
Supervisor-Stores and Property	1.00	1.00	1.00	65,762	67,715
Subtotal Salaries	233.39	236.39	240.39	17,746,686	18,716,467
Overtime	-	-	-	360,884	360,884
Fringe Benefits	-	-	-	10,438,376	11,124,190
Administrative Overhead	-	-	-	379,332	403,360
Attrition/Salary Savings	-	-	-	(1,734,157)	(1,734,157)
Expenditure Transfer	-	-	-	609,637	609,637
Total	233.39	236.39	240.39	27,800,757	29,480,381

Financial Management



John Gross, Director of Financial Management

Sandy Tsang-Palmer, Deputy Finance Director

Grace H. Yoon, Manager, Budget Management Bureau

Ruby Carrillo-Quincey, City Controller

David Nakamoto, City Treasurer

Amanda Hall, Manager, Commercial Services Bureau

Tara Mortensen, Manager, Business Services Bureau

Dan Berlenbach, Manager, Fleet Services Bureau

Department Overview

Mission:

To help maintain a financially strong City and to provide state-of-the-art fleet and towing systems, and excellent service to external and internal customers, city management, and elected officials.

Core Services:

- Accounting, Financial Reporting, Grants and Controls
 - Accounting, financial reporting, and grants oversight
 - Payroll management
 - Accounts payable
 - Financial controls
- Financial and Budget Planning and Management
 - CFO functions and administrative support
 - Budget analysis, development and management
- Billing and Collections
 - Billing and collections services
- Cash and Debt Management
 - Central cashiering
 - Debt management
 - Cash and investment management
- Procurement Management
 - Procurement services
 - Labor compliance
- Business Licensing Management
 - Business licensing and tax collection
 - Cannabis licensing and enforcement
- Fleet Management
 - Fleet operations and acquisitions
 - Towing and lien sales

For FY 21, the Financial Management Department's primary focus will be:

1. Implementation of new budget process for FY 22 addressing a request from the Mayor and City Council and earlier community engagement
2. Design, configuration and implementation of Phase II (HR/Payroll/Budget) of the LB COAST ERP system replacement project.
3. Continued stabilization of Munis Phase I, the new financial ERP system, which was implemented in April 2019. Emphasis will be on developing better reporting, adjusting accounting procedures, and ensuring compliance with new processes
4. Assisting with COVID-19 pandemic efforts and associated grants
5. Developing potential solutions to the City's financial needs, both immediate and long-term, and looking for cost savings and efficiencies.
6. Maintaining one of the nation's best fleet maintenance and acquisitions program

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Purchasing - Percentage of dollars spent with Long Beach businesses	23%	30%	23%	23%

The City of Long Beach, through its Purchasing Division, conducts various outreach activities to local businesses to increase their participation in City procurements. These efforts include weekly updates to 35 local, neighborhood, minority and women-owned, and other business groups to communicate open bid opportunities, assisting businesses to register on the City's electronic bidder's database to download bid specifications, and attending local trade shows and industry fairs. The FY 21 projection reflects the Division's commitment to continue to strengthen outreach to local businesses in order to continue to grow their participation and success in our procurements. Dollars spent with Long Beach businesses also include support to DLBA, Convention and Visitor's Bureau, the Convention Center, Queen Mary, etc.

Key Measures	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Fleet Services – Percentage of preventive maintenance services for City vehicles completed on-time	New Measure	75%	91%	90%
Fleet Services – Average response time for light duty vehicle tows	23.2 minutes	20 minutes	20 minutes	20 minutes
Fleet Services - Percentage of alternative fueled vehicles in the Fleet	42%	43%	45.8%	46%

The Fleet Services Bureau strives to perform services consistent with industry standards and best practices. On-time Preventive Maintenance is vital to keep the City's fleet safe and economical to operate. Percentages continue to trend upward, driven by interdepartmental cooperation and Fleet's efforts to maximize efficiency. Average towing response time tracks staffs service in support of towing requests. Finally, as part of the City's effort to improve air quality and reduce emissions, older vehicles are replaced with cleaner, alternative fuel units whenever feasible. As new alternative fuel vehicles are available on the market, the percentage in the fleet is projected to keep rising.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Commercial Services - Percentage of ambulance fees collected within the first eighteen months	54%	55%	62%	57%

In FY 19, the Commercial Services Bureau collected an average of 54 percent of Advanced Life Support (ALS), Basic Life Support (BLS) ambulance transport fees, and non-transport fees within the first eighteen months from dates of service in early 2017 and early 2018. Collection rates for ambulance bills are relatively low throughout the industry; however, the rate has improved since collections were brought in-house. While the majority of the revenue is collected within the first eighteen months after date of ambulance service, unpaid accounts continue to be pursued for up to three years and as many as ten years with a small claims judgment. The City's final collection rate continues to be a focus.

FY 20 Accomplishments

Controller's Office / Accounting Bureau

- Developed and validated new financial reports to meet a wide variety of needs of City Departments for reporting and analysis.
- Continually evaluate and implement business processes and controls in conformance with the capabilities of the new financial system.
- Provide support in the configuration and development of the HR/Payroll systems of the LB COAST project.
- Completed the FY 19 Comprehensive Annual Financial Report (CAFR) with a clean opinion.
- Received the Government Finance Officers' Association's Certificate of Achievement for Excellence in Financial Reporting for the City's FY 18 Comprehensive Annual Financial Report (CAFR).

Budget Management Bureau

- Developed, executed, and supported a unique budget process during an extremely unique budget year with unprecedented set of challenges, including the diversion of a number of Budget Office staff and resources to the pandemic response.
- Created and implemented a modified budget process including a modified proposed budget book document that required new reports and methodology during a highly truncated time period.
- Developed strategy with the City Manager's Department to generate mid-year savings to help mitigate the projected General Fund shortfall, including the implementation of mid-year savings targets, hiring freeze process, and a review of one-time appropriation recommended to be cancelled.
- Enhanced citizen engagement of the City's budget through the creation of a budget simulator, and the use of a budget priority survey and community budget presentations.
- Provided in-depth financial analysis to support labor negotiations with all unions.
- Special analysis on various citywide issues and priorities such as the Measure M litigation, funding and implications for elections and ballot measures, and fiscal impacts of Police and Fire academies.
- Provided financial analysis and support for the Budget Oversight, Economic Development and Finance and Transaction & Use Tax Citizens' Advisory Committees.
- Provided significant staff and program support for various components of the LB COAST development and implementation process.
- Staffed and led an EOC-Finance team that developed federal emergency grant processes, translated requirements for City staff, and created/revised processes to address federal requirements
- Synthesized and developed multiple reports to document and inform on the impact of the pandemic on City's pandemic related expenditures and forecasting of grant offsets.
- Led efforts towards revenue maximization with the kickoff of the Citywide Fee study.

Commercial Services Bureau

- Utilized the State Franchise Tax Board Intercept Program to recover unpaid utility bills, ambulance transport charges, parking citations, business license fees, and other bad debts.
- Expanded customer service options, both online and over the phone, to provide continuity of service in response to the COVID-19 pandemic for Parking Citation related services with the goal of providing accessibility to appeals, Administrative Hearings, and expanded payment options.

Treasury Management Bureau

- Issued \$130.7 million in Harbor refunding revenue bonds to refund the Harbor Revenue Bonds series 2010 A&B resulting in interest savings of \$22.6 million.
- Issued \$145 million in Harbor Short-term Revenue Notes to reimburse the Harbor Department for costs related to the Gerald Desmond bridge.
- Issued \$2.5 million capital leases for Civic Center technology.
- Conducted 2 TEFRA hearings to facilitate the financing of 249 affordable housing units.

FY 20 Accomplishments

Business Services Bureau

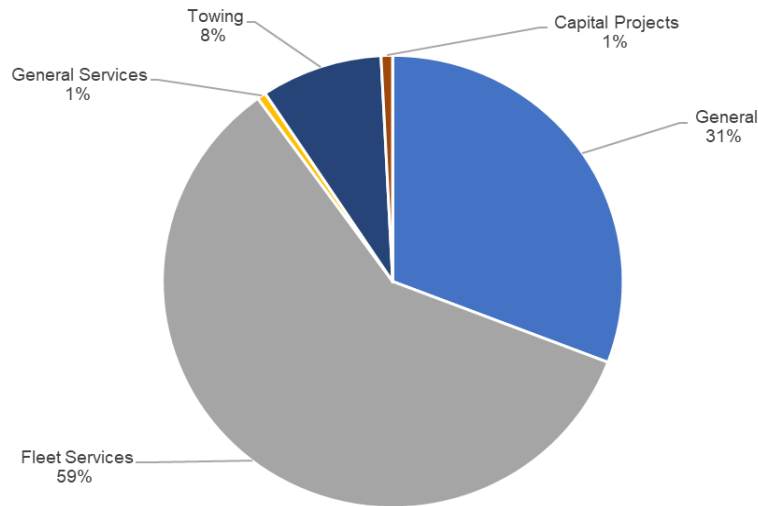
- In response to the COVID-19 Pandemic, the Purchasing Division diverted resources and personnel to support EOC operations during the City's initial response, developing structured PPE and supply ordering and fulfillment processes while adhering to sound procurement practices in the face of the emergency.
- Processed 4,390 Business License Applications, 4 new Entertainment Permits, 422 One-Time Permits, and 596 Alarm Permits.
- Processed 105 Medical and Adult-Use Cannabis Business License applications, which include 14 dispensary licenses, 22 manufacturing licenses, 38 distribution licenses, 2 lab testing licenses, and 29 cultivation licenses.
- Continued the implementation of the Small Business Enterprise Program. As of October, 2020, there were 6,130 Certified Small Business Enterprises, an increase of 694, or 12.8. percent, from FY 19.
- As of October 2020, the Labor Compliance Division tracked 246 projects in order to comply with various federal, state and local regulations.

Fleet Services Bureau

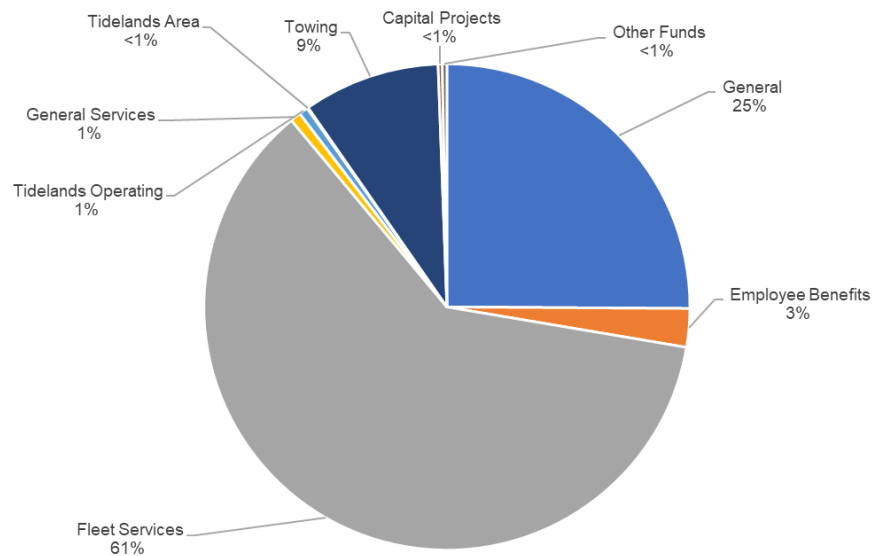
- Government Fleet magazine announced the City of Long Beach Fleet Services was recognized as the 3rd best fleet in the 2020 Nationwide Leading Fleet competition.
- Certified as a Ford Motor Company warranty repair center saving customers more than \$225,000.
- Achieved 92 percent on-time preventive maintenance on all City vehicles and equipment.
- Sustained operations at exceptional levels during the COVID-19 pandemic as our front-line workers quickly adapted to maintain the City fleet while ensuring personal and operational safety.
- Placed 214 vehicles into service including 58 CNG, 5 hybrids and 65 electric vehicles (EVs), purchased through the Climate Mayors EV Purchasing Collaborative.
- Collaborated to install over 50 charging stations at City facilities including Public Works, ECOC and the Police Academy; worked with vendors to enable City vehicles to access public chargers.
- Completed the installation of Geotab telematics on 681 City vehicles, hosted interface user training for over 120 separate City users.
- Initiated a trial operations and performance test of 10 Police Hybrid Interceptor patrol vehicles; another 46 plug-in hybrid Escapes on order, which will be placed into service in the near future.
- Continued upgrade of refuse, street sweeping, and towing operations to cleaner burning CNG-powered vehicles including 11 new street sweepers, reducing fuel costs and the City's carbon footprint.
- Successfully applied for and received over \$1.1m in clean air grant funding, facilitating the purchase of 12 new fire trucks.
- Implemented new Damage Claim and Recovery program, yielding over \$67k in funds recovered, passed on to City departments as savings.
- Successfully closed two of the five ground water remediation cases. Fire Stations 10 and 11 received case closure letters from the Los Angeles Regional Water Quality Control Board (LARWQCB).
- Coordinated the creation of work plans approved by Los Angeles County Department of Public Health for monitoring, remediation and landfill gas control for Davenport Park.
- Fleet continued to emphasize use of renewable fuels, projected to make up 54 percent of the City's overall fuel usage in 2020.
- Reduced average towing response times below 20 minutes in FY 20
- Safely and successfully resumed public auctions of impounded vehicles while adhering to City and State public health safety guidelines during the COVID-19 pandemic.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	24,727,043	18,368,814	6,358,229
Employee Benefits	-	1,870,513	(1,870,513)
Fleet Services	47,526,452	44,846,238	2,680,214
General Services	502,814	512,842	(10,028)
Tidelands Operating	-	436,453	(436,453)
Tidelands Area	-	58,674	(58,674)
Towing	6,845,982	6,660,364	185,618
Capital Projects	653,500	200,000	453,500
Other Funds	-	224,937	(224,937)
Total	80,255,791	73,178,834	7,076,957

Summary of Changes*

GENERAL FUND GROUP	Impact	Positions
Downgrade Budget Management Officer to Financial Management Analyst II in Budget Management Bureau to align with current staffing actuals; may impact staffing capacity and responsiveness for special citywide projects and analysis. Position is funded across the General Fund and the Employee Benefits Fund.	(42,483)	(0.08)
Eliminate 1.76 Customer Service Representative positions and 0.5 Customer Service Representative-NC position in the Commercial Services Bureau to reflect efficiencies generated as a result of streamlining collection processes.	(159,088)	(2.26)
Eliminate 2 Accounting Technician positions and an Accounting Clerk III position in the Accounting Bureau due to efficiencies realized from the new ERP (Munis) system.	(241,422)	(3.00)
Eliminate a vacant Customer Services Representative-NC position in the Business License Division that answered the phones and staffed the permit center. Position was recently vacated and work will be redistributed to remaining staff.	(32,022)	(0.75)
Eliminate a vacant Payroll Personnel Assistant II position in the Administrative Services Division by consolidating its duties with a different position working in the Division.	(85,485)	(1.00)
Eliminate an Accounting Operations Officer in the Accounts Payable Division Bureau due to efficiencies realized from the new ERP (Munis) system. Position is funded across the General Fund and the General Services Fund.	(41,440)	(0.23)
Eliminate one License Inspector I position along with a vehicle in the Business License Division, which will impact proactive enforcement activities. Non-revenue related work will be reassigned to remaining staff within the division to minimize revenue loss.	(106,060)	(1.00)
Reduce budget for consulting services to assist with better investment and debt management.	(25,000)	-
Reduce budget for postage and various materials and supplies to reflect efficiencies implemented in the Commercial Services Bureau.	(92,156)	-
Increase revenue to reflect savings received from procurement contract incentives.	(150,000)	-
Recognize savings in the General Fund from the FY 21 Fleet MOU due to reductions and efficiencies in Fleet Operations realized by operating a newer fleet of vehicles.	(364,597)	-
Reallocate various position budgets from the General Services Fund and Tidelands Operating Fund to the General Fund to align with actual operations.	68,183	0.38

Summary of Changes*

GENERAL FUND GROUP	Impact	Positions
Add a Grants Special Projects Officer in the Accounting Bureau to provide oversight and controls with regard to accounting for and general reporting for projects and grants. Responsibilities will include the accounting structure for city-wide project and grants, oversight of city-wide revenue allocation for projects and grants, coordination and management of the city-wide single audit process, coordination of audit and grant corrective action plans, and accounting and reimbursement processes for emergencies.	41,440	0.23
Add an Administrative Analyst III to the Accounting Bureau to support the Grants Officer and take responsibility for being current on regulations, designing procedures for relief and recovery, training, documentation, coordination with EOC/IMT staff, and maintaining coordination between departments and the Accounting Bureau.	124,826	1.00
Upgrade a Senior Accountant to an Accounting Operations Officer in the General Accounting Division to better align with new duties required by the new ERP (Munis) system.	17,954	-
Upgrade an Accountant III and reclassify an Administrative Analyst III to Senior Accountant positions in the Accounting and Treasury Bureaus to align the duties to match the higher level of work.	6,640	-

EMPLOYEE BENEFITS FUND	Impact	Positions
Downgrade Budget Management Officer to Financial Management Analyst II in Budget Management Bureau. Position is funded across the General Fund and the Employee Benefits Fund. (Financial Management)	(15,521)	0.08

FLEET SERVICES FUND GROUP	Impact	Positions
Eliminate one Equipment Mechanic I in the Maintenance Division due to lower labor needs as a result of maintaining a new, more modern fleet.	(115,947)	(1.00)
Eliminate one Garage Service Attendant II in the Maintenance Division due to lower labor needs as a result of maintaining a new, more modern fleet.	(88,686)	(1.00)

Summary of Changes*

FLEET SERVICES FUND GROUP	Impact	Positions
Reclassification of positions in Fleet Services Bureau to match the operational needs of servicing a more modern fleet.	(94,155)	-
Reduce Diesel and Unleaded Fuel budget due to lower than anticipated fuel prices.	(308,873)	-

GENERAL SERVICES FUND GROUP	Impact	Positions
Add a Grants Special Projects Officer in the Accounting Bureau to provide oversight and controls with regard to accounting for and general reporting for projects and grants. Responsibilities will include the accounting structure for city-wide project and grants, oversight of city-wide revenue allocation for projects and grants, coordination and management of the city-wide single audit process, coordination of audit and grant corrective action plans, and accounting and reimbursement processes for emergencies.	138,735	0.77
Eliminate an Accounting Operations Officer in the Accounts Payable Division due to efficiencies realized from the new ERP (Munis) system. Position is funded across the General Fund and the General Services Fund.	(138,735)	(0.77)
Reallocate position budget and funding from General Services Fund to the General Fund to align with actual operations.	(11,900)	(0.12)

TIDELANDS OPERATIONS FUND GROUP	Impact	Positions
Reallocate position budget and funding from the General Fund to Tidelands Operating Fund to align with actual operations	(56,283)	(0.26)

TOWING FUND GROUP	Impact	Positions
Increase budget by \$204,000 for overhead increases and to reflect current contracted towing costs, offset by an increase in towing fees.	-	-

*For ease of review, reallocations of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Administration

Key Services:

1. CFO Functions and Administrative Services

- CFO functions including financial planning, financial strategies and solutions
- Compensation/benefit management
- Disability/leave coordination
- Performance and conduct management
- Workplace investigations
- Development of job descriptions
- Position control and reporting
- Recruitment and selection support
- Worker's Compensation management
- Safety compliance and inspections
- Quality control oversight of department documents and Council letters
- Response and coordination of Public Records Act and subpoena requests
- Interdepartmental communications Measure A administration, reporting and communication
- Department budget development and management
 - Resource analysis
 - Budget proposal development
 - Monitoring of actual expense/revenue

Administration	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	265	328,686	-
Expenditures	152,973	1,056,446	853,743
FTEs	6.50	13.51	11.50

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Accounting Bureau

Key Services:

1. Accounting, Financial Reporting and Grants

- Review financial records/transactions
- Annual audits management, response and reporting
- Procedural/system control enhancement
- CAFR report preparation and other State and on-demand regulatory reports
- GASB and other authoritative standard interpretation and implementation
- General Citywide training and department audit consulting
- FM accounting staff development
- Grants and CIP accounting and billings
- Oil and Oil Production
- Indirect Cost Plan

- Tidelands and Successor Agency
- Single and Program Audits
- Emergency management accounting

2. Payroll Management

- Payroll processing
- Implementation of regulatory changes
- System updates and maintenance
- CalPers/Federal/State reporting
- Benefits rate monitoring/development
- Employee withholding processing

3. Accounts Payable

- 1099 generation and reporting
- Payment processing review
- Sales and use tax reporting
- Document management
- W-9 verification and tracking

Accounting	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	875	-	502,814
Expenditures	5,356,518	5,307,878	4,863,280
FTEs	30.49	29.49	28.50

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Budget Management Bureau

Key Services:

1. Current Year Budget Management

- Budget adjustments
- Quarterly performance reports
- Debt allocation
- Preparation of year-end estimates
- Department monitoring

2. Budget Development

- Base budget preparation
- Review of department proposals
- Publication of community and budget books
- Forecasting of revenues
- Target and guidelines development
- Management of budget timeline/process
- Budget meetings

3. Departmental Budget Assistance

- Review of personnel requisitions
- Training and assistance for department budget staff

- Council letter review

4. Long Range Financial Forecasting and Planning

- Long-term forecasting
- Financial plan development
- Fiscal capacity analysis
- Financial policy monitoring

5. Special Analyses

- Exec management projects and reports
- Council requests
- Public records requests
- Labor negotiation analysis

6. Revenue Maintenance and Maximization

- Contract administration
- Sales/Transactions & Use tax monitoring
- Rebates processing
- Shared revenue agreement administration
- Fee updates and management

Budget Management	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	-	-
Expenditures	2,565,463	2,501,378	2,537,832
FTEs	14.00	13.00	13.00

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Commercial Services Bureau

Key Services:

1. Billing and Collection Services

- Centralized bill generation and dispute resolution
- Payment and refund processing
- Collect and research billing information
- Collection of unpaid City accounts
- Issue and monitor payment plans
- In-person customer service
- Parking services
 - Receive/process citations from field staff
 - Research necessary billing information
 - In-person customer service
 - Disputed citation review and resolution
 - Payment and refund processing
 - Collection of unpaid parking citations

- Remit revenues to issuing agencies
- Preferential Parking administration
- Provide parking services for other agencies

- Utility customer service
 - In-person customer service
 - Bill dispute resolution
 - Payment and refund processing
 - Collection of unpaid City accounts

2. Central Cashiering

- In-person customer service
- Process mail and perform research
- Accept and verify deposits from City departments
- Secure money
- Reconcile with City financial systems
- Administer/monitor credit card processor and retail pay station contract

Commercial Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	6,988,653	8,807,446	8,555,664
Expenditures	6,995,695	7,185,712	6,612,286
FTEs	41.79	41.79	39.53

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City Treasurer Bureau

Key Services:

1. Cash and Investment Management

- Liquidity management and assurance
- Invest City pooled funds and segregated bond proceeds
- Credit card payment receipt
- Manage investment advisor relationship
- Manage Investment Advisory Committee
- Process UUT & franchise revenue receipts from utilities
- UUT waiver requests and Senior/Disabled Refund Program
- Administer 457 and PARS plans

2. Debt Management

- Issuance of debt obligations
- Legal debt compliance
- Debt service payments
- Bond draws
- Debt related matters pertaining to assessment/community facility districts
- Conduit debt and reporting
- Finance rating agency/investor relations
- Continuing disclosure reporting
- Oversee capital lease program

City Treasurer	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	2,647,886	2,455,395	2,491,379
Expenditures	1,679,868	2,429,660	2,479,379
FTEs	8.00	8.00	8.00

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Business Services Bureau

Key Services:

1. Procurement Services

- Method determination and compliance
- Bid/RFP package development and posting
- Solicitation of bid/RFP responses through award
- Purchasing card administration
- Online bidding system management
- Citywide training on procurement processes and contract compliance

2. Labor Compliance

- Minimum wage education and outreach

- Prevailing wage determination and verification

- HUD Section 3, DBE, SBE and PLA

3. Business Licensing and Tax Collection

- Business license, tax collection, BID and TOT Administration
- Field inspections, enforcement revocations and application denials

4. Cannabis Licensing and Enforcement

- Administration, issuance, revocation and application denial
- Field inspections and enforcement

Business Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	14,447,688	13,138,853	13,680,000
Expenditures	3,702,255	4,570,545	4,128,254
FTEs	28.00	27.00	26.00

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Fleet Services Bureau

Key Services:

1. Fleet Operations and Acquisitions

- Replacement fund management
- Selection of replacement vehicles
- Vehicle outfitting, assignments and disposal
- Fleet sustainability strategy and procurement coordination
- Administration, budget, procurement and contract management
- Facility management, security and repair
- Fleet performance analysis
- Supplies and equipment management
- Fleet maintenance and repair
 - Preventive and scheduled maintenance

- Auto body Repair
- Fuel and fuel storage management
 - Underground storage facility monitoring and site remediation
 - Fuel purchase, control, dispensing, and system management
 - Regulatory compliance and reporting

2. Towing and Lien Sales

- Dispatch of tow / maintenance service
- Vehicle towing and roadside service
- Vehicle and property auctions
- Counter, phone and payment services
- Lot service – customer escort, jump starts, Police assistance

Fleet Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	53,453,083	52,745,717	55,025,934
Expenditures	49,999,422	60,756,448	51,706,602
FTEs	120.50	122.50	120.50

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*Adjusted Budget as of August 31, 2020

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Financial Controls Bureau

Key Services:

1. Controls Operations and Technical Services

- Review and evaluate process and control weaknesses
- Facilitate development and implementation of solutions
- Reports, presentations on findings/recommendations
- Apply technology solutions to improve business processes
- Assess training needs
- Develop materials and training implementation plan
- Track audit findings and recommendations
- Support department implementation
- Facilitate department meetings
- Financial Systems Management (current)
 - LB COAST implementation
 - New system evaluation, integration and project consultation
 - Change management assistance
 - Management of financial systems and interfaces with ancillary systems
 - System security, validation, trouble shooting, training and help desk
 - Technology integration and ancillary systems data reporting enhancements

Financial Controls	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	720,720	-	-
Expenditures	1,192,920	-	-
FTEs	10.01	0.00	0.00

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In FY 20 this Bureau was discontinued from the Financial Management Department with most of its functions transferring to the Technology and Innovation Department.

Financial Summary by Category

Citywide activities are managed by the Financial Management Department. This summary includes the following activities: "XC" Citywide contains certain citywide revenues, transfers and expenditures that are not linked to a specific operating department. Citywide receipt of property taxes and citywide payments for Pension Obligation Bonds are examples. "XI" contains interfund transfers for the indirect cost allocation plan that provides additional revenue to the General Fund for citywide overhead charged to non-General Fund sources. "XJ" Joint Powers Authority contains expenditures for City-involved joint power activities.

The second Financial Summary by Category page strictly includes the Financial Management Department's operating budget.

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	176,719,486	178,483,504	178,483,504	189,843,214
Sales and Use Taxes	136,161,043	124,401,154	124,401,154	129,427,338
Other Taxes	26,889,450	29,936,115	29,995,142	22,666,595
Utility Users Tax	34,897,648	35,971,466	35,971,466	34,904,863
Franchise Fees	22,496,736	21,211,234	21,211,234	20,934,177
Licenses, Permits and Fees	4,684,986	4,000,000	4,000,000	7,985,050
Fines and Forfeitures	-	-	-	-
Use of Money & Property	26,675,689	10,572,251	10,575,351	11,046,631
Revenue from Other Agencies	29,098,230	33,696,368	33,696,368	29,424,770
Charges for Services	17,225,419	42,968,391	42,968,391	42,968,391
Other Revenues	13,272,608	1,087,122	(4,448,572)	1,371,295
Intrafund Services	(71,122,821)	1,457,945	1,457,945	900,000
Intrafund Transfers	17,103,915	-	-	-
Interfund Services	330,965,791	395,942,377	395,942,377	416,978,365
Interfund Transfers	82,192,753	67,242,485	67,242,485	59,961,470
Other Financing Sources	-	-	-	-
Total Revenues	847,260,932	946,970,412	941,496,844	968,412,159
Expenditures:				
Salaries and Wages	64,345,988	64,300,741	64,040,539	53,534,662
Employee Benefits	228,116,527	252,790,992	252,840,992	269,672,660
Overtime	13,688	-	-	-
Materials, Supplies and Services	(4,329,710)	13,069,899	49,831,786	16,898,940
Interfund Support	13,480,351	28,543,209	28,612,841	29,491,912
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	47,561,835	26,080,608	26,080,608	29,562,895
Other Non-Operational Expenditures	106,501,330	76,394,424	76,394,424	82,195,213
Operating Transfers	67,632,086	53,147,266	59,496,409	53,934,277
Intrafund Transfers Out	6,480,182	-	(1,515,694)	-
Purchase of Gas & Water	(27,824,513)	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	501,977,763	514,327,139	555,781,905	535,290,559
Personnel (Full-time Equivalents)	0.00	0.00	0.00	0.00

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**Adjusted Budget as of August 31, 2020

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Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	13,854,932	12,774,853	12,774,853	13,143,000
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	480,520	342,000	342,000	365,000
Fines and Forfeitures	(38,781)	379,784	379,784	354,002
Use of Money & Property	1,611,511	1,549,518	1,549,518	1,798,682
Revenue from Other Agencies	180,000	653,500	653,500	653,500
Charges for Services	9,444,107	9,901,924	9,901,924	10,816,065
Other Revenues	4,376,394	3,529,937	3,529,937	3,521,652
Intrafund Services	1,950,017	1,756,385	1,756,385	2,406,168
Intrafund Transfers	-	-	-	-
Interfund Services	46,091,156	46,000,043	46,160,043	47,019,571
Interfund Transfers	309,314	428,152	428,152	178,152
Other Financing Sources	-	-	-	-
	-----	-----	-----	-----
Total Revenues	78,259,170	77,316,096	77,476,096	80,255,791
Expenditures:				
Salaries and Wages	17,278,113	17,526,029	17,671,195	17,468,173
Employee Benefits	10,327,051	11,344,522	11,418,268	11,501,438
Overtime	1,317,007	663,934	663,138	651,931
Materials, Supplies and Services	18,752,157	18,700,047	21,593,830	17,981,746
Interfund Support	4,860,144	5,527,618	5,521,356	6,013,949
Intrafund Support	-	-	-	-
Capital Purchases	14,349,265	15,955,800	20,737,535	15,705,800
Insurance Premiums and Losses	27,160	-	-	-
Other Non-Operational Expenditures	2,906,756	2,318,382	4,679,245	2,334,839
Operating Transfers	1,349,868	1,000,000	1,000,000	1,000,000
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	477,593	523,500	523,500	523,500
Depreciation and Non Cash Expenditures	-	-	-	-
	-----	-----	-----	-----
Total Expenditures	71,645,114	73,559,831	83,808,067	73,181,375
Personnel (Full-time Equivalents)	259.29	255.29	255.29	247.03

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**Adjusted Budget as of August 31, 2020

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Personnel Summary

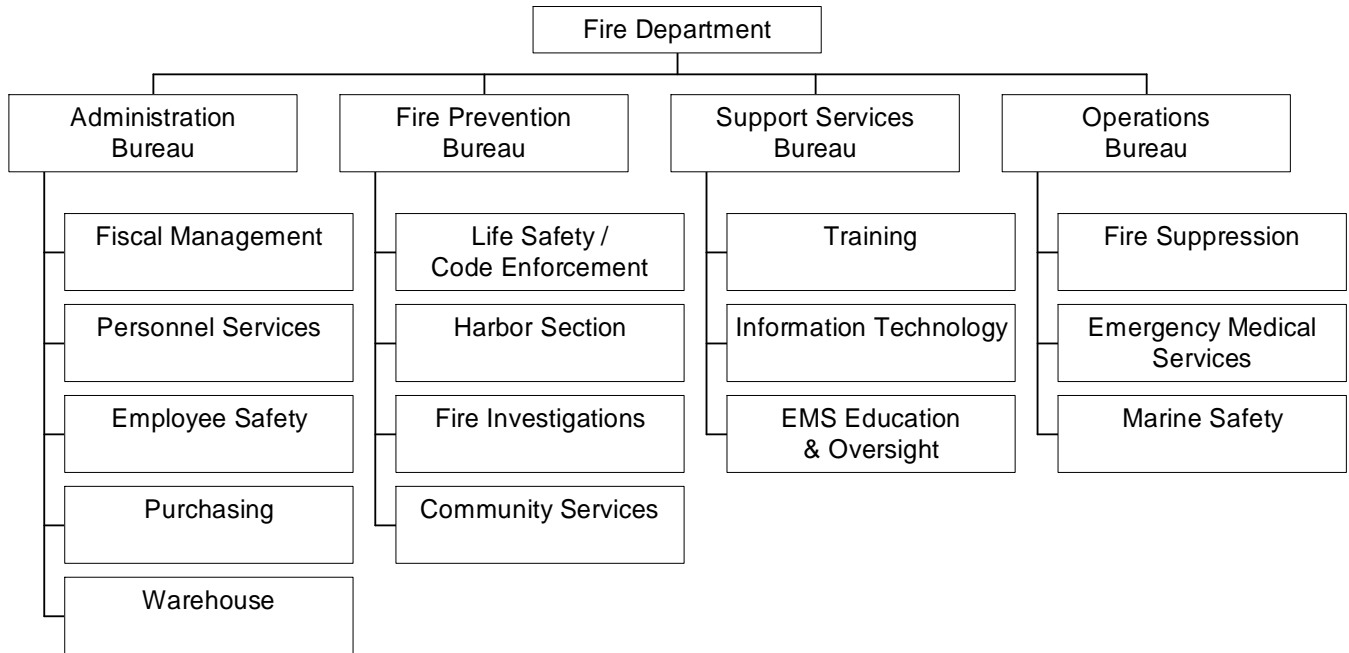
Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director of Financial Management	1.00	1.00	1.00	225,464	225,464
Accountant III	9.00	9.00	8.00	743,912	648,281
Accounting Clerk I	-	-	1.00	-	41,898
Accounting Clerk III	3.00	3.00	2.00	154,428	105,505
Accounting Operations Officer	1.00	1.00	1.00	116,277	108,044
Accounting Technician	9.00	9.00	7.00	506,192	402,947
Administrative Aide I	1.00	1.00	2.00	47,487	101,120
Administrative Analyst II	3.00	2.00	2.00	151,320	151,665
Administrative Analyst III	6.00	7.00	8.00	623,014	701,872
Administrative Intern - NC	0.50	0.50	0.50	22,152	22,149
Administrative Officer	1.00	1.00	1.00	121,027	121,027
Assistant Administrative Analyst I	2.00	2.00	2.00	107,653	104,956
Assistant Administrative Analyst II	4.00	5.00	5.00	347,393	322,998
Assistant City Controller	2.00	2.00	2.00	266,642	266,642
Budget Analysis Officer	1.00	1.00	1.00	122,808	122,808
Budget Management Officer	2.00	2.00	1.00	256,129	122,808
Business Services Officer	1.00	1.00	1.00	109,749	109,749
Business Systems Specialist III	1.00	-	-	-	-
Business Systems Specialist IV	1.00	-	-	-	-
Business Systems Specialist VI - Confidential	1.00	-	-	-	-
Buyer I	3.00	3.00	3.00	196,177	192,710
Buyer II	3.00	3.00	3.00	243,362	243,099
City Controller	1.00	1.00	1.00	150,687	150,687
City Treasurer	1.00	1.00	1.00	165,693	165,693
Clerk Typist III	6.00	6.00	5.00	299,398	254,293
Controls Operations Officer	1.00	1.00	1.00	119,695	127,552
Cust Service Representative II	11.76	7.76	7.00	341,238	327,343
Cust Service Representative II-NC	1.03	1.03	0.53	45,864	22,919
Customer Service Representative III	28.00	32.00	31.00	1,692,526	1,635,121
Customer Services Officer	1.00	1.00	1.00	86,111	92,853
Customer Services Supervisor I	2.00	-	-	-	-
Customer Services Supervisor II	2.00	4.00	4.00	272,090	276,699
Deputy Director of Financial Management	1.00	1.00	1.00	186,158	177,311
Equipment Mechanic I	16.00	16.00	14.00	1,039,658	970,537
Equipment Mechanic II	20.00	21.00	20.00	1,433,118	1,472,711
Financial Controls Analyst	1.00	1.00	1.00	96,505	96,505
Financial Management Analyst I	1.00	1.00	-	96,505	-
Financial Management Analyst II	7.00	6.00	7.00	590,843	699,429
Financial Services Officer	1.00	1.00	1.00	110,520	110,520
Fleet Finance Officer	1.00	1.00	1.00	112,247	112,247
Fleet Maintenance Supervisor	1.00	1.00	1.00	107,227	107,227
Fleet Services Supervisor I	7.00	7.00	6.00	554,154	477,490
Fleet Services Supervisor II	3.00	3.00	3.00	282,123	264,877
Garage Services Attendent I	14.00	15.00	15.00	643,281	729,747
Garage Services Attendent II	14.00	14.00	13.00	657,937	676,081
Garage Services Attendent II - Towing	1.00	1.00	1.00	54,359	59,752
Garage Services Attendent III	5.00	5.00	6.00	300,744	354,646
Grants Accounting Officer	-	-	1.00	-	116,277
Helicopter Mechanic	1.00	1.00	1.00	89,303	94,971
Labor Compliance Officer	1.00	1.00	1.00	101,500	101,811

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
License Inspector I	4.00	4.00	3.00	216,138	171,217
License Inspector II	3.00	2.00	2.00	128,827	128,827
Maintenance Assistant II	5.00	5.00	5.00	203,059	222,845
Maintenance Assistant III	1.00	1.00	1.00	48,022	51,706
Maintenance Planner I	2.00	2.00	3.00	123,227	196,079
Manager of Budget Management	1.00	1.00	1.00	146,050	168,067
Manager of Business Relations	1.00	1.00	1.00	150,754	150,754
Manager of Commercial Services	1.00	1.00	1.00	150,754	150,754
Manager of Financial Controls	1.00	-	-	-	-
Manager of Fleet Services	1.00	1.00	1.00	151,263	151,263
Mechanical Equipment Stock Clerk I	1.00	1.00	1.00	46,182	41,898
Mechanical Equipment Stock Clerk II	4.00	4.00	4.00	222,245	227,723
Payroll Officer	1.00	1.00	1.00	109,844	108,044
Payroll Specialist I	2.00	2.00	2.00	125,667	125,667
Payroll Specialist II	1.00	-	-	-	-
Payroll/Personnel Assistant II	-	1.00	-	41,898	-
Payroll/Personnel Assistant III	1.00	1.00	1.00	56,800	56,800
Purchasing Agent	1.00	1.00	1.00	119,912	125,589
Revenue Management Officer	1.00	1.00	1.00	122,808	122,808
Secretary	4.00	4.00	4.00	196,168	202,175
Secretary-Conf	1.00	1.00	1.00	54,329	49,417
Senior Accountant	4.00	4.00	5.00	386,019	477,725
Senior Accountant-Conf	1.00	1.00	1.00	96,505	96,505
Senior Buyer	1.00	1.00	1.00	80,819	76,385
Special Projects Officer	4.00	4.00	4.00	411,105	421,408
Superintendent - Fleet Acquisition	1.00	1.00	1.00	112,752	112,752
Superintendent - Towing & Lien Sales	1.00	1.00	1.00	99,796	99,796
Supervisor - Stores & Property	1.00	1.00	1.00	67,715	67,715
Technical Services Officer	1.00	-	-	-	-
Treasury Operations Officer	2.00	2.00	2.00	293,460	293,460
Welder	1.00	1.00	1.00	54,369	61,801
Subtotal Salaries	259.29	255.29	247.03	18,007,152	17,950,219
Overtime	-	-	-	663,934	651,931
Fringe Benefits	-	-	-	10,959,457	10,916,492
Administrative Overhead	-	-	-	385,065	387,024
Attrition/Salary Savings	-	-	-	(380,444)	(380,444)
Expenditure Transfer	-	-	-	(100,680)	96,320
Total	259.29	255.29	247.03	29,534,485	29,621,541



Fire



Xavier Espino, Fire Chief

Robbie Grego, Deputy Chief, Fire Prevention Bureau

Jeff Hardin, Deputy Chief, Operations Bureau

Dennis Buchanan, Deputy Chief, Support Services Bureau

David Honey, Manager, Administration Bureau

Department Overview

Mission:

The mission of the Fire Department is to protect lives, property and the environment, improving the quality of life and safety of the community.

Core Services:

- Deliver fire, rescue, emergency medical services, hazardous materials response, and non-emergency response services
- Provide fire prevention services through fire code enforcement, arson investigation, environmental safeguards, and community outreach programming
- Provide training and education essential to the delivery of core fire and rescue services

FY 21 Focus:

The focus of the Fire Department will be to continue to utilize its resources in the most efficient and effective manner possible in order to provide core services and meet its mission.

Particular focus will be directed toward maintaining adequate response times for all emergencies and minimizing fire loss.

A continued focus area for the Department will be to meet the growing demands for emergency medical services. With Long Beach's aging population and growing number of under-insured, there has been a steady annual increase in the number of emergency medical responses and the need for these services.

Training of new Fire Recruits and existing staff will continue to be a major area of focus for the Department, specifically with regard to fire suppression, emergency medical services, wildland firefighting, and specialized services such as Airport Rescue and Fire Fighting (ARFF), Urban Search and Rescue (USAR) and Hazardous Materials. Additionally, the Department's training focus will continue to include the areas of management development and succession planning.

The Fire Department will also emphasize long term strategic planning to include prioritizing renewal efforts for aging infrastructure, investment in recruitment and training initiatives to increase workforce diversity and inclusion, and continued development of a strategic plan that will drive Departmental efforts for the next decade.

The Fire Department will develop a plan to prioritize replacement and major repair of aging fire stations and marine safety facilities. In FY 21, the Fire Department will continue to work closely with the Harbor Department on the design and construction of Fire Stations 15 and 20, the City's two fire boat stations. Additionally, the Department will collaborate with other City Departments to identify a permanent site for Fire Station 9, begin work force privacy improvements at Fire Station 14, and identify a strategy for replacing aging lifeguard towers.

In FY 21, the Department will continue, and improve upon, the successes of the Fire Diversity Recruitment Program that began in FY 20. This will include implementation of short-term and long-term strategies to increase the diversity of our workforce, primarily in the sworn Firefighter ranks. The focus will be on working with the Civil Service Department on the recruitment and testing components, as well as the partnership with the Long Beach Unified School District, as the Department expands upon the Fire Service Pathways Program at Jordan High School.

A final area of focus will be to identify structural savings in the General Fund for FY 22 and beyond, while continuing to maintain and restore critical front-line public safety resources. In conjunction with the City Manager's Office, the Fire Department will be conducting a comprehensive fire services study to identify efficiencies, revenue opportunities, and potential savings.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Percent of on-scene arrival of first appropriate unit for structure fire calls within 6 minutes, 20 seconds or less (from call initiation to arrival on scene)	86%	90%	86%	90%

The percentage of first responders arriving on scene within six minutes twenty seconds (6:20) for structure fires is a critical measure of performance and a direct measure of the response capability of first responders. Response time is impacted by many factors, including increasing call volume and station location. Timely response to structure fires is critical in limiting loss of property and life. Estimate is at 86 percent based on year to date performance. The 90 percent projection is based on the goal of the Department, which is based on a non-binding recommendation by the National Fire Protection Association (NFPA), which has become a generally accepted practice in the fire service, and was used as evaluation criteria in the 2005 Fire Services Review.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Percent of structure fires confined to room of origin	81%	80%	83%	80%

Impacted by fire alerting systems and response times, this measure indicates responder effectiveness such as the skillfulness of responders in combating a fire and how soon 9-1-1 calls are dispatched. This measure is an important indicator of whether firefighters can contain fire and limit damage to persons and property. The FY 20 estimate is at 83 percent. The 80 percent projection for FY 21 is based on the goal of the Department.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of emergency medical responses	50,884	52,000	50,454	51,000

Approximately 85 percent of the Long Beach Fire Department's emergency responses are medical in nature. The number of emergency medical responses has steadily increased over the years, due to an aging population and an increasing number of under-insured. For FY 21, it is estimated that the Fire Department will respond to 51,000 medical emergencies.

FY 20 Accomplishments

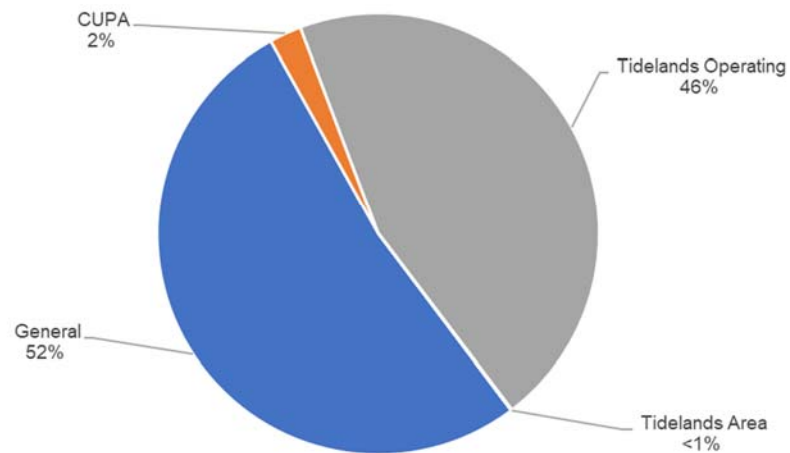
- Responded to over 76,000 fire, marine safety, and other emergency incidents equating to over 150,000 unit responses.
- Co-located Engine 9 and Rescue 9 to a temporary facility closer to its original location, leading to improvements in response times.
- In response to the unprecedented number and size of wildland fires throughout the state, the Fire Department deployed 149 staff to 19 wildfires that have burned over 2.5 million acres.
- Provided leadership to the City's Incident Management Team and Emergency Operations Center, providing structure and a unified response to the COVID-19 pandemic.
- Designed and implemented Medical Assessment Teams to decrease COVID-19 exposures to first responders and provide more specific care for Long Beach residents that met positive screening criteria.
- Seasonal Lifeguards provided critical staffing assistance at COVID-19 testing sites throughout the City.
- Implemented innovative safety measures that allowed the City to conduct a successful summer Junior Lifeguard Program for 450 Program participants, while protecting participants and staff.
- Community Emergency Response Team volunteers utilized their training by contributing over 3,500 hours of service for the City's COVID-19 response.
- Graduated diverse classes of 23 Firefighters and 23 Ambulance Operators.
- The newly funded Diversity Recruitment Program developed and implemented effective short-term and long-term recruitment strategies and partnerships.
- Developed classroom and online curriculum and provided instruction for the Fire Pathways Program at Jordan High School. 35 students are enrolled in the Fire Science class and an additional 30 students are enrolled in the Emergency Medical Response class.
- Hosted the inaugural LBFD Girls' Fire Camp, a one-day event in which 40 young women were provided information on careers in the fire service.
- Launched the new LBFD Recruitment Website, providing information about the Fire Department and how to prepare for the application and testing process.
- The Long Beach All Hazards Incident Management Team, comprised of 92 LBFD members, continues its training efforts to become one of eight State-certified teams by the start of the 2028 Los Angeles Olympic Games.
- In December of 2019, the LBFD Spark of Love Toy Drive provided toys and assistance to over 400 children and 22 youth-based charitable groups that included women's shelters, mental health clinics, recovery centers, churches and other faith-based groups.

FY 20 Accomplishments

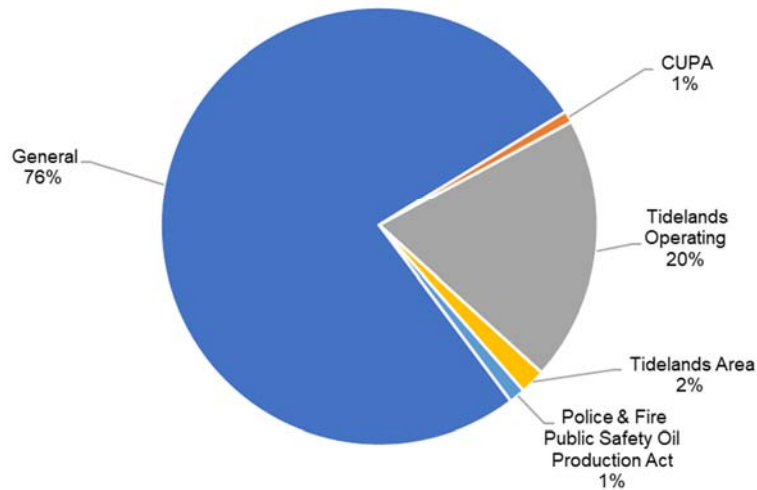
- The Community Emergency Response Team program (CERT) trained and certified 43 people to augment community-based emergency response efforts.
- Fire Ambassadors unveiled a new Fire Safety House designed for school presentations and visited 29 schools throughout the Long Beach Unified School District, impacting more than 1,500 students.
- The Arson Unit effected 43 arrests and conducted 259 investigations.
- Conducted 3,770 new construction inspections, 5,486 Multi-Family Dwelling inspections, 475 Assembly inspections, 462 Code Enforcement inspections, 292 New Business License inspections, 527 Above and Below Ground Tank Inspections, and 570 Hazardous Materials Business Plan inspections.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact				
Fund Group	Revenues		Expenditures	Fund Impact
General	22,887,198		107,712,258	(84,825,060)
CUPA	1,030,216		1,199,331	(169,115)
Tideland Operating	19,906,925		27,565,106	(7,658,181)
Tideland Area	24,400		2,628,801	
Police & Fire Public Safety Oil Production Act	-		1,659,194	(1,659,194)
Total	43,848,739		140,764,690	(96,915,951)

Summary of Changes*

General Fund Group	Impact	Positions
Restructure the service delivery model of the City's two HEART team units, from the use of sworn Firefighters to civilian Nurses in the Health and Human Services Department. One of 2 HEART teams in the Fire Department is funded by Measure A. These funds will be reallocated to maintaining services that otherwise would be reduced.	(870,464)	(4.00)
One-time funding for the delay of the transfer of the HEART team units from the Fire Department to the Health Department for an estimated six months until staff reports to City Council on the on the details of the proposed new model and plan.	435,232	-
Reduce budget with specific reductions to be identified through a study conducted in FY 21. The structural reduction will be offset in FY 21 with a one-year suspension of all capital replacement collections charges for Fire's entire fleet, resulting in the fleet becoming one-year older before replacement. Permanent solutions will be identified during the study in FY 21.	(1,891,860)	-
One-time funding for a comprehensive study of Fire Services to identify innovations, potential operational changes, or revenue increases to develop strategic budget recommendations for anticipated budget reductions needed in FY 22.	200,000	-
One-time funding to continue the Fire Diversity Recruitment Program, which started in FY 20 with one-time funds. This provides funding to continue the progress made in improving diversity in the Fire Department, strengthening the outreach/recruitment process.	187,500	-
Reallocation of a Plan Checker II position in the Fire Prevention Bureau to align with the two departments services are provided to (Development Services and Harbor Departments).	-	-
Add one civilian Fire Inspector to perform technical and specialized activities in the enforcement of compliance with codes, laws, regulations and ordinances related to fire, building and hazardous materials. The cost will be offset by reimbursement revenue in an MOU with the Development Services Department.	-	1.00
Upgrade one Assistant Administrative Analyst I to a II in the Fire Prevention Bureau to reflect increased responsibilities and duties in disaster preparedness education, multi-lingual resources and coordination of the City's CERT program. The cost of \$4,762 is offset by a reduction in Non-Career hours for the vacant Clerk Typist II-NC position in the Cannabis Program.	-	(0.08)

CUPA Fund Group	Impact	Positions
Upgrade one Plan Checker I to a Plan Checker II in the Fire Prevention Bureau and upgrade one Clerk Typist to Assistant Administrative Analyst II in the Certified Unified Program Area to reflect increased position duties and cost will be offset by increased program revenue.	-	-

Administration Bureau

Key Services:

1. Personnel/ Human Resources Management

- Payroll
- Professional Standards/Disciplinary Process
- Benefits
- Absence Management
- Personnel Transactions
- Injured Worker Program –Workers' Compensation Administration

2. Contracts & Records Management

- PRAs
- Subpoena Requests
- Contract Processing

3. Financial Services

- Budget
- Accounting
- Purchasing

4. Warehousing/Stores

- Purchasing
- Inventory Management
- Distribution of Materials & Supplies

5. Safety Coordination

- Safety Training Coordination
- Accident Investigation
- Facility Health & Safety

6. Executive Leadership

- Regional/ Statewide Fire Leadership
- Bureau Policy, Program Direction & Oversight
- Labor Management/ Relationship
- Long Beach Community Outreach
- Interdepartmental Policy Facilitation

7. Headquarters

- Rent & Maintenance

Administration	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	17,377	14,000	14,000
Expenditures	3,284,016	7,549,014	8,385,219
FTEs	14.25	14.25	14.50

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Fire Prevention Bureau

Key Services:

1. Life Safety Inspection/Code Enforcement

- Life Safety Inspection/Code Enforcement
- Business Licenses
- Large Restaurants/Night Clubs
- Small Assemblies (Restaurants/Storefronts)
- Education (Schools, Day Cares)
- High Rises
- Code Enforcements-Institutions (Nursing Homes)
- New Construction-Residential (30+ more units)
- Big Box Stores
- Jails

2. CUPA

- Business Emergency Plans
- Underground Storage Tanks
- Hazardous Materials

3. Fire Prevention in Harbor

- New Construction (Plan Check)

- Inspections
- Port Liaison to Homeland Security

4. Community Outreach

- Public Information
- Fire Safety Public Education
- Community Emergency Response Training (CERT)
- Fire Ambassador Program
- Special Events

5. Investigations

- Arson- Fire Cause & Determination of Findings
- Arson Offender Arrest & Prosecution
- Environmental- Investigation Reports
- Environmental-Cause and Determination Findings
- Arson Investigation Reports
- Fire Injury and Death Investigation
- Prosecution
- Arson Offender Apprehension

Fire Prevention	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	4,744,841	4,492,462	4,394,207
Expenditures	7,837,472	7,967,619	8,409,238
FTEs	39.00	39.00	39.66

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

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Support Services Bureau

Key Services:

1. Training

- Professional Development & In-service Training
- Regional Training & Interagency Coordination
- Development of Professional Standards
- Instructional Service Partnership
- Entry/Promotional Exams & Training
- Recruit Training
- Fire Grants Management
- Post Incident Review

2. Fleet Management

- Apparatus & Equipment Testing
- Resource Allocation
- Maintenance
- Acquisition

3. EMS

- Quality Assurance
- Equipment Maintenance
- Exposure & Coroner Cases
- Customer Service
- Collaboration with Receiving Facilities
- Certification & Licenses
- Intergovernmental Participation
- Training & Education

4. Information Technology (Training & Support)

- Records Management System
- Project Management
- Computer Aided Dispatch Reporting
- Response Mapping
- Video Production

Support Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	3,457,917	442,655	435,000
Expenditures	8,388,812	7,829,767	6,142,802
FTEs	24.28	24.28	24.28

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Operations Bureau

Key Services:

1. Call for Service Response

- Fire
- Medical
- Hazardous Materials
- Non-fire, Natural Disasters

2. Special Events Staffing

- Grand Prix
- Fourth of July
- All other special events

3. Specialty Program and Training

- Airport
- Hazardous Materials
- Urban Search and Rescue
- Emergency Medical Technician & Paramedic Continuing Education
- Fire boats
- SWAT medic
- Paramedic Oversight

4. Community Events and Outreach

- Schools

- Community Organizations

5. Annual Fire Safety Inspections

- Residential Inspections
- Assembly Inspections

6. Facility and Equipment Maintenance

- Facility ongoing
- Major repairs and renovations
- Equipment testing and repair

7. Special Projects

- Strategic planning of new programs
- Regional and interagency coordination
- Interdepartmental coordination

8. Lifeguards and Marine Safety

- Proactive security patrol, Law Enforcement
- Facility, Fleet, Equipment Maintenance
- Water response
- Beach response
- Junior Lifeguard
- Marine Safety

Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	38,191,275	36,883,042	39,005,532
Expenditures	112,782,756	114,497,002	117,827,431
FTEs	453.38	456.33	452.33

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

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Financial Summary by Category

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	19,029,897	19,070,801	19,070,801	18,383,190
Fines and Forfeitures	-	-	-	-
Use of Money & Property	12,914	20,000	20,000	160,000
Revenue from Other Agencies	6,054,421	1,697,000	1,697,000	3,855,000
Charges for Services	1,199,409	937,400	937,400	937,400
Other Revenues	31,077	42,155	42,155	33,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	20,083,692	20,064,803	20,064,803	20,480,149
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	46,411,410	41,832,159	41,832,159	43,848,739
Expenditures:				
Salaries and Wages	54,705,762	57,984,144	58,942,394	58,574,581
Employee Benefits	36,309,230	40,541,199	40,856,409	43,482,808
Overtime	22,430,628	18,844,686	19,814,036	20,038,519
Materials, Supplies and Services	9,789,676	4,432,291	7,686,098	4,284,464
Interfund Support	8,537,661	11,203,734	11,211,381	13,126,015
Intrafund Support	6,320	-	-	1,154,815
Capital Purchases	93,245	103,488	(659,870)	103,488
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	420,533	-	(7,047)	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	132,293,055	133,109,542	137,843,402	140,764,690
Personnel (Full-time Equivalents)	530.91	533.86	533.86	530.77

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**Adjusted Budget as of August 31, 2020

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Personnel Summary

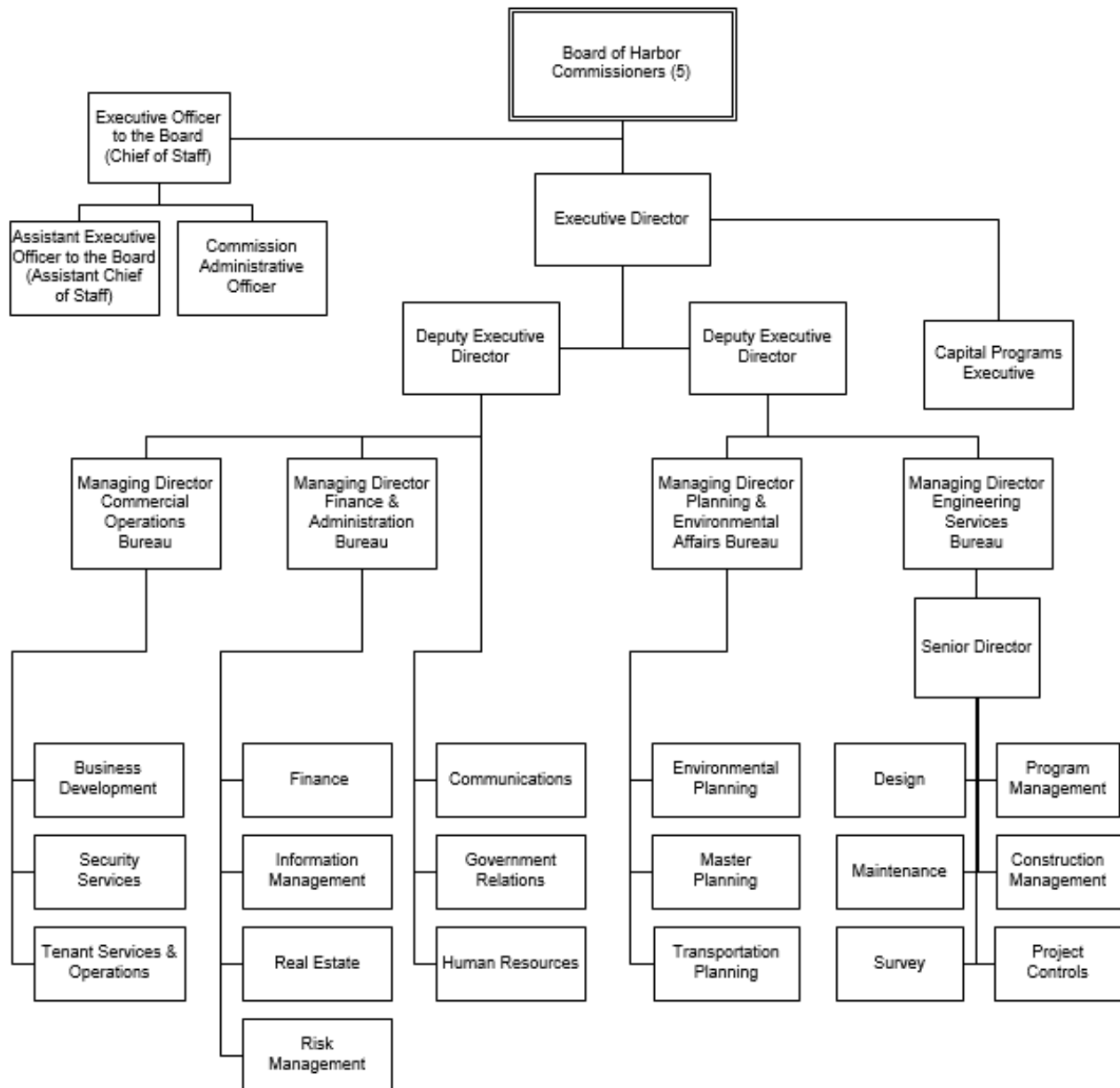
Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Fire Chief	1.00	1.00	1.00	257,212	257,212
Accounting Clerk III	1.00	1.00	1.00	54,097	54,097
Administrative Aide II	-	1.00	1.00	54,097	56,800
Administrative Analyst II	1.00	1.00	1.00	73,051	76,980
Administrative Analyst III	2.00	2.00	2.00	193,010	178,454
Administrative Officer	1.00	1.00	1.00	121,430	121,430
Ambulance Operator	3.00	3.00	3.00	81,701	100,834
Ambulance Operator	23.00	23.00	23.00	658,352	796,781
Assistant Administrative Analyst I	2.00	2.00	1.00	130,288	64,413
Assistant Administrative Analyst II	-	1.00	3.00	61,247	186,931
Assistant Fire Chief	3.00	3.00	3.00	606,915	608,492
Battalion Chief	12.00	12.00	12.00	2,061,368	2,192,233
Clerk Typist II	4.00	3.00	3.00	139,875	142,092
Clerk Typist III	6.00	6.00	5.00	281,638	232,756
Clerk Typist II-NC	0.75	0.75	0.66	29,066	25,575
Combination Building Inspector	1.00	1.00	1.00	68,153	68,153
Combinations Building Inspector Aide II	5.00	5.00	5.00	281,767	287,759
Communications Specialist III	1.00	1.00	1.00	89,359	89,359
Deputy Fire Chief	3.00	3.00	3.00	651,272	653,045
Deputy Fire Marshal	2.00	2.00	2.00	262,108	268,473
Emergency Medical Educ. Coordinator	1.00	1.00	1.00	131,184	107,133
Emergency Medical Educator	2.00	2.00	2.00	219,121	219,121
Executive Assistant	1.00	1.00	1.00	66,327	66,327
Fire Boat Pilot	6.00	6.00	6.00	825,463	860,732
Fire Captain	83.00	83.00	83.00	12,018,760	12,495,733
Fire Engineer	84.00	84.00	84.00	10,184,890	10,952,929
Fire Recruit	8.28	8.28	8.28	531,595	547,531
Firefighter	214.00	213.00	209.00	22,630,184	22,803,935
Hazardous Material Specialist II	2.00	2.00	2.00	166,850	170,859
Lifeguard-NC	17.88	20.83	20.83	1,241,027	1,240,891
Manager-Administration	1.00	1.00	1.00	142,715	149,849
Marine Safety Captain	4.00	4.00	4.00	513,257	519,114
Marine Safety Chief	1.00	1.00	1.00	178,551	190,355
Marine Safety Officer	11.00	11.00	11.00	985,929	998,413
Marine Safety Sergeant-Boat Operator	9.00	9.00	9.00	977,134	977,134
Payroll/Personnel Assistant II	1.00	1.00	1.00	45,454	48,021
Payroll/Personnel Assistant III	1.00	1.00	1.00	56,800	56,800
Plan Checker-Fire Prevention I	1.00	1.00	-	99,210	-

Personnel Summary

[illegible]

Note: Callback overtime is utilized when Fire staff are out on vacation, sick leave, training and/or injury leave. It is utilized to maintain a minimum staffing level in the areas of Fire Suppression and Emergency Medical Services. This minimum staffing level is constant 24 hours per day, 7 days a week, 365 days per year.

Harbor



Mission Statement

The Port of Long Beach is an international gateway for the reliable, efficient and sustainable movement of goods for the benefit of our local and global economies.

Financial Summary

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	63,111	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	47,045,170	44,610,997	44,610,997	35,540,000
Revenue from Other Agencies	82,416,516	59,448,000	59,448,000	37,728,000
Charges for Services	382,641,479	372,354,201	372,354,201	359,118,000
Other Revenues	3,814,408	21,000,000	21,000,000	2,136,425
Intrafund Services	156,883	-	2,827,500	-
Intrafund Transfers	(181,091,145)	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	48,430,000	48,430,000	-
Total Revenues	335,046,422	545,843,198	548,670,698	434,522,425
Expenditures:				
Salaries and Wages	47,890,333	56,009,117	12,447,076	56,944,972
Employee Benefits	24,588,636	30,475,633	13,028,137	32,924,167
Overtime	2,270,168	1,576,064	(1,109,384)	1,669,109
Materials, Supplies and Services	348,470,358	63,121,119	(292,687,419)	63,489,622
Interfund Support	34,244,513	36,051,436	32,413,877	36,199,694
Intrafund Support	-	-	-	-
Capital Purchases	9,488,985	377,473,228	1,881,001,415	366,505,334
Insurance Premiums and Losses	418,008	321,000	16,000	226,000
Other Non-Operational Expenditures	49,240,624	89,408,000	89,408,000	70,335,400
Operating Transfers	20,961,781	20,135,600	8,807,798	18,809,414
Intrafund Transfers Out	(181,091,145)	-	-	-
Purchase of Gas & Water	-	-	(31,144)	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	356,482,262	674,571,197	1,743,294,355	647,103,713
Personnel (Full-time Equivalents)	593.50	593.50	593.50	595.60

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**Adjusted Budget as of August 31, 2020

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Personnel Summary

	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Executive Director	1.00	1.00	1.00	351,346	351,346
Accountant I	-	1.00	1.00	64,426	67,715
Accountant II	1.00	1.00	1.00	76,780	76,780
Accountant III	1.00	1.00	1.00	82,529	86,760
Accounting Clerk II	1.00	1.00	1.00	50,290	50,290
Accounting Clerk III	1.00	1.00	1.00	54,097	54,097
Accounting Technician	4.00	3.00	3.00	180,523	180,523
Administrative Aide I	5.00	5.00	2.00	276,589	116,529
Administrative Aide II	7.00	7.00	10.00	423,722	578,855
Administrative Analyst I	9.00	10.00	10.00	759,299	797,459
Administrative Analyst II	4.00	5.00	9.00	439,717	749,444
Administrative Analyst III	14.00	12.00	15.00	1,142,963	1,420,932
Administrative Analyst II-NC	0.50	-	-	-	-
Administrative Intern-NC/H43	10.50	9.00	8.50	439,351	414,897
Assistant Administrative Analyst I	2.00	2.00	1.00	124,272	62,945
Assistant Administrative Analyst II	13.00	14.00	13.00	968,065	884,094
Assistant Director of Business Development	1.00	1.00	1.00	149,141	149,141
Assistant Director of Communications	1.00	1.00	1.00	145,000	145,559
Assistant Director of Construction Management	1.00	1.00	1.00	164,411	164,411
Assistant Director of Engineering Design	1.00	1.00	1.00	165,000	165,635
Assistant Director of Environmental Planning	1.00	1.00	1.00	149,899	149,899
Assistant Director of Finance	1.00	1.00	1.00	160,000	160,617
Assistant Director of Homeland Security	1.00	1.00	1.00	160,000	159,790
Assistant Director of Human Resources	1.00	1.00	1.00	149,495	149,495
Assistant Director of Information Management	1.00	1.00	1.00	160,615	160,615
Assistant Director of Program Management	1.00	1.00	1.00	153,000	153,000
Assistant Director of Real Estate	1.00	1.00	1.00	145,000	148,570
Assistant Director of Security Support	1.00	1.00	1.00	159,793	159,793
Assistant Executive Officer to the Board	1.00	1.00	1.00	127,992	127,992
Assistant Marketing Manager III	2.00	2.00	2.00	177,361	161,729
Assistant Terminal Services Manager	1.00	1.00	-	87,085	-
Assistant to the Executive Director	1.00	1.00	1.00	96,353	96,353
Building Maintenance Engineer	3.00	3.00	3.00	237,658	252,107
Business Development Analyst	1.00	2.00	2.00	208,232	182,508
Capital Programs Executive	1.00	1.00	1.00	296,135	296,135
Capital Projects Coordinator II	1.00	2.00	2.00	172,131	172,140
Capital Projects Coordinator III	4.00	3.00	3.00	297,943	304,694
Capital Projects Coordinator IV	3.00	5.00	5.00	626,741	654,011
Carpenter	1.00	1.00	1.00	64,769	58,270
Chief Construction Inspector	1.00	1.00	1.00	121,488	124,954
Chief Surveyor	1.00	1.00	1.00	126,906	133,282
Chief Wharfinger	1.00	1.00	-	109,560	-
Civil Engineer	12.00	14.00	14.00	1,536,451	1,573,124
Civil Engineering Assistant	6.00	7.00	7.00	557,481	558,209

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Civil Engineering Associate	13.00	13.00	13.00	1,278,126	1,285,224
Clerk Typist II	2.00	1.00	-	47,476	-
Clerk Typist III	15.00	12.00	12.00	619,311	611,439
Clerk Typist III-NC	1.00	-	-	-	-
Clerk Typist IV	1.00	1.00	1.00	55,446	55,446
Commercial Diver II	6.00	6.00	6.00	541,058	590,223
Commission Administrative Officer	1.00	1.00	1.00	98,002	98,136
Communications Officer	5.00	5.00	5.00	523,504	523,504
Community Program Specialist III	-	1.00	-	72,808	-
Construction Inspector I	1.00	1.00	1.00	75,303	83,267
Construction Inspector II	13.00	13.00	13.00	1,225,555	1,196,101
Construction Supervisor	1.00	1.00	1.00	62,846	76,780
Contract Compliance Analyst III	1.00	1.00	1.00	94,436	99,389
Deputy Chief Harbor Engineer II	9.00	9.00	9.00	1,315,363	1,350,465
Deputy Executive Director	1.00	2.00	2.00	532,064	532,064
Director of Business Development	1.00	1.00	1.00	170,447	175,000
Director of Communications	1.00	1.00	1.00	177,090	177,090
Director of Construction Management	1.00	1.00	1.00	176,117	176,117
Director of Engineering Design	1.00	1.00	1.00	172,832	172,832
Director of Environmental Planning	1.00	1.00	1.00	167,039	164,889
Director of Finance	1.00	1.00	1.00	180,000	180,691
Director of Government Relations	1.00	1.00	1.00	167,000	179,700
Director of Human Resources	1.00	1.00	1.00	170,448	178,971
Director of Information Management	1.00	1.00	1.00	181,101	181,101
Director of Maintenance	1.00	1.00	1.00	172,832	172,832
Director of Master Planning	1.00	1.00	1.00	167,040	167,040
Director of Program Management	1.00	1.00	1.00	170,448	170,448
Director of Project Controls	1.00	1.00	1.00	168,948	168,948
Director of Real Estate	1.00	1.00	1.00	164,054	167,643
Director of Risk Management	1.00	1.00	1.00	167,040	167,040
Director of Security	1.00	1.00	1.00	179,188	179,188
Director of Survey	1.00	1.00	1.00	165,000	170,654
Director of Tenant Services & Operations	1.00	1.00	1.00	167,040	167,040
Director of Transportation Planning	1.00	1.00	1.00	167,040	167,040
Electrical Engineer	1.00	1.00	2.00	121,268	198,233
Electrical Supervisor	1.00	1.00	1.00	78,816	80,904
Electrician	4.00	4.00	4.00	260,118	288,872
Engineering Tech II	1.00	-	-	-	-
Environmental Remediation Specialist II	1.00	1.00	1.00	134,237	134,237
Environmental Specialist Assistant	3.00	-	-	-	-
Environmental Specialist Associate	3.00	8.00	8.00	745,058	757,228
Environmental Specialist I	4.00	2.00	2.00	242,535	220,384
Environmental Specialist II	2.00	2.00	2.00	265,864	268,473
Equipment Mechanic I	1.00	3.00	3.00	188,902	205,724

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Equipment Mechanic II	2.00	1.00	1.00	68,140	73,006
Equipment Operator III	5.00	4.00	4.00	226,017	249,593
Executive Officer to the Board	1.00	1.00	1.00	191,754	191,754
Executive Secretary - Harbor	4.00	4.00	4.00	326,543	326,851
Garage Service Attendant II	2.00	1.00	1.00	51,678	54,820
Garage Service Attendant I-NC	0.40	0.40	0.40	14,380	15,253
Garage Supervisor	1.00	1.00	1.00	96,129	96,338
Gardener II	2.00	2.00	2.00	93,771	91,343
General Maintenance Assistant	4.00	3.00	3.00	163,077	175,586
Geographic Information Systems Analyst II	3.00	3.00	3.00	268,899	268,899
Geographic Information Systems Analyst III	1.00	1.00	1.00	99,110	99,110
Geographic Information Systems Tech I	1.00	1.00	1.00	62,834	62,834
Geographic Information Systems Tech II	2.00	2.00	2.00	127,769	127,774
GIS Supervisor	-	-	1.00	-	89,901
Harbor Control Center Supervisor	1.00	1.00	1.00	96,339	94,862
Harbor Maintenance Mechanic I	3.00	3.00	4.00	159,744	227,436
Harbor Maintenance Mechanic II	4.00	4.00	3.00	245,998	203,244
Harbor Marine Engineer	1.00	1.00	1.00	109,763	130,564
Intermodal Operations Coordinator	2.00	2.00	2.00	233,262	239,148
Intermodal Operations Manager	1.00	1.00	1.00	154,468	154,468
Maintenance Assistant I	8.00	8.00	8.00	311,897	331,430
Maintenance Assistant II	1.00	1.00	1.00	44,199	40,095
Maintenance Assistant III	6.00	7.00	6.00	330,085	285,654
Maintenance Assistant I-NC	1.50	1.50	1.50	51,787	55,754
Maintenance Planner I	1.00	1.00	1.00	69,508	77,503
Maintenance Planner II	3.00	3.00	3.00	227,472	234,708
Maintenance Supervisor	2.00	2.00	2.00	135,088	148,669
Manager of Accounting	1.00	1.00	1.00	140,994	140,994
Manager of Air Quality Practices	1.00	1.00	1.00	141,364	135,520
Manager of Business Applications	1.00	1.00	1.00	151,228	151,228
Manager of Business Development	1.00	1.00	1.00	133,164	141,143
Manager of Business Development Strategic Support	1.00	1.00	1.00	133,160	133,160
Manager of Business Development-Export Cargo	1.00	1.00	1.00	133,164	133,164
Manager of Business Development-Import Cargo	1.00	1.00	1.00	133,164	133,164
Manager of CEQA/NEPA Projects	1.00	1.00	1.00	138,906	138,906
Manager of Contract Compliance	1.00	1.00	1.00	135,000	140,539
Manager of Cyber Information Security	1.00	1.00	1.00	153,875	165,641
Manager of Emergency Management	1.00	1.00	-	139,595	-
Manager of Engineering Technology	1.00	1.00	1.00	143,815	143,815
Manager of Environmental Remediation	1.00	1.00	1.00	141,623	141,623
Manager of Facilities Maintenance	1.00	1.00	1.00	133,164	133,164
Manager of Financial Planning & Analysis	1.00	1.00	1.00	147,906	147,906
Manager of Fleet/Utilities	1.00	1.00	1.00	130,000	135,520
Manager of Grants	-	1.00	-	135,000	-

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Manager of Grants Administration	1.00	1.00	2.00	133,164	278,164
Manager of Harbor Maintenance Administration	1.00	1.00	1.00	133,163	133,163
Manager of Harbor Marine	1.00	1.00	1.00	144,456	144,456
Manager of Infrastructure Maintenance	1.00	1.00	1.00	127,992	135,000
Manager of Labor Compliance Administration	1.00	1.00	1.00	133,160	133,160
Manager of Master Planning	1.00	1.00	1.00	143,350	145,000
Manager of Network Operations	1.00	1.00	1.00	150,000	150,578
Manager of Project Controls	1.00	1.00	1.00	151,438	151,438
Manager of Revenue	1.00	1.00	1.00	133,164	133,164
Manager of Safety/Business Continuity	1.00	1.00	1.00	141,427	141,427
Manager of Security Operations	2.00	2.00	3.00	268,164	413,516
Manager of Sustainable Practices	1.00	1.00	1.00	141,420	141,420
Manager of Technical Security	1.00	1.00	1.00	144,028	153,589
Manager of Tenant Services	-	-	1.00	-	133,511
Manager of Transportation Planning	1.00	1.00	1.00	138,457	138,457
Manager of Water Quality Practices	1.00	1.00	1.00	141,623	141,623
Managing Director	4.00	4.00	4.00	939,425	962,310
Marketing Manager	2.00	2.00	2.00	183,471	219,121
Mechanical Supervisor	1.00	1.00	1.00	89,359	91,447
Members - Boards / Commissions	-	-	-	26,000	-
Motor Sweeper Operator	1.00	1.00	1.00	61,215	55,683
Office Automation Analyst I	2.00	2.00	1.00	148,592	74,865
Office Automation Analyst II	1.00	2.00	3.00	146,881	242,411
Office Automation Analyst III	2.00	2.00	2.00	174,171	174,171
Office Automation Analyst IV	1.00	-	-	-	-
Office Services Assistant III	1.00	-	-	-	-
Office Systems Analyst I	1.00	-	-	-	-
Office Systems Analyst II	6.00	7.00	8.00	817,879	934,227
Office Systems Analyst III	14.00	14.00	13.00	1,730,189	1,641,768
Painter II	1.00	1.00	1.00	61,601	66,327
Painter Supervisor	1.00	1.00	1.00	71,919	71,919
Park Maintenance Supervisor	1.00	1.00	1.00	69,398	72,942
Payroll Personnel Assistant III	-	2.00	2.00	109,817	103,383
Plumber	6.00	6.00	6.00	414,479	433,568
Plumber Supervisor	1.00	1.00	2.00	78,816	147,000
Port Commercial Appraiser	1.00	1.00	1.00	121,306	109,560
Port Communications Specialist II	0.20	0.20	0.20	11,430	11,429
Port Communications Specialist III	3.00	4.00	2.00	298,257	149,674
Port Communications Specialist IV	4.00	3.00	5.00	234,799	407,228
Port Communications Specialist V	5.00	7.00	6.00	609,084	539,648
Port Financial Analyst I	1.00	-	-	-	-
Port Financial Analyst II	1.00	2.00	2.00	201,811	206,893
Port Financial Analyst III	3.00	4.00	5.00	429,766	551,510
Port Leasing Sales Officer I	1.00	1.00	1.00	64,413	64,413

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Port Leasing Sales Officer V	4.00	4.00	4.00	428,515	428,515
Port Planner I	1.00	1.00	1.00	85,086	89,538
Port Planner II	1.00	1.00	1.00	91,336	96,136
Port Planner III	1.00	-	-	-	-
Port Planner IV	2.00	3.00	3.00	348,499	334,093
Port Planner V	2.00	2.00	2.00	264,769	238,317
Port Records Center Supervisor	1.00	1.00	1.00	73,051	61,290
Port Risk Manager II	1.00	1.00	1.00	104,116	104,116
Port Security System Operator II	9.00	9.00	9.00	660,359	675,995
Port Security System Operator III	4.00	4.00	4.00	320,847	324,766
Principal Construction Inspector	4.00	4.00	4.00	403,856	425,577
Project Budget Analyst II	3.00	-	-	-	-
Project Budget Analyst III	-	2.00	2.00	208,232	208,232
Project Scheduler I	1.00	1.00	1.00	107,266	107,266
Project Scheduler II	2.00	2.00	2.00	254,634	254,634
Pump Station Supervisor	-	1.00	-	76,795	-
Safety Specialist	2.00	2.00	2.00	203,061	186,532
Secretary	8.00	7.00	7.00	388,122	378,978
Senior Accountant	1.00	1.00	1.00	78,831	93,958
Senior Civil Engineer	24.00	21.00	20.00	2,744,063	2,640,319
Senior Director of Engineering Program Delivery	1.00	1.00	1.00	193,883	193,883
Senior Electrical Engineer	2.00	2.00	1.00	219,526	134,237
Senior Electrical Inspector	1.00	1.00	1.00	77,270	77,278
Senior Engineering Tech I	2.00	2.00	2.00	182,638	182,638
Senior Engineering Tech II	1.00	1.00	1.00	96,094	96,094
Senior Equipment Operator	2.00	2.00	3.00	143,255	188,392
Senior Estimator	1.00	-	-	-	-
Senior Port Leasing Officer	1.00	1.00	1.00	121,306	101,595
Senior Program Manager	5.00	5.00	5.00	743,019	715,971
Senior Scheduler	3.00	3.00	3.00	402,710	402,710
Senior Secretary	10.00	12.00	13.00	685,246	741,722
Senior Structural Engineer	1.00	1.00	1.00	140,758	140,758
Senior Survey Technician	6.00	5.00	5.00	400,879	432,457
Senior Surveyor	3.00	4.00	4.00	428,958	428,958
Senior Traffic Engineer	1.40	1.40	1.00	175,105	134,237
Special Assistant to the Executive Director	1.00	-	-	-	-
Special Services Officer II	5.00	5.00	5.00	307,302	308,764
Special Services Officer III	51.00	51.00	51.00	3,077,092	3,115,938
Special Services Officer IV	9.00	8.00	8.00	611,536	582,942
Stock & Receiving Clerk	1.00	1.00	1.00	42,296	37,983
Storekeeper I	-	1.00	1.00	48,983	51,546
Storekeeper II	1.00	-	-	-	-
Supervisor of Commercial Diving	1.00	1.00	1.00	100,696	108,464
Supervisor-Stores/Property	1.00	1.00	1.00	56,877	56,904

Personnel Summary

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Key Contacts

Mario Cordero, Executive Director

Rick Cameron, Deputy Executive Director, Planning & Development

Noel Hacegaba, Deputy Executive Director, Administration & Operations

Sam Joumbat, Managing Director, Finance & Administration Bureau

Sean Gamette, Managing Director, Engineering Services Bureau

Heather Tomley, Managing Director, Planning and Environmental Affairs Bureau

Kenneth Duncan, Managing Director, Commercial Operations Bureau

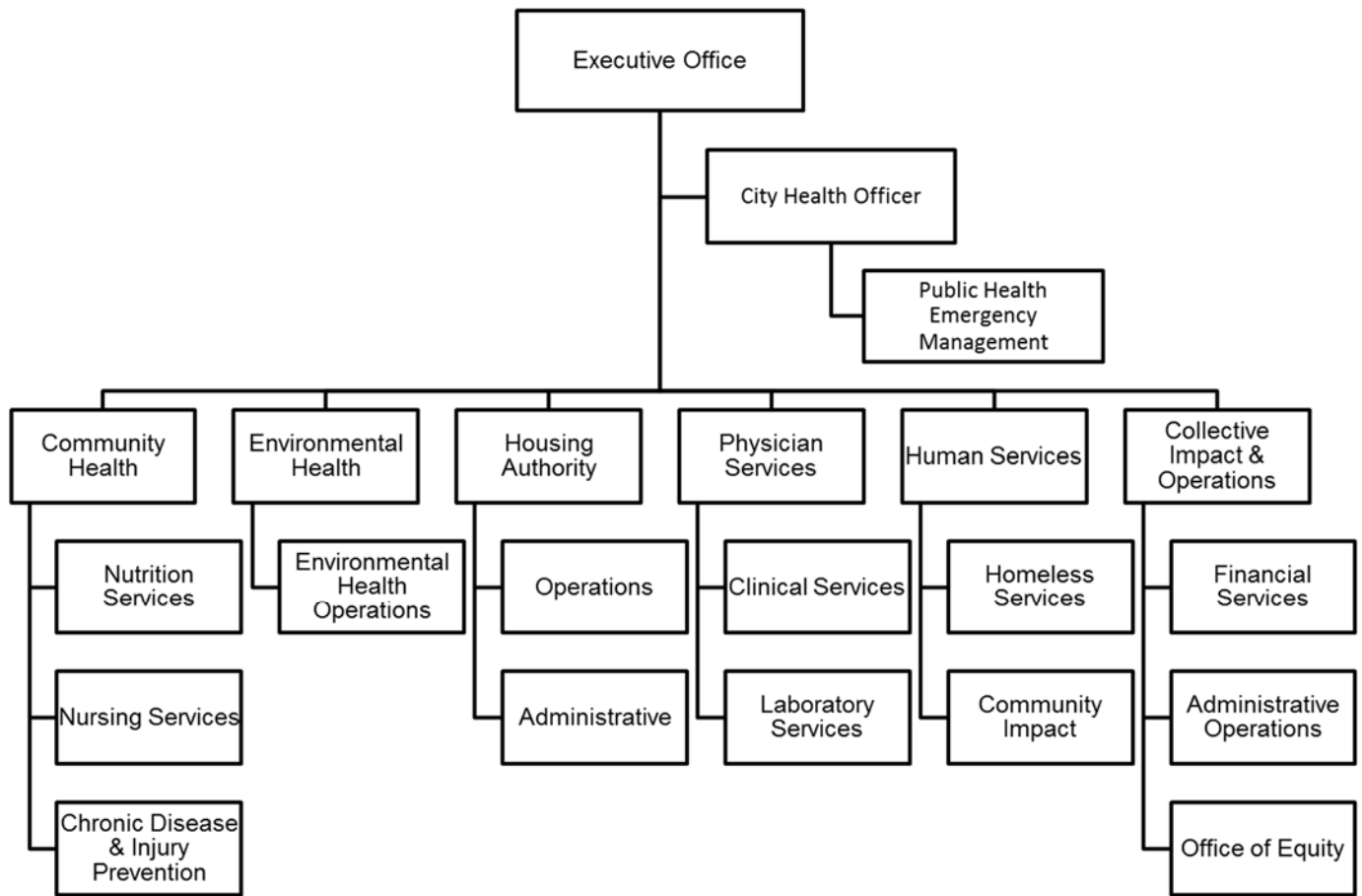
Duane Kenagy, Capital Programs Executive

Wei Chi, Director of Finance

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Health and Human Services



Kelly Colopy, Director

Anissa Davis, M.D. MPH, City Health Officer

Ginger Lee, Manager, Collective Impact and Operations

Tiffany Cantrell-Warren, Manager, Community Health

Judeth Luong, Manager, Environmental Health

Alison King, Manager, Housing Authority

Vacant, Manager, Human Services

Pamela Bright, Manager, Physician Services

Department Overview

Mission:

Improve the quality of life by promoting a safe and healthy community in which to live, work and play.

Core Services:

- **Ensuring safe physical and social environments** as active participants in the public safety continuum through public health emergency preparedness; violence prevention and family supports; testing recreational waters to ensure they are safe for recreation; restaurant inspections and training for food service employees; lead testing; and mosquito abatement.
- **Supporting healthy active living** by increasing knowledge, access, and engagement in nutritious foods and physical activity; providing tobacco and cannabis education and prevention; promoting bicycle/pedestrian safety; providing immunizations; asthma education and prevention; communicable disease prevention and control; programs for new mothers and their children; and services to support the health and independence of seniors.
- **Improving opportunities for an optimal quality of life** by addressing social inequities, homelessness; supporting families with housing assistance, parenting skills and nutrition; supporting community gardens and fitness opportunities in neighborhoods where they are scarce; providing health care enrollments; and integrating mental health services in programs.

FY 21 Focus:

The goal of the Department of Health and Human Services is for ALL residents within our diverse city to be safe and healthy, and to have access to the resources necessary to thrive. This goal requires an understanding of equity and the utilization of an equity focus in policies, programs, and practices to reduce disparity in health, social, and economic outcomes and to build equitable access and opportunity for success in all Long Beach neighborhoods. The Department partners closely with the local communities, other City and County departments, schools, hospitals, non-profit organizations, and the business community to drive efforts that support health and vibrancy across the city.

Key focus areas for the Department in FY 21 include: 1) Preventing and responding to COVID-19 through planning, testing, surveillance, vaccine preparedness, and focusing community-based efforts on those most impacted by the virus. 2) Building communicable disease and public health emergency response capabilities Citywide. This includes increasing staffing levels, capacity and critical infrastructure to prevent and address outbreaks and addressing increasing rates of new STD and HIV infections. Coordinated response of many Health Department staff to outbreaks and emergencies has reduced risk in the City; however, COVID-19 and other increasing public health and communicable disease threats have pushed the limits of Department capacity. 3) Building a coordinated system of services and supports for children, youth, and emerging adults by implementing the All Children Thrive Accountable Community for Health model and the City's Early Childhood Education Strategic Plan focused on children and their families (pre-birth to age 8) and implementing an Office of Youth Development to ensure youth have opportunities for successful futures. 4) Further strengthening trauma and resiliency informed policies and practices across our department and the City. 5) Further strengthening the coordinated homeless services system within the City, including increasing homelessness prevention efforts and increasing interim housing opportunities through the Atlantic Farms Bridge Housing Community (ABC) and Project Homekey motel implementation. 6) Reducing violence in our communities through expanding the violence prevention and reentry focus through place-based partnerships focused on areas with the highest gun violence. 7) Resourcing a robust Long Beach Healthy Aging Center to increase coordination and access to services for older adults, particularly those impacted by COVID-19 concerns. 8) Completing the implementation of the common intake system to provide more streamlined intake and more effective service referrals utilizing data for improved service coordination and outcomes. 9) Strengthening the Department's workforce, financial resources and capacity to lead health and social determinant of health efforts across the city. 10) Leading health equity efforts within the Department and across the city to reduce disparities in health-related outcomes between communities.

Department Overview

In FY 21, an additional \$1.5 million is allocated to the Health Department to focus on Racial Equity and Reconciliation, including a focus on health and housing equity, youth development, and violence prevention. The Health Department will create seven new positions and leverage a number of existing positions to implement the Office of Youth Development, strengthen violence prevention and increase re-entry opportunities, and focus on improving health outcomes for communities experiencing largest health disparities. The Office of Youth Development will include a Program Manager, Program Coordinator, and community-based peer navigators to implement the Youth Strategic Plan to facilitate the creation of positive futures for youth. A new Violence Prevention Coordinator and new Re-entry Coordinator will strengthen existing Safe Long Beach efforts and will be housed in the Community Impact Division. While the City's Office of Equity has moved the City Manager's Office, there continues to be a need for a specific focus on health equity. A new Health Equity Program Manager and Health Equity Coordinator will leverage the existing work of the Office of Equity, focusing and reducing health disparities in communities where the greatest inequities existing. This program will be housed in the Collective Impact and Operations Bureau. The Department will also hire an analyst to support grant writing, grants and contracts management. Remaining funding will be made available to community based non-profit organizations to youth development and violence prevention efforts. The Department will leverage the work of a new Everyone Home Plan Coordinator in Homeless Services and the partnership with the Department of Development Services to address equity in homelessness and housing in the City.

FY 21 also includes federal and state funding to support COVID-19 efforts and homelessness during the pandemic. The additional responsibilities require significant short-term hiring to address near-term needs. To meet ongoing and future public health demands, the Health Department will continue to advocate for additional funding opportunities to build the long-term capacity needed for pandemic response, future public health emergencies, other communicable disease outbreaks as well as to prevent chronic diseases and homelessness.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of Clinical Service Visits	18,500	20,020	11,000	15,000

The services in this measure encompass all patient encounters within Clinical Services and include Tuberculosis treatment, child and adult immunizations, sexually transmitted disease treatment, family planning services, and HIV prevention and medical care. Staffing changes and COVID-19 response have negatively impacted our estimate and overall projection.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of individuals reached through nutrition education classes/workshops	26,625	26,300	18,464	16,000

The COVID-19 pandemic reduced opportunities for the Healthy Active Long Beach (CalFresh Healthy Living) program by closing schools and intervention sites, and restricting in-person direct education. Projections for FY 21 are further lowered due to an increased focus on strategies that support policy, systems, and environmental (PSE) changes, which will redirect some resources from direct education activities. A new intervention model reduces the number of grades participating to minimize duplication. The curriculum for participation in classrooms and community settings is being adapted for online (virtual) learning, which may impact the total number of participants. Despite fewer opportunities for face-to-face contact, the implementation of the new intervention model and other PSE strategies provides an opportunity to have a greater impact on decreasing obesity and other lifestyle related chronic diseases.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of food facility inspections completed	5,954	5,600	3,239	5,000

The City has more than 2,400 food facilities requiring Health Department inspections. Education and enforcement activities for COVID-19 response, along with inspector vacancies, negatively impacted the number of food facility inspections from the prior year. The Environmental Health Bureau also inspects hazardous waste generators, public swimming pools and spas, and other facilities subject to State Health and Safety Code and/or Long Beach Municipal code requirements.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of families under contract in Housing Choice Voucher Program	6,691	6,600	6,450	6,550

The Housing Authority maintains housing contracts for the Housing Choice Voucher (HCV), and Veterans Affairs Supportive Housing (VASH) programs, which includes partnering with over 2,600 landlords. Due to a financial shortfall created by rising rental rates in prior years, rental subsidy funds for the Housing Choice Voucher Program are maximized. The VASH program continues to issue vouchers to new veterans. Vacancy rates have increased and those searching have had reasonable success in locating available units. There are two newly-constructed Project Based Voucher buildings and one existing building coming online in FY 21 for 121 vouchers that will contractually preserve affordable housing for many years. Measure H funds will be limited, but HUD CARES Act funds can be used to support owner/participant needs in extreme circumstances where the subsidy is insufficient. The Housing Authority will continue to seek out opportunities for additional voucher allocations.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number communicable disease investigations	3,327	2,500	14,727	3,000

The Communicable Disease Control Program conducts investigations on 80+ communicable diseases in Long Beach through patient interviews, provider consultations, outbreak investigations, and data collection, analysis, and dissemination. In FY 20, the Program led COVID-19 investigations, outbreak response, contact tracing, and epidemiology

FY 20 Accomplishments

Pandemic Assessment and Response

- The Public Health Emergency Management and Communicable Disease Programs were on the frontlines of the COVID-19 response by activating numerous sites for distribution, testing (over 140,000 tests conducted), and alternate care; investigating approximately 13,000 COVID cases; addressing outbreaks in over 30 skilled nurse facilities; and providing data analyses to facilitate planning and decision making.
- The Community Health Bureau established a Resource and Referral Warmline for older adults and vulnerable persons isolating at home. Since March 2020, the Resource Line has responded 1,050+ calls from older adults, family members of older adults, agencies who work with older adults, and others who are self-isolating due to health conditions.
- To address food security needs of residents, the Chronic Disease and Injury Prevention Division partnered with Food Finders and the Los Angeles Regional Food Bank to organize four emergency food distribution and nutrition education events, providing over 3,500 households with an average of 70 lbs. of food totaling the equivalent of 162,000 single-serving meals.
- To mitigate the spread of COVID-19 due to housing conditions, the Homeless Services Division opened two emergency sites -- a Non-Congregate Shelter and an Isolation and Quarantine Site – for people experiencing homelessness and people unable to isolate at home.
- The City's public health laboratory conducted the first testing in the City before other labs were prepared processing nearly 6,000 samples.
- The Environmental Health Bureau participated with the City's Venue Task Force and educated more than 8,000 Long Beach businesses about COVID-19 protocols, ensured compliance with the Safer at Home Health Order, and responded to more than 565 COVID-19 complaints.
- The Language Access Coordinator was embedded in the Joint Information Center for COVID-19 response to ensure all important health alerts are available in Spanish, Khmer, and Tagalog.

Communicable Disease Prevention and Control

- The HIV/STD Surveillance Program prevented 67 percent of potential congenital syphilis cases among Long Beach residents.
- The Communicable Disease Program identified and investigated the source of the largest restaurant-associated hepatitis A outbreak in California in years, which lead to 22 people becoming infected and ill. Staff interviewed over 200 individuals and conducted an extensive outbreak investigation along with the California Department of Public Health and the Centers for Disease Control.
- Administered over 1,050 HIV tests in the sexual health clinic and over 900 tests on the mobile testing unit, a 100% increase over last year for the sexual health clinic and 125% for our mobile unit.

Violence Prevention

- The Safe Long Beach team, in partnership with Habitat for Humanity, CSULB Center for Community Engagement and residents of the Washington Neighborhood Association, established the Washington Neighborhood place-based effort to address gun violence, neighborhood empowerment and built environment impacting people's quality of life. The partnership includes over 15 entities.

Community and Family Health

- The Family Preservation Program served 273 families; Case Managers supported them with increasing their positive parenting skills, linking to resources including mental health services, housing, employment services, legal aid, domestic violence support groups, and much more.

FY 20 Accomplishments

- The Life Coaching and Fundamentals of Fatherhood Program enrolled 183 fathers. Life Coaches supported with linkage to resources for housing, employment, health insurance, mental health services, parenting training.
- The Black Infant Health Program served 150 women focusing on increasing healthy birth outcomes.
- The Women Infants and Children Program served 178,711 families with food benefits, nutrition and breastfeeding education. The COVID-19 pandemic and growing food security needs resulted in the enrollment of 3,265 families between March through July.
- The Medi-Cal Outreach/Health Access Program provided 9,516 client services, including outreach to 3,486 individuals, enrollment assistance into a comprehensive health coverage program for 1,537 individuals and families, and insurance renewal assistance for 745 individuals,

Environmental Health

- The Consumer Protection Program performed 2,800 food safety inspections in over 2,200 restaurants, markets, food vehicles and special events, protecting Long Beach residents and visitors from foodborne illness and contamination.
- The Vector Control Program responded to more than 500 service requests and inquiries for mosquito control, identified more than 900 mosquitoes for vector-borne disease surveillance, and set more than 150 mosquito traps at 22 surveillance sites across the City.
- The Tobacco Retail Enforcement Program conducted 408 routine, licensing, complaint and follow-up inspections and surveys to reduce the availability of tobacco products and paraphernalia to youth and conducted nine Tobacco Decoy Operations in coordination with the Police Department

Housing and Homelessness

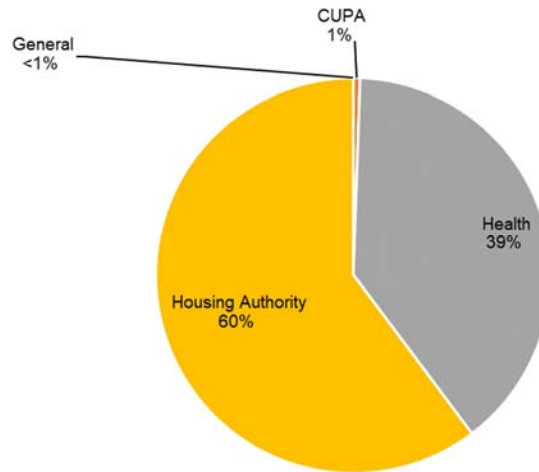
- Opened the Atlantic Bridge Housing Community, a year-round interim housing site for 125 people experiencing homelessness.
- Engaged 1,200 people into services from outreach; 8,499 visits to the MSC for showers and linkages to comprehensive services and housing.
- Permanently housed 1,399 persons experiencing homelessness
- Received 45 new Housing Authority vouchers; 7,592 households in subsidized housing.
- Graduated 21 Family Self Sufficiency participants who collectively earned \$200,639.

Equity

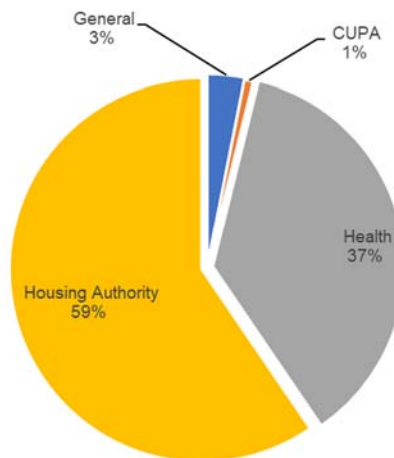
- The Office of Equity developed the Long Beach Equity Toolkit for City leaders and staff. The Toolkit includes an overview of equity concepts and provides specific strategies and examples the City can apply to its work to make positive changes through policies, programs, and services.
- The Language Access Program fulfilled 92 requests for interpretation at public meetings and 545 total requests for translation.
- The Office of Equity supported the Framework for Reconciliation by hosting 15 Listening Sessions and Town Halls, convening stakeholders, and preparing the Racial Equity and Reconciliation report with goals, strategies, and potential actions for advancing racial equity in the City of Long Beach.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	3,600	4,886,800	(4,883,200)
CUPA	835,800	1,156,661	(320,861)
Health	59,981,745	57,621,553	2,360,192
Housing Authority	92,215,718	93,729,863	(1,514,145)
Total	153,036,863	157,394,878	(4,358,014)

Summary of Changes*

GENERAL FUND		
	Impact	Positions
Add 3.0 Public Health Nurse positions to restructure the HEART Team's service delivery model and replace Firefighters currently performing the service. A fourth nurse position, funded by grants, will be reallocated from other areas to help staff the HEART Team.	414,400	3.00
One-time adjustment for the delay of the transfer of the HEART team units from the Fire Department to the Health Department for an estimated six months until staff reports to City Council on the details of the proposed new model and plan.	(207,200)	-
Enhancement of \$1.5 million for the implementation of the racial equity and reconciliation efforts of the City with specific recommendations outlined in the Racial Equity and Reconciliation Initiative: Initial Report.	1,500,000	-
Reallocate the Equity Office from the Health and Human Services Department to the City Manager's Office, including a Special Projects Officer and a Assistant Administrative Analyst reflecting a citywide commitment to elevate and integrate the principles and goals of equity throughout the City.	(248,979)	(2.00)
Transfer 2.0 Environmental Health Specialist positions from the Cannabis Program in the General Fund to the Health Fund and align position duties to the appropriate funding sources with no service impact; and reallocate funding within the Cannabis program to focus on prevention and education for responsible cannabis use, and implementation of the City's Responsible Cannabis Vendor program. (Health and Human Services)	(125,485)	(2.00)
Increase budget to support Homeless Services Program costs not funded by grants, offset by the downgrade of a vacant Public Health Professional III to a Community Program Specialist IV in the Homeless Services Division to align with actual operations.	-	-
One-time funding to create Public Health Councils to facilitate education concerning workplace safety and health guidance in industries impacted by COVID-19.	100,000	-
One-time funding for the Health Department's cost to support the Interdepartmental Workgroup for citywide encampment cleanup and outreach services.	255,000	-

Summary of Changes*

HEALTH FUND	Impact	Positions
Add 3.0 Community Program Specialist IV (equivalent Administrative Analyst II-Unclassified) positions to support COVID-19 grant budgeting, billing, and personnel services, offset by grant funds. (Health and Human Services)	-	3.00
Add a Community Program Specialist V (equivalent Administrative Analyst III-Unclassified) and a Community Program Specialist II (equivalent Assistant Administrative Analyst II-Unclassified) to support purchasing functions, offset by grant funds. (Health and Human Services)	-	2.00
Add a Community Program Specialist IV-Unclassified to perform data analysis to address various public health needs, offset by grant funds. (Health and Human Services)	-	1.00
Add a Special Projects Officer - Grants to manage finance and procurement oversight over COVID-19 emergency response, offset by grant funds. (Health and Human Services)	-	1.00
Add one Accountant II-NC, one Accounting Technician-NC, and one Accounting Clerk-NC to support various accounting needs including grants management, offset by grant funds. (Health and Human Services)	-	3.00
Address structural imbalances in the Health Fund by increasing budgeted revenues to align with actuals and eliminate various vacant positions. (Health and Human Services)	(1,589,439)	(6.00)
Transfer 2.0 Environmental Health Specialist Non-Career positions from the Cannabis Program in the General Fund to the Health Fund and align position duties to the appropriate funding sources. (Health and Human Services)	-	2.00

*For ease of review, all reallocations of resources within funds, offset adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Physicians Services Bureau

Key Services:

1. Clinical Services

- Family Planning Clinic
- Immunization / Travel Clinic
- Tuberculosis Care, Prevention & Control
- Community Outreach & Education
- STD Care, Prevention & Control
- HIV Testing and Care
- Communicable Disease Clinic
- Wellness
- Disease Diagnosis & Investigations

2. Laboratory Services

- Clinical Testing
- Environmental Testing

3. Birth and Death Records

- Monitor, Track & Report Community Health Status

Physician Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	5,467,387	8,736,310	7,926,720
Expenditures	8,121,693	15,111,856	12,258,477
FTEs	72.71	75.16	77.16

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

City Health Officer Bureau

Key Services:

1. City Health Officer Oversight

- Communicable Disease Control
- TB and STD Controller
- Public Health Emergency Preparedness

2. Disease Investigation & Control

- Epidemiology
- HIV and STD Surveillance
- Regulatory Communicable Disease Surveillance and Reporting

City Health Officers	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	2,620,092	4,368,489	1,379,888
Expenditures	2,266,746	5,520,497	2,572,828
FTEs	14.40	15.75	18.25

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*Adjusted Budget as of August 31, 2020

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Environmental Health Bureau

Key Services:

1. Retail Food Facility Inspection

- Food Safety Inspection
- Compliance / Enforcement
- Public and Retailer Education
- Tobacco Retail Enforcement and Education
- Adult-Use Cannabis Compliance and Enforcement

2. Lead Hazard Control Program / Healthy Homes and Asthma Initiatives

- Community Outreach & Engagement
- Lead Hazard Assessment and Remediation
- Home Health and Safety Assessments & Case Management
- Home Hazard Remediation
- In-Home Asthma Case Management Services, Outreach, and Education

3. Recreational Water Program- Beach/Public Pool/Cross Connection/Backflow and Recycled Water

- Water Sampling
- Inspection
- Mandated Reporting

- Public Education
- National Pollutant Discharge Elimination System (NPDES) Compliance and Enforcement

4. Hazardous Materials Inspection / Certified Unified Program Agency (CUPA)

- Facility Inspection
- Compliance / Enforcement
- Education/Outreach
- Emergency Response / HazMat Clean-up

5. Vector Control

- Mosquito Surveillance
- Treatment / Eradication
- Education / Outreach
- Other Vector Control Services, including rats, rodents, and bees

6. Environmental Health Plan Check-New Construction/Remodels

Environmental Health	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	6,303,444	5,899,649	6,818,040
Expenditures	6,743,332	13,725,244	8,886,318
FTEs	49.21	51.21	52.21

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*Adjusted Budget as of August 31, 2020

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Community Health Bureau

Key Services:

1. Nutrition Services

- Nutrition Education / Counseling / Teaching
- Eligibility Outreach
- Nutritional Access Certificate Issuance

2. Chronic Disease and Injury Prevention

- Obesity and Chronic Disease Prevention
- Nutrition Education and Physical Activity
- Healthy Neighborhoods and Livability Initiatives
- Bike and Pedestrian Safety Education
- Distracted Driving Prevention
- Tobacco Prevention & Education
- Drug Impaired Driving Prevention

- Cannabis Education and Responsible Cannabis Vendor Program

3. Nursing Services/Child and Family Health

- Public Health Nursing Assessments and Referrals
- Maternal, Child and Adolescent Health
- Childhood Lead Poisoning and Prevention Program
- Child Health Disability Program
- Oral Health Program
- Nurse Family Partnership
- Black Infant Health
- Senior Links
- Health Insurance Enrollment
- Field-Based Case Management and Education
- Early Childhood Education

Community Health	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	10,479,819	12,844,664	9,919,685
Expenditures	11,468,756	19,203,155	13,636,099
FTEs	101.31	100.56	103.80

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Human Services Bureau

Key Services:

1. Homeless Services

- Street Outreach and Case Management
- Interim and Permanent Housing Grants
- Supportive Services (e.g., Employment Training, Medical)
- Continuum of Care System Coordination
- Multi-Service Center Operations
- Prevention and Emergency Shelters Grants
- Homeless Services Advisory Commission Staffing

2. Community Impact

- Strengthening Families
- Fundamentals of Fatherhood Programming
- Field-Based Case Management

- Multidisciplinary Assessment and Referrals
- Community Outreach / Engagement
- Violence Prevention
- Gang Reduction Intervention and Prevention
- Human Dignity
- Human Trafficking
- Youth Development/ My Brother's Keepers
- Reentry Network Services – Alternatives to Incarceration
- Community Trauma Interventions – Place-Based Initiatives
- Long Beach Trauma and Resiliency Informed Initiative (internal to city structure)

Human Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	22,729,765	26,856,507	19,798,465
Expenditures	24,174,689	48,856,385	23,131,968
FTEs	70.60	75.60	80.00

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Housing Authority Bureau

Key Services:

1. Rental Assistance to Low Income Families & Special Needs Populations

- Housing Choice Voucher Program (HCV)
- Housing for Persons With AIDS (HOPWA)
- Shelter Plus Care (SPC)
- Veterans Affairs Supportive Housing (VASH)
- Non-Elderly Disabled (NED)
- Project Based Vouchers

2. Family Self Sufficiency

- Recruitment & Assessment
- Financial literacy and self-sufficiency courses
- Establishment and oversight of escrow account savings
- Retention, case management & referral services
- Client data management
- Initiate and monitor individual development account and opportunities

Housing Authority	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	91,342,692	93,014,644	91,503,610
Expenditures	89,620,404	97,198,173	93,045,836
FTEs	70.61	70.60	70.60

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Collective Impact and Operations Bureau

Key Services:

1. Executive Office Services

- Intergovernmental Coordination
- Special Projects
- Department Administration
- Elected Official Response
- Public Information Release & Response
- Collective Impact Efforts

2. Financial Services

- Fiscal Oversight / Budget Preparation
- General Accounting
- Audit Management
- Cost Allocation Planning
-

3. Grants and Contracts Management

- Grants Budgeting and Billing
- Contract Compliance and Processing
- Procurement

4. Personnel Services

- Payroll
- Personnel Transactions

- Safety
- Staff Development and Training

5. Policy, Planning, and Collective Impact

- Strategic Planning / Accreditation
- Quality Improvement
- Veterans Commission
- Funding Development
- Data and Outcomes Development and Tracking
- Health Equity

6. Facility Management and Improvement

- Facility Maintenance
- Capital Improvement Projects
- Space Planning

7. Technology

- Business Operations Improvement
- Technology Request Coordination

Collective Impact and Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	187,072	8,178,946	8,975,621
Expenditures	2,040,967	387,518	2,730,329
FTEs	28.40	32.90	44.00

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*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	5,819,681	5,800,000	5,800,000	5,800,000
Sales and Use Taxes	2,436,981	2,400,000	2,400,000	2,400,000
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	4,651,662	4,683,245	4,683,245	4,733,245
Fines and Forfeitures	-	-	-	-
Use of Money & Property	381,333	156,568	158,568	156,568
Revenue from Other Agencies	130,216,987	129,180,872	150,926,625	131,996,880
Charges for Services	861,797	1,074,780	1,074,780	1,074,780
Other Revenues	249,362	4,724,188	4,724,188	4,754,188
Intrafund Services	244,100	373,060	(9,084,187)	1,566,832
Intrafund Transfers	200,000	-	-	-
Interfund Services	450,109	229,283	229,283	229,283
Interfund Transfers	1,020,556	325,088	427,088	325,088
Other Financing Sources	-	-	-	-
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Total Revenues	146,532,567	148,947,084	161,339,590	153,036,863
Expenditures:				
Salaries and Wages	20,846,061	28,102,898	42,950,209	29,033,846
Employee Benefits	12,774,493	16,991,333	20,969,850	18,290,701
Overtime	661,623	275,237	55,364	275,237
Materials, Supplies and Services	97,478,236	104,610,096	146,829,074	105,797,093
Interfund Support	2,452,056	3,231,609	3,328,855	3,847,111
Intrafund Support	43,660	740	740	740
Capital Purchases	2,172,743	-	(2,104,512)	-
Insurance Premiums and Losses	2,000	150,150	148,150	150,150
Other Non-Operational Expenditures	23,832	-	-	-
Operating Transfers	8,974,827	-	(8,042,282)	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
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Total Expenditures	145,429,533	153,362,063	204,135,447	157,394,878
Personnel (Full-time Equivalents)	414.24	427.78	427.78	450.52

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director of Health and Human Services	1.00	1.00	1.00	225,107	225,107
Accountant II	1.00	1.00	-	73,506	-
Accountant III	1.00	1.00	2.00	87,085	165,917
Accountant II-NC	-	-	1.00	-	67,472
Accounting Clerk II	1.00	-	-	-	-
Accounting Clerk II - NC	1.00	-	-	-	-
Accounting Clerk III	1.00	3.00	3.00	141,108	146,383
Accounting Clerk III-NC	-	-	1.00	-	43,849
Accounting Technician	1.00	2.00	2.00	110,141	115,256
Accounting Technician-NC	-	-	1.00	-	50,776
Administrative Aide II	3.00	2.00	2.00	115,859	115,865
Administrative Analyst II	1.00	2.00	3.00	147,596	235,974
Administrative Analyst III	6.00	6.00	7.00	515,917	626,796
Administrative Housing Program Officer	1.00	1.00	1.00	113,549	113,549
Administrative Intern - NC/H36	1.71	1.71	1.71	56,768	56,761
Administrative Intern - NC/H40	1.00	1.00	1.00	40,166	40,162
Administrative Intern - NC/H44	7.25	7.25	7.00	371,972	359,106
Administrative Intern - NC/H45	1.59	0.89	0.89	48,065	48,059
Administrative Officer	1.00	1.00	1.00	112,576	112,576
Assistant Administrative Analyst II	4.00	6.00	4.00	377,591	246,723
Building Services Supervisor	1.00	1.00	2.00	58,265	105,751
Case Manager III	15.00	16.00	16.00	772,147	776,984
City Health Officer	1.00	1.00	1.00	191,017	191,017
Clerk Typist I	-	1.00	1.00	36,114	36,114
Clerk Typist III	4.00	5.00	5.00	241,357	241,358
Clerk Typist II-NC	1.00	1.00	1.00	38,762	38,758
Clerk Typist IV	1.00	1.00	-	45,092	-
Clinical Services Officer	1.00	1.00	1.00	118,653	118,653
Community Program Specialist I	4.00	5.00	5.00	273,050	275,920
Community Program Specialist II	7.00	7.00	11.00	458,022	710,137
Community Program Specialist III	13.00	15.00	15.00	1,130,312	1,140,468
Community Program Specialist IV	4.00	4.00	9.00	312,255	681,729
Community Program Specialist V	3.00	4.00	6.00	347,393	522,735
Community Program Technician I	1.00	1.00	1.00	46,791	49,481
Community Program Technician II	1.00	1.00	1.00	44,017	44,017
Community Program Technician III	9.00	8.00	9.00	441,941	492,162
Community Worker-NC	7.29	5.54	5.54	199,346	205,907
Counselor II	6.00	6.00	5.00	339,586	284,154
Customer Service Representative II	2.00	2.00	2.00	90,880	92,999
Development Project Manager II	1.00	1.00	1.00	104,116	104,116
Environmental Health Operations Officer	1.00	1.00	1.00	108,243	108,243
Environmental Health Specialist II	6.00	8.00	8.00	551,289	575,367
Environmental Health Specialist III	11.00	10.00	11.00	806,534	861,893

Personnel Summary

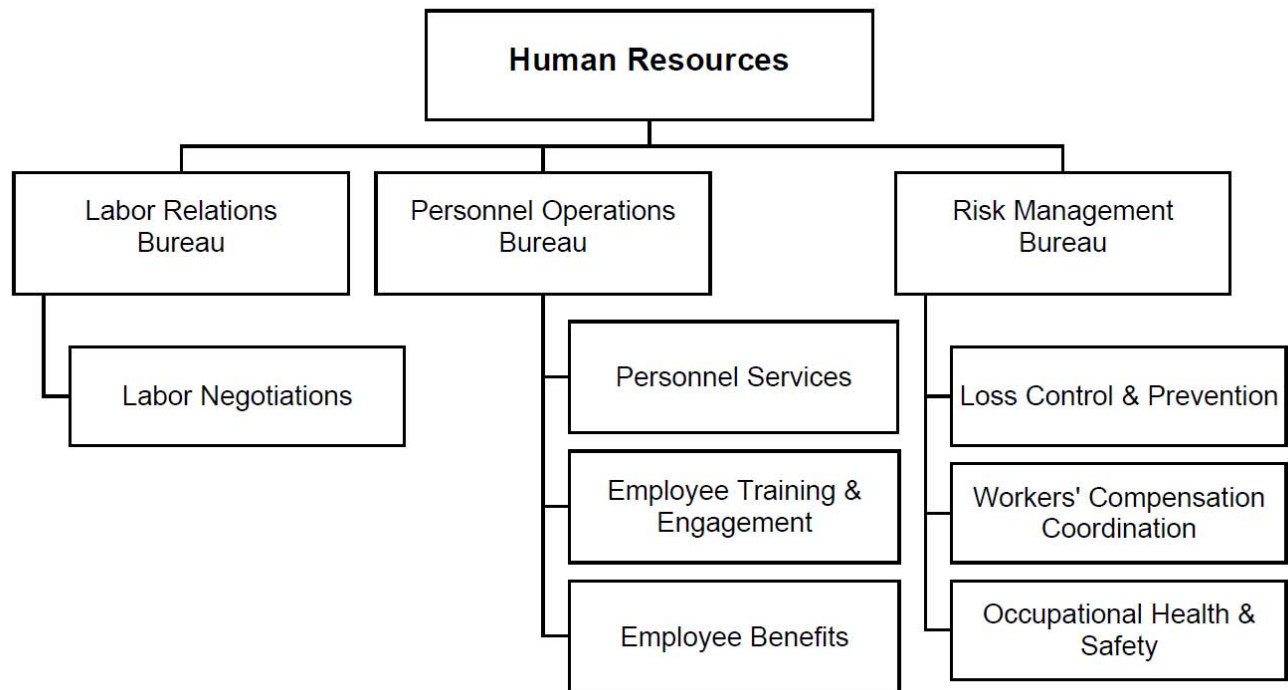
Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Environmental Health Specialist IV	2.00	3.00	3.00	258,484	262,718
Environmental Health Specialist-NC	3.00	3.00	2.00	168,217	112,132
Epidemiologist-Supervisor	1.00	1.00	-	71,285	-
Executive Assistant	1.00	1.00	1.00	68,239	68,239
Financial Services Officer	1.00	1.00	1.00	112,576	112,576
General Maintenance Supervisor I	-	1.00	-	52,722	-
General Maintenance Supervisor II	-	-	1.00	-	58,276
Hazardous Materials Specialist I	3.00	3.00	3.00	243,873	229,146
Hazardous Materials Specialist II	1.00	1.00	1.00	87,085	87,085
Hazardous Waste Coordinator	1.00	1.00	1.00	87,085	87,085
Health Educator I	14.00	13.00	14.00	520,108	559,457
Health Educator II	30.00	32.00	41.00	1,890,244	2,372,374
Homeless Services Officer	1.00	1.00	1.00	115,887	115,887
Housing Aide I	6.00	5.00	4.00	194,519	155,615
Housing Aide II	9.00	10.00	11.00	497,402	541,563
Housing Assistant Coordinator	5.00	5.00	6.00	384,441	462,061
Housing Specialist II	14.00	14.00	14.00	767,098	759,681
Housing Specialist III	12.00	12.00	12.00	677,874	705,810
Laboratory Assistant II	0.50	0.50	0.50	22,566	23,815
Laboratory Services Officer	1.00	1.00	1.00	118,986	118,986
Maintenance Assistant I	1.00	1.00	9.00	40,084	327,300
Maintenance Assistant II	1.00	1.00	1.00	40,010	45,231
Maintenance Assistant III-NC	1.00	1.00	1.00	38,966	41,951
Maintenance Assistant I-NC	3.00	3.00	0.75	119,821	32,250
Manager - Collective Impact and Operations	1.00	1.00	1.00	132,650	132,650
Manager - Community Health	1.00	1.00	1.00	131,588	131,588
Manager - Environmental Health	1.00	1.00	1.00	132,306	132,306
Manager - Housing Authority	1.01	1.00	1.00	137,958	137,958
Manager - Human Services	1.00	1.00	1.00	131,588	131,588
Manager - Preventive Health	-	1.00	1.00	131,588	131,588
Medical Assistant I	2.00	2.00	2.00	68,193	71,589
Medical Assistant II	5.00	5.00	5.00	254,213	257,560
Medical Social Worker II	1.00	1.00	1.00	74,865	74,865
Members Boards and Commissions	-	-	-	1,200	-
Microbiologist I	0.41	0.41	0.41	25,767	25,767
Microbiologist II	4.00	3.00	3.00	235,191	235,198
Microbiologist III	-	1.00	1.00	87,103	91,688
Nurse II	8.00	8.00	8.50	650,050	796,900
Nurse II-NC	2.00	2.00	1.50	145,590	113,560
Nurse Practitioner	3.00	3.00	3.00	305,458	350,556
Nursing Services Officer	1.00	1.00	1.00	113,549	113,549
Nutrition Aide I	3.00	3.00	3.00	124,119	124,119
Nutrition Services Officer	1.00	1.00	1.00	121,910	121,910

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Operations Housing Program Officer	1.00	1.00	1.00	108,120	108,120
Outreach Worker I	5.25	5.25	5.25	186,756	186,755
Outreach Worker II	16.00	17.00	11.00	821,568	545,759
Payroll/Personnel Assistant III	1.00	1.00	1.00	50,636	56,800
Physicians Assistant	1.00	-	-	-	-
Public Affairs Officer	-	1.00	1.00	76,816	76,816
Public Health Associate I	3.76	3.76	2.00	127,402	70,682
Public Health Associate II	14.72	14.72	15.72	706,131	746,381
Public Health Associate III	24.00	23.00	22.00	1,590,713	1,570,816
Public Health Nurse - NC	1.00	1.00	1.00	65,839	75,707
Public Health Nurse II	6.00	6.00	9.00	471,980	811,187
Public Health Nurse III	4.00	4.00	3.00	353,894	306,161
Public Health Nurse Supervisor	1.00	1.00	3.00	98,975	299,707
Public Health Nutritionist I	6.00	6.00	5.00	381,333	324,207
Public Health Nutritionist II	5.00	5.00	5.00	355,811	370,149
Public Health Nutritionist III	1.00	1.00	1.00	89,359	89,359
Public Health Physician	1.00	2.00	2.00	325,584.89	325,585
Public Health Professional - NC	0.75	0.75	0.75	36,986	36,982
Public Health Professional I	-	1.00	2.00	76,087	143,242
Public Health Professional II	19.00	19.00	16.00	1,559,999	1,343,363
Public Health Professional III	4.00	4.00	4.00	354,033	349,392
Public Health Registrar	1.00	1.00	1.00	51,546	51,546
Secretary	6	6	6	295,158	297,766
Senior Accountant	1	1	1	96,505	96,505
Special Projects Officer	4	4	4	415,366	427,335
Special Services Officer II - NC	1.5	1.5	1.5	70,145	70,138
Stock and Receiving Clerk	1	1	1	45,083	45,083
Vector Control Specialist II	2	2	2	123,203	130,694
X-Ray Technician	0.5	0.5	0.5	30,624	30,624
Subtotal Salaries	414.24	427.78	450.52	27,840,301	29,869,331
Overtime	-	-	-	275,237	275,237
Fringe Benefits	-	-	-	16,396,999	17,671,804
Administrative Overhead	-	-	-	594,335	642,246
Attrition/Salary Savings	-	-	-	(30,218)	(944,450)
Expenditure Transfer	-	-	-	292,815	85,615
Total	414.24	427.78	450.52	45,369,468	47,599,784



Human Resources



Fred Verdugo, Acting Director

Dana Anderson, Acting Deputy Director, Personnel Operations

Vacant, Manager, Labor Relations

Joleen Richardson, Manager, Risk Management

Department Overview

Mission:

To provide leadership and operational support to City departments to enhance their ability to recruit and retain a qualified, diverse workforce and to effectively manage labor relations and business risks.

Core Services:

- Provide the leadership and operational support needed to attract, retain and develop a qualified and diverse workforce so that all City departments can effectively and efficiently provide their core services to the community, meet their operational goals and provide exceptional service.
- Protect the City's assets and promote sustainable management of the City's resources through effective risk management and long-term planning.
- Preserve the City's investment in its workforce through higher retention rates by providing fair compensation, benefits, career development and training, and a respectful employee-friendly workplace.
- Evaluate and improve processes, including rules and organization structure that inhibit our ability to staff critical functions and services.
- Fostering positive alliances between labor and management, working together to improve internal collaboration, employee involvement, morale, and customer service in the City.

FY 21 Focus:

In FY 21, the Human Resources Department (Department) will continue to support City departments, so they can fill vacancies in a timely manner and retain a diverse and qualified workforce while limiting the City's liability by ensuring compliance with government regulations.

As part of the FY 21 Budget, the Department will continue its partnership with the Technology & Innovation Department in the implementation of the City's new Enterprise Resource Planning System, "LB COAST." The Human Resources/Personnel component was delayed in 2020 due to the COVID-19 pandemic. However, with the new personnel measures in place, the Department plans on deploying significant staff resources for the deployment in 2021. Human Resource staff has been dedicated to the project since July 2017. The implementation of the new financial and human resource systems will allow the City to be more efficient in the use of our resources and will modernize many of our processes, in accordance with Mayor Garcia's vision for the City.

The Department will also continue to offer citywide training and development opportunities, recruitment and retention activities, and organizational development services so employees can strengthen their skills in preparation for leadership roles. Also, the Department is working to enhance a training program to increase the use of technology, implement industry best practices and link training to core competencies. The Department is also developing an employee engagement plan aimed at reducing employee turnover and increasing job satisfaction.

In addition, the Department will continue to provide other departments with safety training and consultations, facility inspections, accident monitoring and reporting, policy development, mitigation of workplace hazards, reduction of injuries and vehicle accidents, and ensure compliance with Cal-OSHA and other safety regulations. The Department, in its support of all differently-abled employees, strives to continue to be in compliance with state and federal disability laws, ensuring employees are informed regarding their benefits and their responsibilities.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Total annual turnover rate of the permanent workforce (classified & unclassified) for all types of departures	6.4%	7.0%	13.11%	7.0%

The data reflects resignations, dismissals, deaths, layoffs and retirements, among other types of departures. The turnover rate is reported by calendar year rather than fiscal year. At this time, it is difficult to gauge the turnover rate for calendar year 2020. The rate is heavily influenced by retirements, with a high number of retirements occurring in December.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Percentage of grievances that come to HR and are resolved at the HR level	78.6%	100%	50%	100%

The Department makes every effort to resolve each grievance it receives. By resolving grievances internally, the City demonstrates its commitment to upholding the terms of the MOUs with employee organizations. In addition, the City saves time and other resources by handling grievances internally rather than through arbitration. Human Resources will continue to handle grievances expeditiously and with great diligence for the remainder of FY 21 and through FY 22 in order to achieve a 100 percent resolution rate.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Injury and Illness Incident Rate per 100 Employees (Cal-OSHA)	4.6	9.0	4.2	7.0

The Occupational Safety and Health Administration (OSHA) established this measure so that agencies may assess their safety performance compared to other entities. Injuries and illnesses resulting in death, loss of consciousness, restriction of work duties, and transfer of duties, lost workdays or medical treatment beyond first aid are reported. The rate is an estimate based on the calendar year rather than fiscal year and has been declining for the last 5 years.

FY 20 Accomplishments

Labor Relations

- Successfully completed the contract negotiations for all 12 existing labor associations. The agreements include a phased-in approach for structural wage increases that are in line with the needs of each bargaining unit to remain competitive with other public sector agencies in their respective fields as well as key benefit enhancements to assist employee's in balancing work and personal lives.
- As part of the contract negotiations processes, Labor Relations also negotiated cost-savings measures that will assist with mitigating the financial impact of the COVID-19 pandemic, including Furloughs in FY21, Accrual Reductions, and CALPERS Cost-Sharing agreements with some classic safety groups.
- Successfully assisted with the meet and confer process for the implementation of the City's COVID-19 pandemic response, including but not limited to the following: temperature checks, reassignments, work safety measures, emergency contract services and reduction in force.
- Successfully resolved approximately two (2) unfair labor practice charges filed against the City through the Public Employment Relations Board (PERB).
- Successfully facilitated multiple labor relations workshops for City management regarding the obligation to meet and confer and legal compliance.
- Successfully led and/or assisted departments with the completion of over 50 meet and confer processes with pertinent associations.
- Successfully responded to over 146 information requests from associations in the meet and confer process, external parties through the PRA process, and partner agencies through direct labor inquiries.

Employee Development

- The Department of Human Resources partnered with The Long Beach LGBTQ Center to provide Best Practices for an LGBTQ+ Inclusive Workforce training. This workshop helped to raise awareness on the value of collaborating with people of different cultures, genders, beliefs, experiences and ideas.
- To accommodate more employees, New Employee Orientation transitioned from a quarterly orientation, to a monthly session being held inside council chambers. Due to the pandemic, NEO quickly adjusted to the new norms and went virtual to allow for a quick, efficient and cost-effective response to the pandemic, all in efforts to keep new employees connected. Approximately over 225 employees have attended New Employee Orientation.
- Sexual Harassment Prevention training is an EEO training: California law requires employers with five or more employees to provide at least two hours of sexual harassment and abusive conduct training to all supervisory employees and at least one hour of such training to all nonsupervisory employees, once every two years. The deadline to train all employees was December 31, 2020. To meet this requirement, multiple in-person sessions have been held, and due to the pandemic, a virtual training has been provided. The Department has trained over 4,200 employees.
- Successfully transitioned the New Employee Orientations (NEOs) quickly and efficiently to an online platform as an efficient and cost-effective response to the pandemic and the need to keep our new employees connected.

FY 20 Accomplishments

- Implemented two all-day training academies for the Administrative Officers and Payroll/Personnel Assistants to educate staff regarding best practices, procedures, and legal requirements, etc. and continue to reinforce that training through bi-monthly brown lunches and teleconferences on various topics.

Occupational Health & Safety

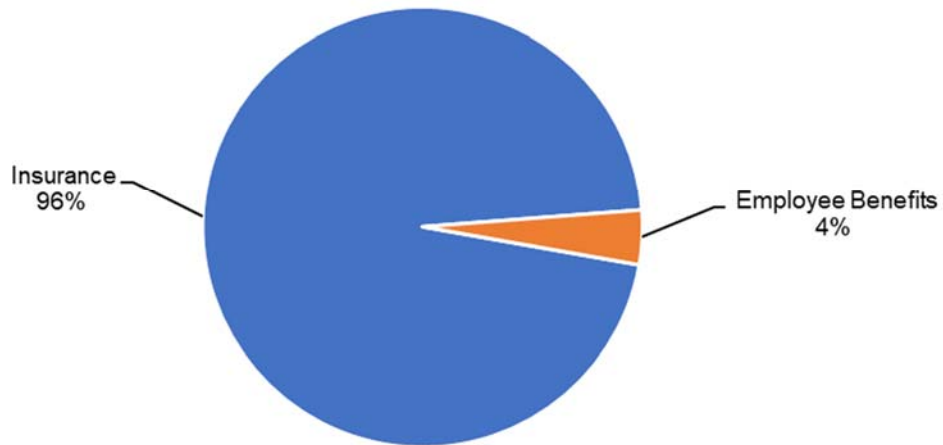
- Provided COVID-19 contact tracing and risk assessments for 706 City Employees and counting as the pandemic continues.
- 7,043 total encounters (inclusive of post-offer physical examinations, new injury assessments and follow-up appointments).
- 583 encounters for pre-employment physicals 10/1/19 – 9/30/2020 (this includes lab appointments with medical assistants).
- Administered 703 Tuberculosis (TB) skin tests.
- Administered over 498 free flu vaccines to the City's First Responders and Healthcare personnel.
- 202 DOT Driver Physicals conducted 10/1/2019 – 9/30/2020.
- 105 Hazmat Physicals (this includes lab appointments with medical assistants.) 10/1/2019 - 09/30/2020.
- Conducted 38 COVID-19 related safety protocol walkthroughs throughout the City.
- Conducted a Job Hazard Analysis of the fire boat painting for the City's Fire Department.
- Conducted 26 playground inspections throughout the City ensuring that residents and their children have a safe play environment.

Benefits Administration

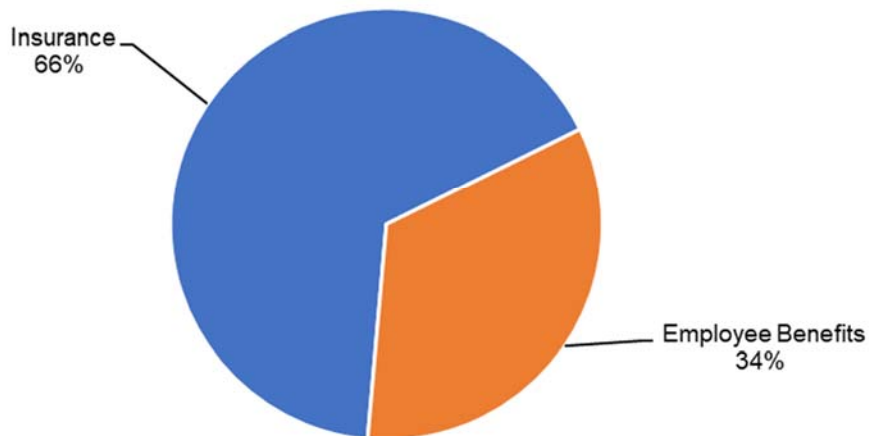
- COVID-19 Related Leaves – in response to the COVID-19 pandemic and subsequent shutdown in March, the City implemented 80 hours of paid sick leave for employees who experienced a COVID-19 work related exposure prior to the federal FFCRA leave law, which was later passed in April 2020.
- Health Advocate was implemented in August 2020 and provides employees and retirees with personalized concierge services to assist with navigating the complexities of healthcare. Staffed by health and medical experts, Health Advocate helps motivate individuals to take an active role in their health. Services provided include member education, assistance with understanding medical bills, second opinions, medical records transfers, appeals and more.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
Insurance	2,736,171	10,093,958	(7,357,787)
Employee Benefits	114,000	5,132,243	(5,018,243)
Total	2,850,171	15,226,201	(12,376,030)

Summary of Changes*

EMPLOYEE BENEFITS FUND GROUP		
	IMPACT	POSITIONS
Reduce budget for specialized labor relations consulting, impacting the department's ability to respond to meet and confer issues, PERB charges and appeals.	(11,507)	-
INSURANCE FUND GROUP		
	IMPACT	POSITIONS
Eliminate a Clerk Typist III in the Safety Division to reflect reorganization of the Division.	(87,002)	(1.00)
Reduce budget for on-line safety training, now offered as a free service to the City through an insurance consortium.	(58,250)	-
Upgrade a Non-Career Clerk Typist III to a full-time Clerk Typist III in the Occupational Health & Safety Division to support COVID-19 screening for City employees and support the emergency Live Scan services, offset by a reduction in budget for service contracts.	-	0.50

*For ease of review, reallocations of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Executive Office Bureau (Director)

Key Services:

1. Department Budget Administration

- Budget Development
- Budget Monitoring
- Payment Processing Approval

2. Leadership & Analysis

- Project Management
- Policy and procedure development
- Executive management requests
- Department administration

3. Office Management & Communications

- Council letters
- Interdepartmental communications
- Clerical supervision
- Subpoena coordination

4. Personnel Services

- Payroll
- Personnel Transactions

Executive Office	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	100,437	-	-
Expenditures	1,303,547	1,907,091	1,622,614
FTEs	3.20	3.20	3.20

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Labor Relations Bureau

Key Services:

1. Citywide Labor Relations

- Develop strategies for labor negotiations
- Research & analyze data
- Labor contract (MOU) implementation and administration; provide training to departments on labor obligations
- Keep current on continuously evolving labor trends
- Process and oversight of grievances
- Conduct Meet & Confer meetings with labor associations/unions
- Research evaluate impacts of, & implement new laws, policies, rules and regulations governing employee and labor relations
- Provide data, reports and documents for associations/unions, management and City Council
- Ensure departments comply with labor laws, policies, rules and regulations
- Conduct Contract Negotiations/Discussions
- Facilitate relationships between labor and management through Labor/Management Committees
- Public Records Act Coordination.
- Provide representation on labor actions in various judicial forums

Labor Relations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	-	-
Expenditures	1,013,692	990,361	1,001,253
FTEs	6.00	6.00	6.00

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Personnel Operations Bureau

Key Services:

1. Citywide Employee Relations

- Train Department staff on personnel related matters
- Provide direction, support, and consultation to City departments on personnel & discipline issues
- Ensure implementation of City Manager directives and City Council's resolutions on all HR issues
- Conduct classification and/or compensation studies
- Provide representation on personnel actions in various judicial forums
- Research, evaluate the impacts, and implement new laws, policies, rules and regulations governing employee relations
- Coordinate employee reductions in force
- Provide liaison to Civil Service Commission for City Manager departments
- Ensure departments comply with current and new labor laws, policies, rules and regulations
- Develop and amend classification specifications

2. Citywide Personnel Administration

- Administer, maintain, update and validate HRMS system
- Process, review, and track all personnel transactions
- Maintain personnel files
- Support and train departments with detailed personnel processes and procedures
- Coordinate, research and evaluate new systems or system updates

3. Oversee the Administration of the City's Equal Employment Opportunity Plan (EEO)

- Oversee City's internal complaint resolution process
- Investigate/monitor the investigation of EEO complaints
- Process City's response to complaints filed with outside regulatory agencies for EEO
- Oversee the implementations or revisions of policies and procedures for EEO

- Administer Sexual Harassment Training (Certified Trainer)
- Respond to internal and external inquiries
- Generate status reports for City Manager, Mayor and City Council
- Monitor Citywide & Departmental EEO stats
- Prepare EEO Plan every 3 years

4. Organizational and Professional Development

- Assess training and development needs
- Establish training and development criteria
- Schedule trainings/workshops/programs
- Oversee training attendance and participation
- Implement and manage employee recognition programs

5. Oversee/Coordinate Health, Dental & Life Insurance Benefits

- Administer health & dental plans
- Coordinate benefits-related training for departmental PPA's
- Oversee annual charity drive process
- Oversee Open Enrollment process
- Respond to employee/retiree inquiries & complaints
- Oversee Flexible Spending Program
- Oversee Disability and Unemployment claims processing
- Oversee Citywide Wellness Program and committee

6. Oversight/Coordination of Retirement Counseling

- Monitor/update retirement information
- Coordinate retirement counseling workshops & training

7. Integrated Disability Management/Return to Work Coordination

- Liaison to departments and managers
- Serve as Subject Matter Expert to departments
- Case Management to ensure compliance with state and federal Disability law

Personnel Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	152,738	114,000	114,000
Expenditures	3,522,211	3,154,301	3,189,946
FTEs	18.50	19.50	19.50

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

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Risk Management Bureau

Key Services:

1. Loss Control and Safety Assessments

- Conduct IAQ & IH investigations
- Coordinate DOT random drug/alcohol program
- Recordkeeping
- Assist with incident investigations and corrective actions

2. Risk Management/Insurance/Risk Transfer

- Review insurance certificates and endorsement for compliance
- Review contracts and lease language
- Provide third-party requests for evidence of City's self-insurance coverage
- Preparation of departmental allocations
- Purchase insurance policies for the City
- Conduct Risk Assessments for City projects

3. Workers' Compensation Coordination/Injury Reporting & Monitoring

- Liaison to Employees, Managers and Claims Office for Workers Compensation
- Serve as Subject Matter Expert to Departments.
- Worker's Compensation Training for departments

- Oversee the path of the claimant to completion (i.e. return to work, retirement)

4. Safety Training, Procedures and Inspections

- Track safety performance of City Departments
- Create, review & revise safety policies/procedures
- Assess, develop and provide training
- Performs annual inspections of all City facilities

5. Occupational Health

- Medical care for injured employees
- Random drug testing
- Vaccinations
- Pre-Placement physicals
- OSHA compliance exams
- Counseling for employees

6. Emergency Preparedness Services

- Oversees the City Automated External Defibrillator Programs
- Emergency food and water
- Coordinates Citywide Floor Warden Program and training
- Assist City facilities with evacuation drills

Risk Management	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	1,517,025	1,146,334	2,736,171
Expenditures	7,825,686	6,609,097	9,412,387
FTEs	17.30	17.30	16.80

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

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Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	-	5,000	5,000	5,000
Revenue from Other Agencies	75,477	-	-	-
Charges for Services	-	-	-	-
Other Revenues	469,757	304,000	304,000	304,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	1,200,443	951,334	951,334	2,541,171
Interfund Transfers	100,000	-	-	-
Other Financing Sources	-	-	-	-
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Total Revenues	1,845,677	1,260,334	1,260,334	2,850,171
Expenditures:				
Salaries and Wages	4,095,456	4,234,151	4,234,151	4,293,690
Employee Benefits	2,066,686	2,652,494	2,652,494	2,701,125
Overtime	40,760	9,850	9,850	9,850
Materials, Supplies and Services	1,438,434	1,179,330	1,538,885	1,234,675
Interfund Support	1,187,682	1,010,156	1,010,156	946,958
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	4,428,544	3,191,482	3,191,482	6,039,903
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	407,574	23,833	23,833	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
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Total Expenditures	13,665,136	12,301,295	12,660,850	15,226,201
Personnel (Full-time Equivalents)	45.00	46.00	46.00	45.50

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

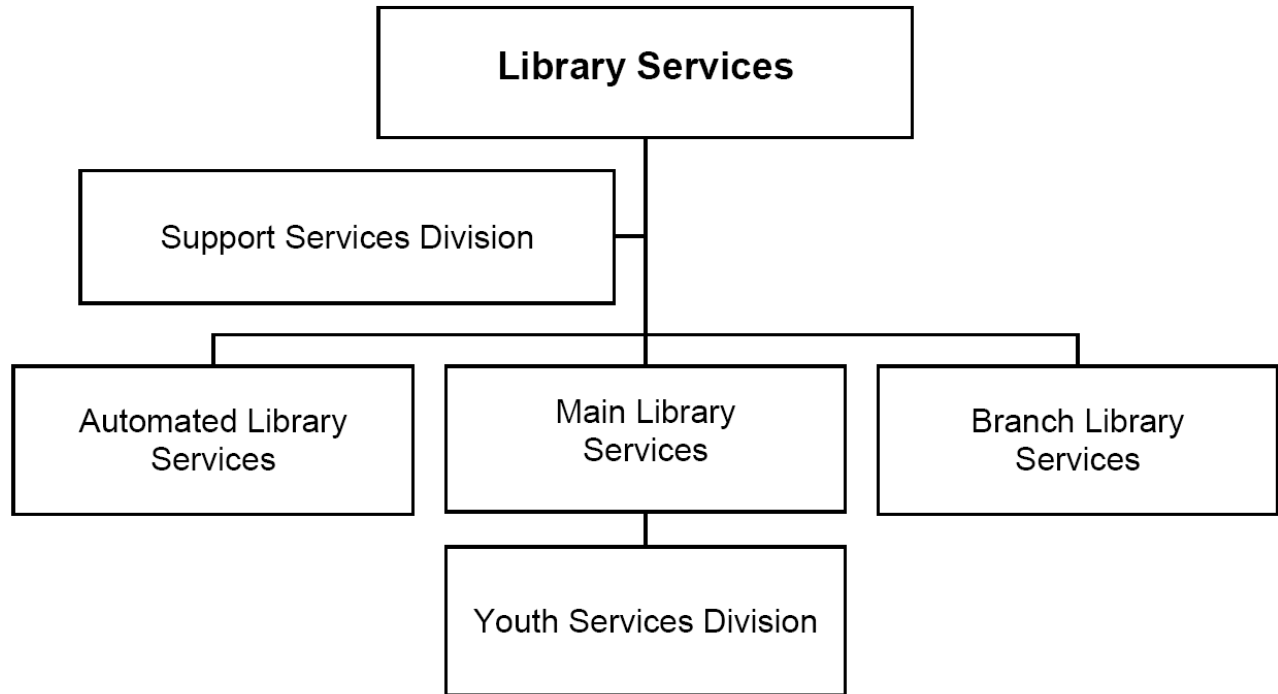
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Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director of Human Resources	1.00	1.00	1.00	222,945	225,460
Administrative Aide II-Confidential	1.00	2.00	2.00	125,667	125,667
Administrative Analyst III-Confidential	4.00	4.00	4.00	360,449	368,331
Administrative Analyst IV-Confidential	1.00	-	-	-	-
Assistant Administrative Analyst II-Conf	3.00	3.00	3.00	230,234	224,596
City Safety Officer	1.00	1.00	1.00	127,397	127,397
Clerk Typist III	1.00	1.00	2.00	51,546	97,781
Clerk Typist III-Confidential	3.00	2.00	1.00	93,444	41,898
Clerk Typist III-NC	0.50	0.50	-	20,871	-
Department Safety Officer	1.00	1.00	1.00	108,401	108,401
Deputy Director of Human Resources	1.00	1.00	1.00	183,663	183,663
Executive Assistant	1.00	1.00	1.00	72,702	72,702
Human Resources Officer	5.00	6.00	6.00	730,744	730,791
Manager-Labor Relations	1.00	1.00	1.00	160,083	160,083
Manager-Risk Management	1.00	1.00	1.00	160,083	160,083
Nurse II	2.00	2.00	2.00	174,171	200,297
Occupational Health Services Officer	1.00	1.00	1.00	186,595	186,595
Personnel Analyst III-Confidential	6.00	6.00	6.00	531,409	561,356
Personnel Analyst IV-Confidential	3.00	3.00	3.00	290,258	312,348
Personnel Assistant II-Confidential	1.00	1.00	1.00	62,834	53,530
Public Health Physician	1.00	1.00	1.00	180,480	180,480
Safety Specialist I-Confidential	1.00	1.00	1.00	72,026	74,865
Safety Specialist II-Confidential	1.00	1.00	-	87,085	-
Safety Specialist III Confidential	1.00	1.00	2.00	101,530	203,061
Secretary-Confidential	2.00	2.00	2.00	110,892	110,892
Special Projects Officer	-	1.00	1.00	109,996	112,046
X-Ray Technician	0.50	0.50	0.50	30,624	30,624
Subtotal Salaries	45.00	46.00	45.50	4,586,127	4,652,944
Overtime	-	-	-	9,850	9,850
Fringe Benefits	-	-	-	2,554,426	2,600,794
Administrative Overhead	-	-	-	98,067	100,331
Attrition/Salary Savings	-	-	-	(78,353)	(78,353)
Expenditure Transfer	-	-	-	(273,623)	(280,901)
Total	45.00	46.00	45.50	6,896,494	7,004,665



Library Services



Glenda Williams, Director of Library Services

Susan Jones, Manager, Billie Jean King Main Library Services

Cathy De Leon, Manager, Branch Library Services

Christine Hertzell, Manager, Automated Library Services

Department Overview

Mission:

The Department of Library Services is committed to meeting the learning and information needs of our culturally diverse and dynamic population. The department provides quality library services with professional staff that is responsive, expert, and who take pride in providing public service. It offers a wide selection of resources and materials representing all points of view. It supports learning for a lifetime, intellectual curiosity, and free and equal access to information.

Core Services:

- Innovatively provide a full range of library materials and services to the general public
- Ensure that all people have free and convenient access to all library resources and services that might enrich their lives
- Provide productive learning for a lifetime, reading and enrichment opportunities for our community
- Effectively utilize specialized library technology in the selection, organization and delivery of information, including electronic and online education and information resources

FY 21 Focus:

The Library Services Department (Department) provides access to library resources and services by implementing innovative service models at all libraries – including the new Billie Jean King (BJK) Main Library, providing educational enrichment programs, pursuing and maintaining community partnerships that strengthen library services, implementing enhanced library technology, and ensuring that libraries are a safe place to learn, explore and create. The method these services were provided changed during FY 20 due to the COVID pandemic. Staff quickly transitioned programming online. Additionally, LBPL To Go, a curbside library materials check-out service was launched, and with that Capira Curbside technology was implemented enabling online appointments for patrons. A To Go printing service is also anticipated for patrons in FY 21.

Once the libraries fully reopen after the COVID pandemic, FY 21 will continue to be a transformative year for the Department. The new BJK Main Library features expanded innovative programs, services and spaces; continuing to create opportunities to approach and engage the community in exciting new ways. Additionally, the Department will continue exploring and implementing services and partnerships addressing the needs of people experiencing homelessness, mental health challenges and substance addiction.

The Department also plans to continue transforming technologically. In FY 21, the Department will implement new technologies to create and enhance operational efficiencies, such as offering Chromebook and Mifi devices to checkout thanks to Verizon, resulting in better services to the community. Also anticipated is a new Library app, more streamlined ebook access, a new digital resource for expanded access to local historic newspapers, and more efficient printers and copiers for public use thanks to the Library's partnership with the City's Technology and Innovation Department.

The Library Services Department's primary goal remains to be a public education institution and an active partner in learning for a lifetime within the Long Beach community, as codified in the 2017-2020 Strategic Plan. Library staff made great strides in that direction since FY 19 and will continue working to fulfill identified objectives that will better position the Library as a public education institution within the community.

Lastly, educational opportunities in the Family Learning Centers (FLCs) will emerge due to grant-funding as well as continuing to offer STEM (Science, Technology, Engineering and Math) and other innovative technology classes and workshops offered by The Studios at the Main and Michelle Obama Libraries and Mobile Studio Learning Lab. Once deemed safe after the COVID pandemic, the Speed Reader mobile bike will continue pedaling beyond the Library's walls, engaging the Long Beach community at local events, schools, parks and gathering places. Online tutorials assisting residents using internet resources will remain available. New and existing partnerships will remain a high priority, as well as citywide initiatives. And, as always, the Department will work with community partners to find ways within the budget to support and potentially expand services to meet the continued demand for library services.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of Library Resources Accessed/Used	5,448,902	4,800,000	3,157,698	4,500,000

Total resources used include materials borrowed and used in-house, website hits, electronic database usage and computer sessions. The FY 20 estimate is significantly less than FY 19 since the libraries were closed half the fiscal year due to the COVID pandemic, although these numbers include the LBPL To Go program pickups. The FY 21 projection anticipates remaining closed for a portion of the fiscal year.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of patrons served	947,065	950,000	474,657	600,000

Typically, under normal non-COVID pandemic circumstances, more than 3,000 patrons are welcomed each day at the 12 libraries to use an extensive collection of library materials and resources, meeting and training venues, community information resources, and take advantage of information assistance, special programs and library services, which was jeopardized in FY 20 due to the COVID pandemic. This previously included Sunday hours at four branch libraries (which were not funded for FY 21). While the FY 20 estimate includes the new Billie Jean King Main Library attendance, it also accounts for being closed due to the pandemic for approximately half the fiscal year, which the FY 21 projection anticipates.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of answers provided	197,864	250,000	206,555	250,000

Library patrons of all ages request and receive personalized information assistance from professional librarians and expert staff by telephone, email, and in person. This service remained available via phone and email despite the COVID pandemic. Staff also provide instruction in the use of materials, collections and services, recommendations for materials and resources, tours and orientations, and assistance with computers, adaptive resources, and specialized equipment. Virtual reference options will continue allowing patrons to communicate with professional librarians from a variety of mobile and computer devices.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of youth served through Library Literacy Development programs	93,162	78,000	41,863	80,000

Several literacy programs are provided citywide for youth, from birth to age 18, by professional librarians who are responsible for the selection of appropriate print and virtual materials, research-based programs, best practices, reader's advisory, homework help, and technology assistance to patrons and students of all ages. Many, but not all of these services, transitioned online during the COVID pandemic, which accounted for the reduced estimate.

FY 20 Accomplishments

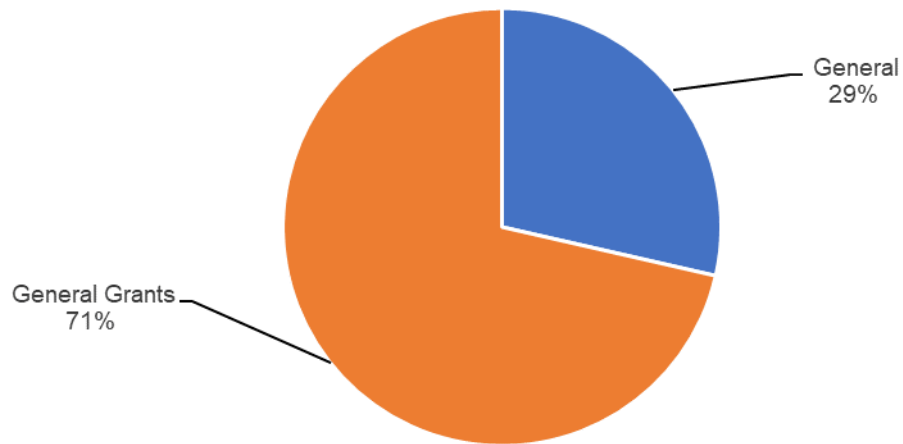
- More than 14,000 new library cardholders were added in FY 20. A library card provides free access to computers, electronic materials, the Internet, books, media, and magazines.
- Nearly 500,000 patrons visited Long Beach libraries between October 2019 and March 2020, at which time the COVID pandemic closed libraries to patrons, which attendance aligned with pre-pandemic statistics. Thereafter, LBPL To Go generated more than 6,500 materials pick-ups.
- More than 1 million library resources were used/accessed during the year.
- Staff answered more than 200,000 requests for information in person, by phone, and email, including more than 66,000 tech-related questions. There has also been an increased demand for reference services via social media.
- Approximately 80,000 books, DVDs, CDs, and videos were delivered between libraries every month, increasing patron convenience, as well as reducing pollution, travel costs and time for library patrons.
- Approximately 250,000 downloads (20,000+ per month) of audio and e-books were borrowed via the Library's website, which was especially popular during the COVID pandemic. Patrons can access and borrow audio and electronic books (e-books) through computers, smart phones, e-readers, and tablets at www.lbpl.org.
- Launched new resources in the LBPL Digital Library, including:
 - Udemy - on demand video learning on a variety of creative, professional, and educational topics (which was used to support telework for staff City-wide in the early days of the COVID pandemic);
 - Chilton Library - car repair manuals;
 - Enki - simultaneous use ebooks; and
 - Homework Central - consists of six different resources to support K - 12 learning.
- Streamlined children's ebook access by shifting platforms based on patron feedback, resulting in drastically increased access (annual circulation more than doubled in the first month alone)
- Two staff presented the Khmer Cataloging Project at the annual Public Library Association (PLA) conference as a model for identifying, engaging, and serving diverse communities within library service areas.
- The LBPL mobile app usage averaged 69,000 monthly searches, allowing patrons to manage their account, request materials, and stay up to date on the newest materials at the library, all from a smartphone or mobile device. Additionally, there are more than 21,000 followers on LBPL'S social media outlets including Facebook, Twitter, Pinterest, and Instagram – a 22 percent increase from last year.
- Online database subscriptions continue to be in demand by Long Beach residents designed especially for public. Resources are accessed approximately 107,000 times on a monthly basis.
- Volunteers provide more than 5,400 hours of support in many Long Beach Public Libraries.
- Partnered with Long Beach Department of Health and Human Services through the Trauma Informed Long Beach grant to host Master's in Social Work Interns at the Billie Jean King Main Library and Mark Twain Library. This unique approach provided connection to much needed services to persons experiencing homelessness and those experiencing mental health and drug addiction challenges. 163 contacts were made with 60% of the contacts being repeat visits.

FY 20 Accomplishments

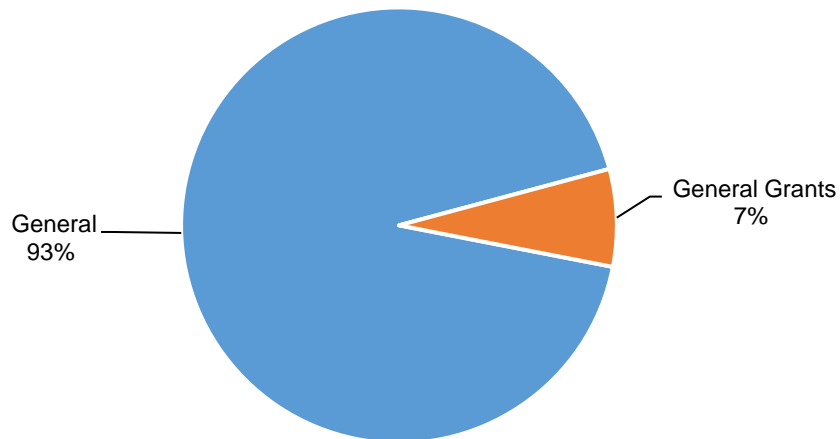
- Long Beach adults can earn an accredited high school diploma (not GED) and a concurrent credentialed career certificate in 6 to 18 months through the Library's Career Online High School (COHS) Program. Since 2016, more than 175 students have been awarded scholarships to enroll, and more than 60 have graduated. COHS is made possible through a collaboration with the California State Library.
- Dive Into Reading, the library's year-round early literacy program for families with children ages 0-5, celebrated its two-year anniversary and launched an online platform for families to participate during library closures. The program challenges and incentivizes parents to read 1,000 books with their child before the start of kindergarten.
- Secured several grants including two California State Library Shared Vision grants, which focus on engaging parents as their children's first teacher and launching a Young Readers Club through the Family Learning Centers. The Library also secured renewed funding for the LB Reads adult and family literacy program.
- Responded to the COVID pandemic by reassigning employees to other departments and operations supporting the City's pandemic response including conducting contact tracing; providing shelter operations support; answering Health/Senior phone lines; providing CARES Act support; assisting in/with the Emergency Operations Center (EOC), Joint Information Center (JIC), Incident Management Team (IMT) operations; sewing face masks and fabricating face shields; transitioning library programs online, etc.
- Launched LBPL To Go, curbside library service, at seven library locations amidst the COVID pandemic while simultaneously providing phone and online reference service.
- Launched online Summer Reading Program for all ages. The virtual platform allowed participants to log their reading and earn incentives along the way. Library staff also produced 35 educational virtual programs to complement the Summer Reading Program.
- Library Studio staff hosted a 6-week long virtual video game design series called Make.Create.Design. More than 60 teens participated in workshops that included game design narrative, programming, visual art for games, and game audio and music. Staff retooled the content to deliver additional workshops to LBUSD students in partnerships with Dramatic Results and Living Arts Long Beach.
- The Library launched a community wide online book club that participants can access from the comfort of their own home and around their busy schedule. LBPL has partnered with Overdrive to select a new title every other month that can be downloaded as ebooks or e-audiobooks from LBPL's Overdrive page. Using the GoodReads website, LBPL librarians post discussion questions, author interviews, and other relevant resources for each title.
- Two new podcasts were launched by library staff. *Don't Know Beach About History: Short Histories of Long Beach* is a podcast created and hosted by Long Beach Public Library Special Collections Librarian, that highlights fascinating, and often humorous, stories from Long Beach's rich history. *Book Bites* is a podcast hosted by Teen Services librarians to highlight recommended reads for teens.
- In response to the COVID pandemic, LBPL librarians developed the Life in a Time of Covid-19: a Teen Journal Project for our teen patrons. Local teens were encouraged to document and share their quarantine experiences through multimedia efforts including journals, blogs, illustrations, audio or video diaries, and zines. Their work has been added to the library's local history collection and was made available for viewing on the library's Digital Archive

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	384,254	14,349,519	(13,965,265)
General Grants	960,572	1,117,700	(157,128)
Total	1,344,826	15,467,219	(14,122,393)

Summary of Changes*

GENERAL FUND	Impact	Positions
(No changes)	-	-

*For ease of review, reallocations of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Executive Office & Support Services Division

Key Services:

1. Executive Office

- Fundraising Support
- State & National Reporting
- Patron Issue Management
- City Council Relations / Communications
- Community Relations / Outreach Education
- Departmental Management

2. Financial Administration

- Budget Development and Management
- Grants Management
- Contract / RFPs Management
- Accounting
- Purchasing
- Records Management

3. Personnel

- Payroll
- Benefits Education and Management

- Employee Assistance
- Personnel Management and Issue Resolution
- Risk Management and Safety Training

4. Facility Maintenance Management

- Facility Rentals
- Repairs / Improvements
- Custodial, Landscape Services Contract Oversight
- Capital Project Coordination
- Security Services Oversight

5. Delivery Services

- Transport Rotating Collection
- Supply and Mail Distribution
- Maintain Delivery Statistics
- Vehicle Maintenance

Executive Office/Support Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	-	-
Expenditures	2,044,090	2,249,968	2,053,412
FTEs	13.00	13.00	13.00

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Automated Services Bureau

Key Services:

1. Library Loan Material Procurement & Preparation

- Acquisitions
- Bindery
- Cataloging

2. Library Supplies/Equipment Procurement

- Supply & Equipment Procurement

3. Database Management

- Contract Management
- Integration with Various Searchable Online Databases (i.e., Worldbook Encyclopedia)
- Customize Database User Interface

4. Checkout Management

- Self-Checkout (RFID)
- Equipment Maintenance

5. Training

- Staff & Patron Database Training
- Integrated Library System (ILS) Training
- Staff Continuing Education

6. Virtual Services

- Web Site Management
- Online Catalog Maintenance
- Digital Archives Maintenance
- Patron Notifications (holds, past due, etc.)

Automated Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	(227,464)	20,000	-
Expenditures	2,121,050	2,443,632	2,542,231
FTEs	10.60	9.10	8.60

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Branch Library Services Bureau

Key Services:

1. Library Facilities

- Building Maintenance
- Coordinate/Supervise Support Staff
- Meeting Room Rental

2. Library Resources

- Research & Selection of Materials
- Merchandising
- Weeding (deselecting)
- Shelving & Straightening
- Materials Security
- Donation Processing
- Inventory

3. Personalized Assistance

- Front Desk Customer Service
- Checking in/ out Cash handling Patron Account Management Holds Request
- Research Assistance

- Reading Recommendations
- Connection to social services

4. Access To Technology

- Public Computing and Printing
- Technology Support to Patrons

5. Lifetime Learning

- Early Literacy Programs
- Educational Classes
- Enrichment and Recreation Opportunities
- Reading Programs
- Family Learning Centers
- Community Outreach
- Displays/Exhibits
- Workforce development and job searching assistance

Branch Library Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	817,449	549,913	549,913
Expenditures	7,425,218	7,434,064	7,006,982
FTEs	66.85	66.95	68.45

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Billie Jean King Main Library Services Bureau

Key Services:

1. Library Facilities

- Building Maintenance
- Coordinate/Supervise Support Staff
- Meeting Room Rental

2. Library Resources

- Research & Selection of Materials
- Weeding (deselecting)
- Merchandising
- Shelving & Straightening
- Materials Security
- Donation Processing
- Inventory

3. Patron Borrowing Services

- Shelving
- Cash Handling
- InterLibrary Loans
- City-wide Training
- Checking In/ Out
- Collections Account Maintenance
- Materials Requests/ Holds
- Front Desk Customer Service Resolution
- Patron Account Management

4. Information Services

- Reference Services
- Reading Recommendations
- Public Computing and Printing

- Technology Assistance & Classes
- Education & Arts Exhibits
- Government Depository
- Local History/ Special Collections
- Archival Services
- Grants Management

5. Community Services

- Volunteer & Intern Coordination
- Community Outreach & Education
- Center for Adaptive Technology
- Library Services for Homebound Patrons
- Special Connect Services for Families with Special Needs
- Bilingual, Cultural and Educational Events & Classes
- Family Learning Centers and Studios
- Communications & Marketing

6. City Hall Information Line

- City Hall General Operator

7. Youth Services

- Community Outreach & Education
- Special & Ongoing Literary Events
- Reference Services
- Early Learning & Reading Initiatives

Main Library Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	1,272,401	727,413	794,913
Expenditures	4,600,192	5,513,456	3,864,594
FTEs	37.64	39.17	39.67

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	30,502	19,550	19,550	19,550
Revenue from Other Agencies	873,261	615,837	615,837	615,837
Charges for Services	238,306	286,204	286,204	353,704
Other Revenues	720,316	355,735	355,735	355,735
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	20,000	20,000	-
Other Financing Sources	-	-	-	-
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Total Revenues	1,862,386	1,297,326	1,297,326	1,344,826
Expenditures:				
Salaries and Wages	7,064,280	7,234,419	8,238,919	7,312,956
Employee Benefits	3,683,525	4,118,325	4,139,079	4,095,483
Overtime	148,316	4,829	2,932	4,829
Materials, Supplies and Services	3,187,500	2,280,039	3,575,362	2,149,906
Interfund Support	1,714,058	1,552,457	1,570,607	1,838,423
Intrafund Support	24,295	-	-	-
Capital Purchases	4,087	65,623	114,219	65,623
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	364,491	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
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Total Expenditures	16,190,550	15,255,691	17,641,119	15,467,219
Personnel (Full-time Equivalents)	128.09	128.22	128.22	129.72

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

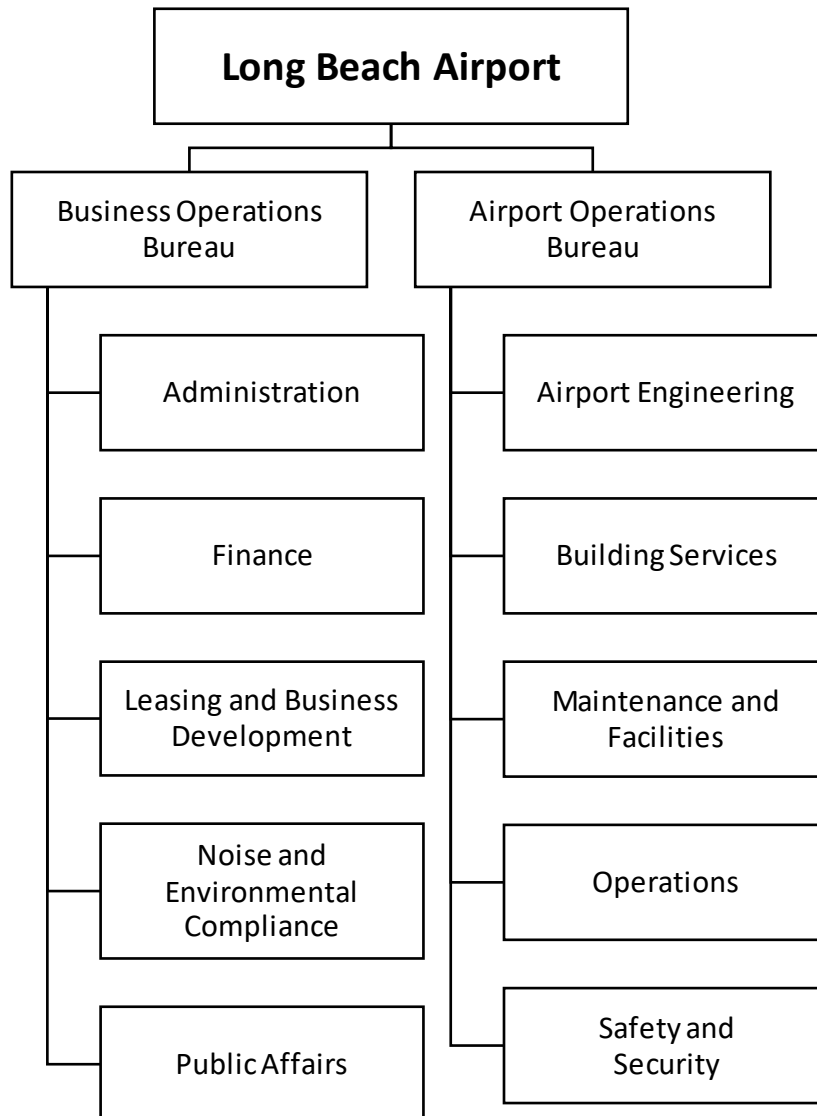
Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director of Library Services	1.00	1.00	1.00	213,408	213,408
Accounting Clerk III	1.00	1.00	1.00	47,540	48,992
Administrative Analyst II	1.00	1.00	1.00	73,065	74,979
Administrative Analyst III	1.00	1.00	1.00	96,505	96,505
Administrative Officer	1.00	1.00	1.00	111,368	111,368
Building Services Supervisor	1.00	1.00	1.00	53,223	55,986
Community Information Specialist I	1.00	1.00	1.00	38,904	40,612
Community Information Specialist II	1.00	1.00	1.00	52,712	42,935
Community Program Specialist I	3.00	3.00	3.00	171,487	177,487
Community Program Technician I	-	1.00	3.00	37,668	133,447
Executive Assistant	1.00	1.00	1.00	66,246	60,024
General Librarian	19.60	19.60	19.60	1,560,904	1,534,787
General Librarian I - NC	0.22	0.50	0.50	32,091	32,087
General Maintenance Assistant	1.00	1.00	1.00	54,359	58,529
Library Aide - NC	18.92	19.92	19.42	687,856	672,328
Library Assistant	1.00	2.00	2.00	84,620	94,350
Library Clerk I	8.60	7.60	7.60	336,189	335,596
Library Clerk II	16.00	15.00	15.00	747,847	753,151
Library Clerk III	2.00	2.00	2.00	108,193	108,193
Library Clerk I-NC	0.50	0.50	0.50	18,449	18,447
Library Clerk IV	1.00	1.00	1.00	59,726	59,726
Manager-Automated Services	1.00	1.00	1.00	122,265	131,112
Manager-Branch Library Services	1.00	1.00	1.00	125,071	125,071
Manager-Main Library Services	1.00	1.00	1.00	131,112	131,112
Office Services Assistant III	2.00	2.00	2.00	92,551	92,106
Page - NC/H28	22.25	21.10	21.10	614,729	661,715
Payroll/Personnel Assistant II	1.00	1.00	1.00	51,546	51,546
Secretary	2.00	2.00	2.00	106,928	109,520
Senior Librarian	16.00	16.00	16.00	1,493,214	1,486,683
Youth Services Officer	1.00	1.00	1.00	93,149	97,966
Subtotal Salaries	128.09	128.22	129.72	7,482,924	7,609,770
Overtime	-	-	-	4,829	4,829
Fringe Benefits	-	-	-	3,959,308	3,932,444
Administrative Overhead	-	-	-	159,017	163,040
Attrition/Salary Savings	-	-	-	(153,737)	(153,737)
Expenditure Transfer	-	-	-	(94,768)	(143,077)
Total	128.09	128.22	129.72	11,357,572	11,413,269



Long Beach Airport



Cynthia Guidry, Director of Long Beach Airport

Juan López-Rios, Deputy Director of Long Beach Airport

Claudia Lewis, Manager, Business Operations Bureau

Ronald E. Reeves, Manager, Airport Operations Bureau

Department Overview

Mission:

To provide the highest level of customer service while operating a safe, efficient and environmentally sustainable airport.

Core Services:

- Provide the highest level of customer service
- Maintain the highest level of safety and security
- Improve the quality of life of the surrounding community
- Provide a fair and reasonable operating cost to our business partners
- Enhance the value and economic impact of the Long Beach Airport (LGB) to its stakeholders, including the Long Beach community
- Maintain an efficient and effective business model

FY 21 Focus:

In light of the impacts that COVID-19 has had on the travel industry, the Long Beach Airport (Airport) remains resilient and continues its focus on delivering its core services in the most efficient manner. This includes making sound business decisions to address changes in the aviation industry, providing the highest level of customer service to its business partners, and maintaining an award-winning travel experience.

Fiscal Year 2021 (FY 21) brings several unique challenges for the airport including the recovery of passenger activity, providing safe travel during a pandemic and a drastic change in air carrier mix among other challenges that the industry faces. These challenges have driven the Airport to make decisions that help preserve the Airport's resilience to weather through an unprecedented time for the industry while positioning itself to swiftly adjust on a quick recovery.

The Airport is projected to serve less than 2.4 million passengers in FY 21 – a decline of over 30% from activity seen in pre-COVID years. However, passenger activity continues to recover from the lowest points seen during the second half of the prior fiscal year when activity dropped over 95% in certain months.

A large portion of the Airport's revenues is directly related to passenger activity; thus, budgeted operating revenues are reduced for FY 21. However, with the direct receipt of the Coronavirus Aid, Relief and Economic Security (CARES) Act in 2020, the Airport is able to indirectly offset some of these revenue declines for FY 21 preventing further reductions to its operating budget.

To balance out the decline in operating revenues, the Airport is reducing its expenditure budget by over \$6.3 million. This includes a reduction to materials and supplies purchased, service contracts, overtime usage, vehicle fleet expenses, capital expenditures and labor expenses realized through a hiring freeze. These reductions help fill the budget gap and provide for a flexible operation that allows the Airport to adjust in the event of a quick recovery.

The Airport is also focused on improving its infrastructure to maintain the safety and security of the Airport and its operations. Through the funding from the Federal Aviation Administration (FAA), the Airport is able to complete the construction of Taxiway C and begin the rehabilitation of Taxiway B and Taxiway D. The Airport is also in the design stages of the reconstruction of Taxiway L for commencement in future years. These projects provide needed improvements to the airfield and are largely funded by federal grants.

In addition to airfield projects, improvements to the terminal area continue to provide for a more efficient air service operations and an enhanced travel experience at Long Beach Airport. These improvements include the construction of a new ticketing facility and baggage screening facility. Through a variety of funding sources, the Airport is able to make these improvements and position itself for rebounding on a full recovery of passenger activity.

Department Performance Measures

Key Measure	FY 20 Actual	FY 21 Target	FY 21 Estimate	FY 22 Projection
Number of public safety calls responded to	39,106	40,000	40,000	42,000

The Airport anticipates the number of calls requiring Airport public safety response in FY 21 to decrease as passenger activity decreases. These public safety responses help to ensure a safe and secure environment across the Airport vicinity. Ongoing construction related activities continue to require security support for escort services and ID checks. As passenger traffic is expected to increase, the number of call outs is expected to increase to levels seen in the prior years.

Key Measure	FY 20 Actual	FY 21 Target	FY 21 Estimate	FY 22 Projection
Airline Cost per enplaned passenger	\$9.38	\$10.83	\$10.83	\$12.48

Airline cost per enplanement is expected to increase in FY 21 over the prior year. This trend will continue on as passenger activity and revenues recover to historical levels.

Key Measure	FY 20 Actual	FY 21 Target	FY 21 Estimate	FY 22 Projection
Number of airfield and facility maintenance request responses completed	2,193	2,400	2,400	2,400

The Long Beach Airport uses SharePoint to request, assign, and track airfield and facility maintenance tasks. The Facilities Maintenance and Building Services Divisions provide services for an aging historic terminal and a new concourse facility whose infrastructure is no longer covered by warranties. With the on-going construction in the terminal area, more frequent maintenance and servicing of equipment and facilities, especially those that share the same infrastructure as the construction projects. These construction projects will increase the number of call outs for site-preparation and modifications to minimize the impact to operations and travelers during construction. Furthermore, the Airport has a larger portfolio of facilities to manage than ever before that continues to grow as the Airport acquires more properties and office spaces. The Airport is also focused on responding to the facility needs during the COVID pandemic and these call-outs are prioritized to ensure the safety of travelers and employees.

FY 20 Accomplishments

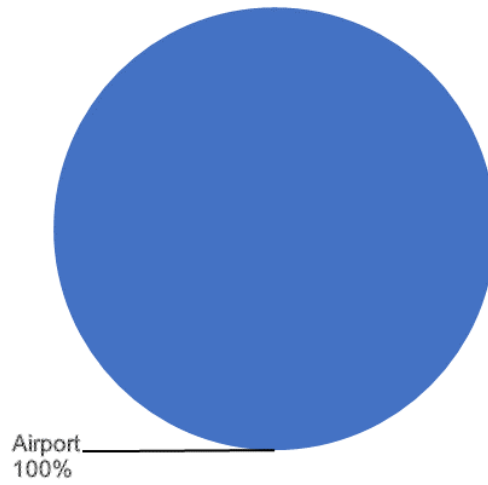
- Long Beach Airport was awarded “Top 10 Best Small Airport” in the 2020 USA Today/10Best.com Readers’ Choice poll.
- To enhance safety and reduce the spread of COVID-19, Long Beach Airport procured new solutions, such as a PPE vending machine for travelers and an electrostatic disinfection machine to efficiently sanitize public areas of the Airport. New signage, floor decals and plexiglass barriers were also installed.
- Through a partnership with the Office of Civic Innovation, Long Beach Airport conducted more than 500 customer experience surveys with travelers.
- Long Beach Airport launched the STARS (Simple Therapy and Real Smiles) program, which provides trained therapy dogs to comfort travelers making their way through the airport.
- After City Council approval, Long Beach Airport broke ground on the \$110M Phase II construction program of pre-security improvements, including construction of a new ticketing lobby and a seismic retrofit and renovation of the 1941 historic terminal.
- The Taxiway C improvement project, funded through federal grants, was completed at Long Beach Airport. The \$26M in construction work was required to meet current FAA standards and enhance the overall safety of the airfield.
- Long Beach Airport staff replaced approximately 180 airfield lights and signs with LED bulbs, which are brighter and more energy efficient. Approximately 82,000 linear feet of airfield markings were repainted for safety.
- A new exterior LED lighting system for the historic terminal and Parking Structures A & B fixtures at Long Beach Airport was installed to commemorate holidays and significant occasions and to enhance the overall customer experience at the airport.
- Long Beach Airport released an Economic Impact Report that showed that the LGB Aviation Complex supports 46,000 jobs and generates \$8.6 billion for the regional economy, confirming the importance of the Airport as an economic engine and its positive financial impact on the community.
- The U.S. Department of Transportation awarded approximately \$18.4 million in Coronavirus Aid, Relief and Economic Security (CARES) Act funding to assist in maintaining a safe and reliable airport operation, keep airport employees employed and assist in meeting financial obligations.
- Two Federal Aviation Administration (FAA) Airport Improvement Program grants totaling \$38.9 million – more than any other California airport - were awarded for infrastructure projects at Long Beach Airport.
- Long Beach Airport met our noise emission goals and no residences were exposed to noise levels exceeding 65 Community Noise Equivalent Level.

FY 20 Accomplishments

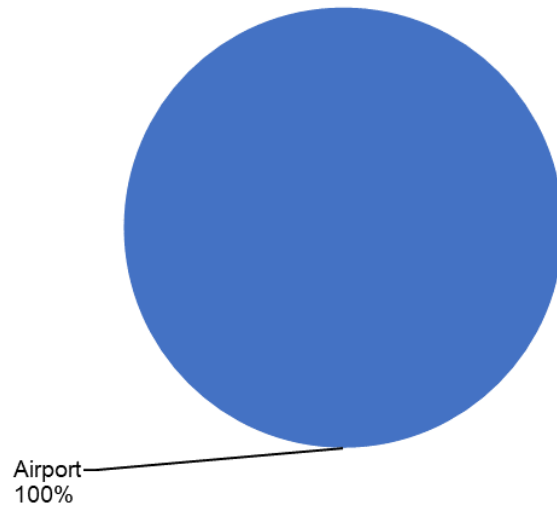
- Long Beach Airport installed 15 state-of-the-art electronic chargers to reduce emissions for airline ground support equipment, achieving 100% electrification for all 11 commercial gates.
- Long Beach Airport's passenger concourse building received LEED Silver Certification from the U.S. Green Building Council.
- Long Beach Airport established a partnership with The Good Traveler, a program for travelers to voluntarily offset their environmental impact by purchasing carbon offsets.
- A colorful ceiling sculpture, designed in the shape of an arc to represent the motion of flights taking off and landing, was installed in the Airport's South Concourse.
- More than 15,000 people attended the free 2019 Festival of Flight, Long Beach Airport's largest community event of the year.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
Airport	47,229,263	44,942,444	2,286,819
Total	47,229,263	44,942,444	2,286,819

Summary of Changes*

AIRPORT FUND	Impact	Positions
Increase revenues to reflect FY 21 Airline Rate Increase changes of 10 percent.	(1,039,000)	-
Reduce revenues to reflected projected passenger enplanements decreasing from 1.8 million to 1.2 million in FY 21. (Airport)	14,072,614	-
One-time increase to budgeted revenue offset by CARES Act Airport Grant funding.	(4,611,627)	-
Implement reductions to various materials and supplies budgets to reflect necessary costs savings within the Airport. Items include less funding for: advertising, marketing and sponsorships including cancelling the Festival of Flight and reducing agreement with CVB; employee trainings and seminars; janitorial, office, facilities and equipment supplies; and legal, technical, consulting, and other contract services.	(1,704,200)	-
Reduce budget for Capital Improvement Programs in Terminal Improvement Projects and Airside Operations in order to defer large projects until airport activity increases.	(3,000,000)	-
Reduce budget for maintenance and engineering services provided by the Public Works Department, which can be provided by the Airport Maintenance Division.	(180,825)	-
Reduce budget for overtime in Administration, Public Affairs, Operations and Maintenance Divisions.	(73,000)	-
One-time reduction in personnel budget equivalent to the cost of twenty-three positions which will be held vacant until airport activity increases.	(1,159,350)	-
One-time reduction to vehicle replacement fund for Airport vehicles.	(351,096)	-
Add one Assistant Administrative Analyst position as a technical correction to the Public Affairs Division to support LGB marketing strategies and branding efforts including coordinating social media efforts. This position is being added as a technical correction as it was approved in FY 20.	99,480	1.00
Convert one Special Services Officer III armed position to a Special Services Officer III un-armed position to align with actual duties.	-	-

*For ease of review, reallocation of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Business Operations Bureau

Key Services:

1. Administration

- Personnel and Payroll
- Training
- Policy Development and Implementation

2. Finance in Compliance with FAA Regulations

- Accounting and Accounts Payable
- Set Rates and Charges
- Manage Bond Payments and Covenants
- FAA Financial Reporting
- Budgeting and Financial Forecasting

3. Leasing and Business Development in Compliance with FAA Regulations

- Ground Transportation
- Airport Concessions Program - Food and Beverage, Retail, Vending, Advertising, Rental Car and Parking
- Ground Leases and Permits

4. Noise Management in Compliance with City Noise Ordinance

- Data accumulation, compilation and reporting
- Noise ordinance enforcement
- Pilot/Tenant Outreach
- Response to citizen noise complaints
- Working with FAA to mitigate noise impacts

5. Public Affairs in Compliance with FAA Regulations

- Monitor & Develop Airport-related legislation (federal & state)
- Community outreach / special events
- Advertising and Social Media

Business Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	31,159,369	56,693,454	40,720,123
Expenditures	14,534,033	17,847,748	16,493,924
FTEs	28.52	29.22	33.22

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Airport Operations Bureau

Key Services:

1. Operational Compliance with FAR Part 139 Requirements

- Ensure FAA Safety and Management standards
- Provide airfield escort services to contractors, vendors, and tenants
- Respond to FAA alerts and Issue Notices to Airmen
- Wildlife abatement

2. Maintenance

- Fulfill work orders from Operations in Compliance with FAR Part 139
- Facility maintenance
- Grounds maintenance

3. Building Services

- Janitorial

4. Security Compliance with FAR Part 1542 Requirements

- Airside and landside patrol
- Airport security badging
- Security and grant coordination with FAA and TSA
- Dispatch

5. Airport Engineering

- Develop & coordinate CIP plan with FAA
- FAA Grant and PFC Application submittals and reporting
- Construction Management
- Plan Review and Permit Checks

Airport Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	43,345,696	38,592,167	6,509,140
Expenditures	49,073,301	98,530,139	28,448,520
FTEs	84.52	85.82	84.82

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Financial Summary by Category

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	64,586	76,560	76,560	76,560
Fines and Forfeitures	21,460	15,000	15,000	15,000
Use of Money & Property	44,478,739	44,481,382	44,481,382	34,896,424
Revenue from Other Agencies	29,282,773	11,023,452	49,035,238	12,187,279
Charges for Services	156,370	52,000	52,000	52,000
Other Revenues	177,662	2,000	2,000	2,000
Intrafund Services	-	-	1,623,441	-
Intrafund Transfers	-	-	-	-
Interfund Services	282,897	-	-	-
Interfund Transfers	40,579	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	74,505,065	55,650,394	95,285,621	47,229,263
Expenditures:				
Salaries and Wages	6,965,658	7,880,126	8,426,087	7,189,297
Employee Benefits	4,384,276	4,871,554	4,957,905	5,109,698
Overtime	886,512	324,380	261,255	251,380
Materials, Supplies and Services	27,773,816	12,864,982	80,617,392	8,256,767
Interfund Support	14,397,410	14,891,120	12,985,566	14,886,744
Intrafund Support	-	(76,451)	(76,451)	(76,451)
Capital Purchases	231,517	3,000	(72,296)	3,000
Insurance Premiums and Losses	77,525	100,000	100,000	100,000
Other Non-Operational Expenditures	8,679,210	9,223,920	9,178,429	9,222,009
Operating Transfers	211,411	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	63,607,334	50,082,631	116,377,887	44,942,444
Personnel (Full-time Equivalents)	113.04	115.04	115.04	118.04

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

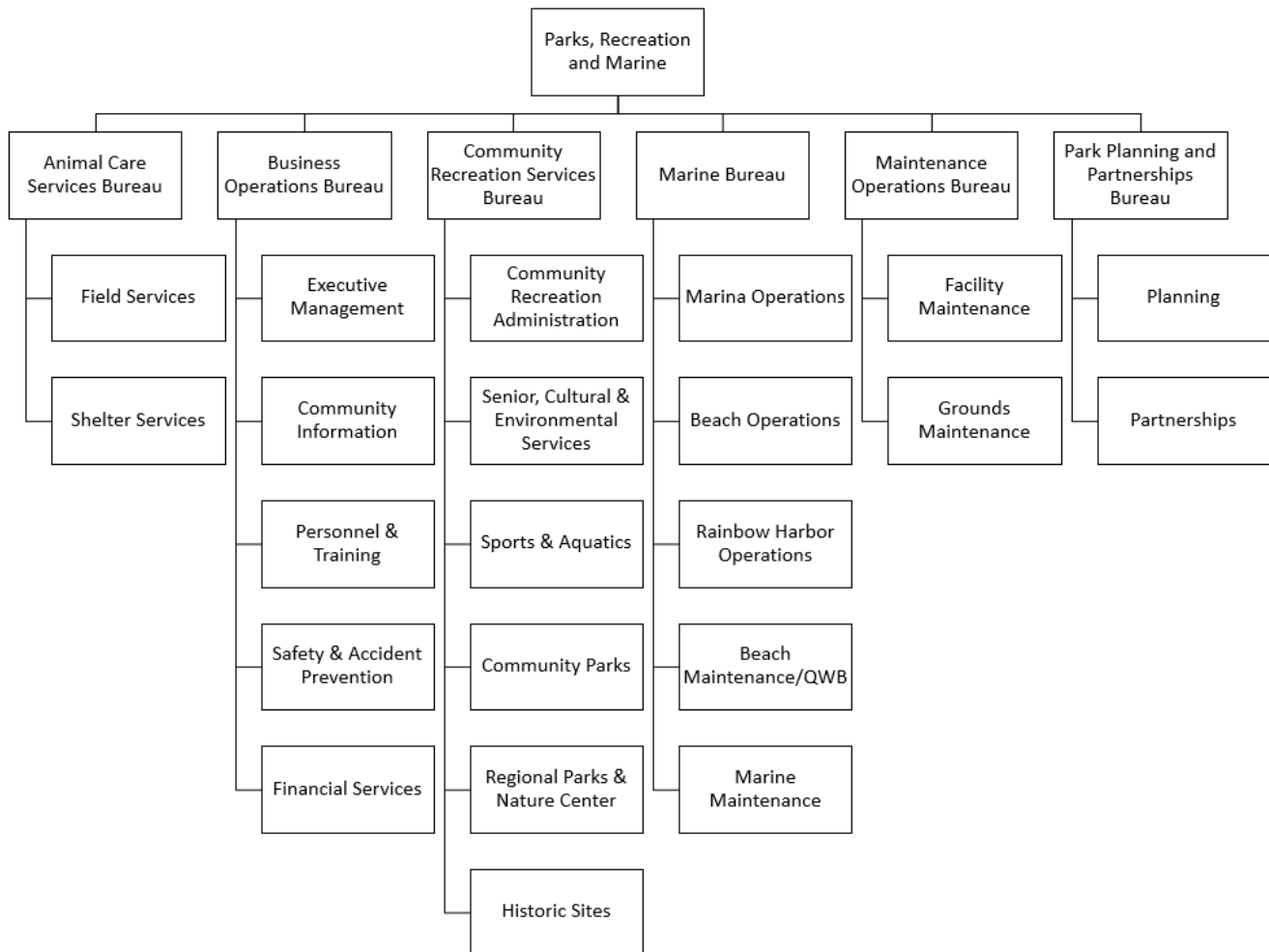
Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Airport Director	1.00	1.00	1.00	226,101	222,090
Accountant III	2.00	2.00	2.00	158,370	174,171
Accounting Clerk III	2.00	2.00	2.00	108,193	98,113
Administrative Analyst II	2.00	3.00	3.00	225,292	218,584
Administrative Analyst III	4.00	5.00	7.00	429,504	631,953
Administrative Intern - NC/H44	2.04	2.04	2.04	104,665	104,654
Administrative Officer-Airport	1.00	1.00	1.00	118,139	118,139
Airport Deputy Director	1.00	1.00	1.00	180,480	180,480
Airport Engineering Officer	1.00	1.00	1.00	153,938	153,938
Airport Operations Assistant II	7.00	7.00	7.00	344,019	361,783
Airport Operations Assistant I-NC	4.00	4.00	4.00	189,204	189,183
Airport Operations Officer	1.00	1.00	1.00	111,466	119,269
Airport Operations Specialist I	6.00	6.00	6.00	353,992	371,066
Airport Operations Specialist II	7.00	7.00	7.00	503,615	526,161
Airport Public Affairs Assistant	2.00	2.00	2.00	153,560	153,560
Airport Public Affairs Officer	1.00	1.00	1.00	100,857	115,049
Assistant Administrative Analyst II	1.00	1.00	2.00	66,278	126,085
Building Services Supervisor	1.00	1.00	1.00	58,265	58,265
Capital Projects Coordinator III	1.00	1.00	1.00	82,455	82,455
Civil Engineer	2.00	2.00	2.00	222,128	201,397
Civil Engineering Associate	1.00	1.00	1.00	94,731	99,598
Clerk Typist II	3.00	3.00	3.00	121,394	125,503
Clerk Typist III	6.00	6.00	6.00	289,287	285,486
Construction Inspector II	1.00	1.00	1.00	93,539	93,539
Electrician	2.00	2.00	2.00	136,281	144,566
Equipment Operator II	2.00	2.00	2.00	108,718	116,481
Executive Assistant	1.00	1.00	1.00	72,447	72,447
Facilities Management Officer	1.00	1.00	1.00	104,083	104,083
Financial Services Officer	1.00	1.00	1.00	108,165	108,165
General Maintenance Assistant	4.00	4.00	4.00	216,412	234,115
Maintenance Assistant I	11.00	11.00	11.00	416,602	444,125
Maintenance Assistant II	8.00	8.00	8.00	328,190	355,251
Maintenance Assistant III	5.00	5.00	5.00	240,110	258,530
Manager-Administration & Financial Services	1.00	1.00	1.00	157,153	157,153
Manager-Airport Operations	1.00	1.00	1.00	157,153	157,153
Mechanical Supervisor	1.00	1.00	1.00	85,491	89,951
Noise Abatement Officer	1.00	1.00	1.00	117,350	117,350
Painter II	2.00	2.00	2.00	117,267	129,321
Painter Supervisor	1.00	1.00	1.00	56,811	63,601
Real Estate Project Coordinator II	1.00	1.00	1.00	84,951	104,116
Senior Accountant	1.00	1.00	1.00	78,831	96,505

Personnel Summary

	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Classification					
Senior Civil Engineer	2.00	2.00	2.00	242,366	254,357
Special Projects Officer	-	-	1.00	-	120,411
Special Projects Officer-Airport	1.00	1.00	-	120,411	-
Special Services Officer II	4.00	4.00	4.00	228,370	218,763
Special Services Officer III	1.00	1.00	1.00	62,819	62,819
Superintendent-Airport Security	1.00	1.00	1.00	153,938	126,053
Subtotal Salaries	113.04	115.04	118.04	7,883,390	8,345,836
Overtime	-	-	-	324,380	251,380
Fringe Benefits	-	-	-	4,713,174	4,946,035
Administrative Overhead	-	-	-	168,380	179,738
Attrition/Salary Savings	-	-	-	(156,568.00)	(1,315,918)
Expenditure Transfer	-	-	-	143,304	143,304
Total	113.04	115.04	118.04	13,076,060	12,550,375

Parks, Recreation and Marine



Brent Dennis, Director

Stephen P. Scott, Deputy Director, Business Operations Bureau

Staycee Dains, Manager, Animal Care Services Bureau

Gladys Kaiser, Manager, Community Recreation Services Bureau

Hurley Owens, Manager, Maintenance Operations Bureau

Elvira Hallinan, Manager, Marine Bureau

Meredith Reynolds, Manager, Park Planning and Partnerships Bureau

Department Overview

Mission:

To provide leisure programs and services through people, places and partnerships to residents and visitors, which enhance neighborhoods and improve quality of life in Long Beach.

Core Values:

The Parks, Recreation and Marine Department strives to be a leader and partner in creating a complete park system for all. These efforts are informed by the Department's Core Values, which include: Access; Equity; Going Green; Inspiration; Community Engagement; and Effective Communication.

The Department engages in many promising practices and programs that make a difference and perpetuate an inclusive environment for the community and its stakeholders. Creating and sustaining an open and accessible park system is a priority for the Department, which is driven by its Core Values.

Core Services:

- Provide a vibrant park system for the City's diverse community
- Provide for public safety and humane treatment of animals in alignment with our Compassion Saves approach and new Animal Care Services Strategic Plan
- Ensure marinas are fiscally sound, safe and meet community needs
- Perform maintenance and stewardship for high-quality parks, facilities, open spaces, and beaches
- Implement the City's Open Space Element and Department Strategic Plan
- Develop strong partnerships that supplement park and recreation programs for the Long Beach community

FY 21 Focus:

The Department continues to be recognized for its many achievements. The Department is a four-time winner of the Class One National Gold Medal award for Excellence in Parks and Recreation Management from the National Recreation and Park Association in recognition of demonstrated excellence in long-range planning, environmental stewardship, quality staff, beautiful parks, and innovative recreation programs.

Prioritizing the Department's long-term vision provides opportunities to evaluate and build upon its capabilities. In FY 20, this effort was strengthened by continuing to develop a new Department Strategic Plan. The Strategic Plan includes multiple phases with the goal of ensuring the Department has the tools to ensure ongoing success. Strategic Plans are also being completed for Youth and Family Services and Animal Care Services through extensive community outreach and engagement.

In FY 21, the Department will continue its commitment to provide the very best service to the community in all areas and will reinvest in developing strong relationships with the residents of Long Beach. The resources provided in this year's budget will enable the Department to maintain its focus on achieving the priorities noted above. The Department will continue to be strategic, entrepreneurial, and innovative to maximize revenue opportunities; reduce General Fund subsidies; and establish a more sustainable financial model. FY 21 includes resources for continued investment in programming, beach and marine maintenance, volunteerism and animal services support. The Department will utilize available resources to make strategic investments to provide patrons a safe and enjoyable experience in all our programs and at all our facilities.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Live Release Rate (percentage of dogs and cats adopted or returned to owners)	80.0%	82.0%	98.0%	95.0%

On a day-to-day basis, the goal of Animal Care Services (ACS) is to ensure the safety of companion animals in the City and safely return animals to their owners or find new homes for animals that have been abandoned or surrendered. Approximately 7,500 live animals are impounded at the Shelter each year. Through various strategic investments in technology, veterinary care, adoption outreach, and training over the past seven years, the Live Release Rate for impounded dogs and cats has improved significantly, from 48 percent in FY 13 to a projected 98 percent in FY 20.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
LA River Debris Removed (in metric tons)	1,703	1,500	2,252	1,900

Thousands of tons of storm debris from all over Los Angeles County ends up in Long Beach harbors and beaches via the Los Angeles River. Storm debris is particularly a problem during rainy season, when the LA River brings down substantially more debris than usual. In 1995, as a response to this problem, the City strategically placed 240-foot long booms designed to deflect and collect debris prior to it landing on the Long Beach shores or marinas. Storm debris removal is a time consuming and costly process. On average, the cost of debris removal is \$1 million annually.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Marina Slips Occupancy Rate*	94%	90%	93%	94%

**of available rentable slips, does not include slips taken offline for reconstruction purposes*

The Long Beach Marina System is comprised of Rainbow Harbor, a commercial harbor and three recreational marinas, Shoreline, Rainbow, and Alamitos Bay. It includes recreational boating slips, commercial docks, public mooring, and various other amenities. To ensure the highest occupancy possible, the Marine Bureau developed a marketing strategy which includes traditional advertising in trade and community papers, social media, participation in boat shows, public service announcements and ads on Worthington Ford freeway marquee.

FY 20 Accomplishments

Awards and Recognitions

- 2019 California Park & Recreation Society Award of Excellence recipient for Agents of Discovery Augmented Reality Application for Park Exploration in the Marketing & Communications Award of Excellence category.

Capital Improvements

Through a variety of partnerships, grants and funding sources, the Department has been successful in creating new or re-envisioned existing areas throughout the City including:

- Plant and trail restoration completed at DeForest Wetlands and El Dorado Nature Center in partnership with Conservation Corps of Long Beach.
- Opened Jenni Rivera Playground in December 2019 made possible by Measure A Funds and Council District 6 one-time funds.
- K9 Corner Dog Park renovated in January with Council District 1 District Priority One-time funds.
- Opening of the new Pike Park in February 2020 made possible by a private developer.
- Opening of the Houghton Park Sound Garden in April 2020 made possible by an investment from the Long Beach Community Foundation
- Opening of the new Houghton Park Community Center in June 2020 made possible by Measure A Funds and other sources including one-time funds and LA County Grants.
- Adoption of the DeForest Park Vision Plan in October 2020 made possible by partnerships with the Conservation Corps of Long Beach, Camp Fire Angeles, Council District 9, Deforest Park Neighborhood Association and City Fabrick.

Park Maintenance and Safety

The following park maintenance initiatives were achieved or implemented:

- Upgrades completed at Cherry Park, M L. King Jr. Park and El Dorado East Regional Park with “2-wire” technology installation allows for the conversion of older hydraulic irrigation operating systems to efficient electric systems.
- Department staff assisted with the design, development and system testing of the new Go Long Beach app to streamline casework and promote communications between citizens and City.
- Park irrigation controllers were upgraded to a centrally managed computerized system that will allow more than 160 controllers to be remotely accessed and allow staff to access the park controllers in the field via tablets, locate broken components, and perform irrigation system audits.
- Soap dispensers were installed in all freestanding restrooms for both the men and women.
- Park staff completed 1,899 park inspections to assess the safety of facilities, equipment and amenities.
- In collaboration with the Department of Health and Human Services, Care Shelters for Persons Experiencing Homelessness were opened at M. L. King, Jr. and Silverado Parks in response to the COVID-19 pandemic. Shelters operated 24 hours a day, seven day a week.
- Department staff completed 250 park homeless outreach and camp clean-ups.
- Department staff successfully responded to beach, playground, and fitness equipment closures due to the COVID-19 pandemic.
- Department staff planted more than 100 trees in various parks.

Beaches and Marinas

The following beach and marina initiatives were achieved and implemented.

- Provided multiple commercial partners and restaurants in the Marina footprint financial resources and creative business opportunities to survive and thrive in a COVID-19 pandemic economy.
- South Shore parking lot stenciled with ADA markings.
- Mother's Beach beautification and landscape improvements.
- Hydraulic Pump Pilot Study for sand re-nourishment along Peninsula Beach was completed.
- Replaced all swim lines at Alamitos Bay Marina.
- Alamitos Bay Marina restroom planter beautification projects completed.

FY 20 Accomplishments

- Boat owner parking lot painted with restricted bars in Basin 1, 2, and 3 in Alamitos Bay Marina.
- Removed vaults and re-painted back flows in Basin 1, 2, and 3 in Alamitos Bay Marina.
- Leeway Sailing Center beautification project completed.
- Fishing Pier along mole road at Shoreline Marina rehabilitated.
- Installed paper towel and trash receptacles inside Downtown Marina boat owner restrooms.
- Removed 12 booster pumps and the concrete pads for Downtown Marina fire suppression system upgrade.
- Doors replaced with high security doors at boat owner restrooms at Shoreline Marina.
- Exterior fence and gate replaced at Shoreline Marina.
- Rainbow Harbor electrical pedestal replaced.
- Rainbow Lagoon air pump installed for cleaner water and improved marine habitat.
- Installed rub rail throughout 90 % of Rainbow Harbor Marina.
- Pier J bike path landscape project completed.

Programs and Services

Department staff worked hard to provide new and exciting programs and events throughout the City to enhance the quality of life for residents and visitors.

- Mayor's Animal Care Visioning Task Force completed a proposed strategic plan to ensure these excellent outcomes for the future: Working with Live Love Animal Rescue, Little Lion Foundation, and Helen Sanders Cat PAWS, reduced shelter population to under 10 animals in 3 days, maintaining a low shelter population of under 20 animals for over 90 days in response to the initial phases of the global pandemic. Over 400 animals were impacted by LBACS foster to adopt and these rescue partner's efforts.
- Reduced intake from 5,355 dogs and cats in FY 19 to 3,659 in FY 20.
- The Day Camp program was reconfigured and expanded to 22 sites to provide in-person recreational programming for youth ages 5 through 12, with safety protocols.
- Four sessions of the in-person El Dorado Nature Center camps for youth ages 5 through 8 were modified utilizing safety protocols.
- Modified and opened four sessions of Nature Detective Afterschool Camps for youth ages 5 through 10; offering in-person activities with safety protocols.
- Piloted a Virtual Day Camp and provided staff-led "grab and go" style activities for youth ages 5 through 12 to participate from the comfort of their own homes.
- Modified Coastal Clean Up event into Coastal Cleanup month in September, a month-long campaign to "Protect Your Happy Place" encouraging residents clean up neighborhoods with their household members.
- Modified and opened 21 Afterschool Camps for in-person activities for youth ages 5 through 12 utilizing safety protocols.
- Launched Virtual Out-of-School Program to offer homework assistance, staff-led enrichment and physical activities to youth ages 5 through 14 from the comfort of their own homes.
- Opened four Community Learning Hubs for youth ages 5 through 14 so that Long Beach Unified School District students can attend on-line school day in a safe environment with staff supervision.
- Launched Mobile Recess Program to offer safe recreational programs to youth ages 5 through 14 in park poor neighborhoods.
- Over 70,000 meals were provided to Older Adults at 7 community centers across the city. The majority of these meals were provided during the pandemic providing much needed nutrition in a safe environment.
- More than 80,000 meals were served to youth ages 1-18 through the USDA Summer Food Service program at a total of 34 sites including 31 parks, two non-profit organizations and one City of Signal Hill site.
- Prior to COVID-19, our Citywide Youth Sports Program had 130 basketball teams, each with an average of 8-10 players, or approximately 1,300 youth players.

FY 20 Accomplishments

- Over 35,000 lap swimmers and 12,400 water exercise participants visited our three community pools. This includes over 21,000 lap swimmers and 8,000 water exercise participants during the COVID-19 Pandemic, providing an essential and safe way to get exercise.

Other Programs and Services

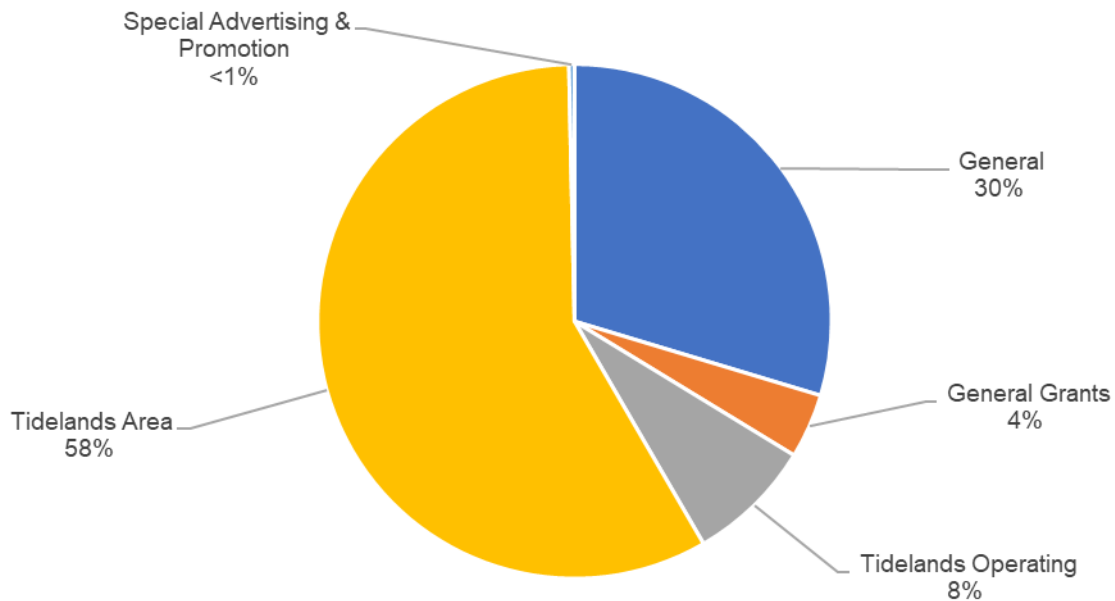
- Departments staff was reassigned to the Emergency Operations Center to lead the Food Unit to coordinate the mass feeding for first responders and other City staff that were responding to the COVID-19 pandemic.
- Department staff operated a Donation Hub at Cesar Chavez Park in support of the care shelters and Project Room Key.
- Department staff assisted in the operations of Project Room Key.
- Implemented the Community Ambassador Program to provide a positive presence in public spaces, educate members of the public on practicing appropriate COVID-19 preventative measures and reinforcing that behavior, collecting observational data, and assist with minor upkeep of open spaces.
- Hosted three Youth Community Forums and conducted an online survey in collaboration with the Department of Health and Human Services and used the findings to inform the City's first Youth Strategic Plan.
- Implemented a Parks Mural Toolkit, a user-friendly document designed to provide a roadmap to help applicants navigate the process with Department staff. The Toolkit provides all parties involved with a clear idea of what to expect and ensures that murals are installed in areas that are publicly accessible and visible.

Partnerships and Sponsorships

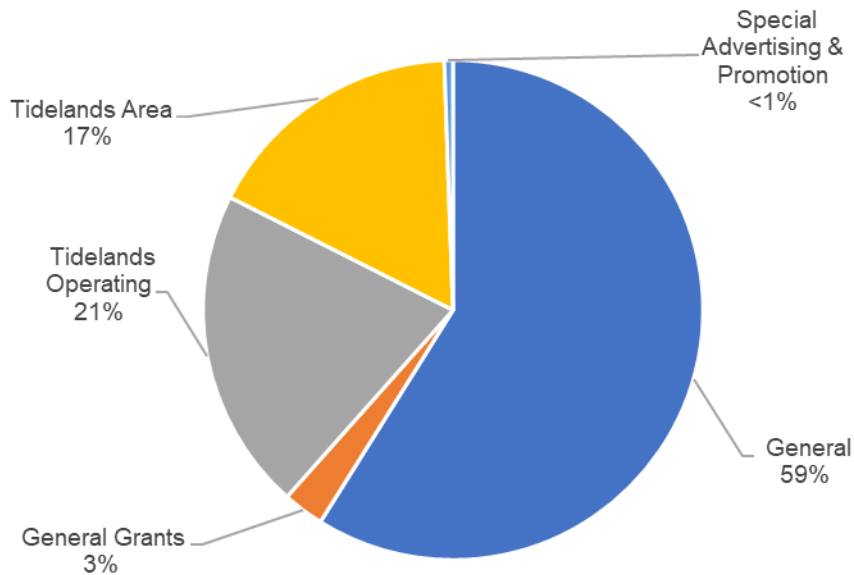
- Awarded \$40,000 from the Long Beach Navy Memorial Heritage Association for development of restoration plans for the Houghton Park Clubhouse.
- Awarded three Port of Long Beach Community Grants totaling \$2.97 million for landscape and irrigation for the 51st St Greenbelt, Drake Chavez Expansion and the Lincoln Park Projects.
- Awarded \$2.01 million from Land and Water Conservation Fund Grant through the National Park Service Grant for development of Davenport Park Expansion.
- Received \$500,000 from private donor for the development of a new playground at Channel View Park.
- Contracted with Wheel Fun Rentals for the introduction of the Swan Pedal Boats at Rainbow Lagoon.
- Willow Spring Park partnership with Conservation Corps of Long Beach to maintain and operate the park while providing valuable job training for at-risk youth. The park encompasses 15 acres of natural habitat, open space, and trails open to the public vista point in Long Beach, and is the home of the City's Mulch Program and the Office of Sustainability Work Yard.
- Partnership at Drake Chavez Greenbelt with Adventures to Dreams Enrichment, Inc., to begin the pre-constructions for a youth and family educational garden.
- In partnership with the Dodgers RBI Foundation, a Dodger Day Drive Thru event was hosted where participants received free food boxes, educational and hygiene resources, and recreational equipment.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	11,948,082	36,164,940	(24,216,858)
General Grants	1,636,252	1,637,137	(885)
Tideland Operating	3,188,358	12,816,628	(9,628,270)
Tideland Area	23,373,225	10,434,238	
Special Advertising & Promotion	140,000	343,059	(203,059)
Total	40,285,916	61,396,001	(34,049,072)

Summary of Changes*

GENERAL FUND GROUP	Impact	Positions
Eliminate 2 Clerk Typist III positions and add 0.32 Recreation Leader Specialist V in the Community Recreation Services Bureau. The work of scheduling permits and reservations will be absorbed by remaining staff.	(133,850)	(1.38)
Eliminate 2.45 Maintenance Assistant I-NC positions in the Facilities Division in the Maintenance Operations Bureau. This eliminates the night time locking up of freestanding restrooms as well as some mini-parks that are fenced.	(101,889)	(2.45)
Eliminate a Clerk Typist III in the Financial Services Division in the Business Operation Bureau. This position is responsible for supporting the Financial Services Division with clerical duties.	(35,783)	(0.50)
Eliminate a Community Services Supervisor in the Community Recreation Services Bureau who assists with the management of facility operations of community centers, including the recruiting and training of staff and volunteers, and the development, coordination and implementation of recreation programs and services. Work will be redistributed to remaining staff.	(130,625)	(1.00)
Eliminate an Offset Press Operator position in the Community Information Division. This position is responsible for reprographics related requests for the Department including marketing flyers for programs and events.	(72,501)	(0.84)
Eliminate a Recreation Leader Specialist X in the Community Recreation Services Bureau, responsible for coordinating the Adult Sports Leagues. Responsibilities will be absorbed by remaining staff in the Adult Sports office.	(33,955)	(0.67)
Eliminate an Administrative Analyst II in the Community Recreation Services Bureau. This item eliminates one of two Administrative Analyst positions responsible for budget monitoring and development; grant and contract management, revenue management and other administrative functions.	(133,034)	(0.95)
Eliminate Aquatic Supervisor I and upgrade an Aquatics Supervisor I to a II to reflect efficiencies in the Park Aquatics program and to cover additional responsibilities in supervising two community pools.	(99,138)	(1.00)
Eliminate Recreation Leader Specialist V for El Dorado Regional Permit Compliance, which decreases the number of staff that support the operations at El Dorado East Regional Park during operating hours.	(46,535)	(1.34)
Reduce supplies budget and reallocate funding for Park Planning and Partnerships Bureau staff from General Fund to General Grants Fund, to be offset by grants.	(169,835)	(0.18)
Reallocate partial funding for Community Information Officer from the General Fund to the Special Advertising and Promotions Fund.	(52,854)	(0.30)
Reclassify a Clerk Typist III to Bureau Secretary in the Park Planning and Partnerships Bureau to align with bureau needs, and reallocate partial funding to the General Fund, offset by cell site contract revenue increase.	-	0.15
Reclassify Landscape Maintenance Monitors to Gardener II positions in the Maintenance Operations Bureau to align with actual positions.	(18,786)	-

Summary of Changes*

Reduce a General Maintenance Assistant position and materials funding to offset the addition of a Plumber position to address facility needs.	-	-
Reduce budget for materials, supplies, and contractual services across all bureaus.	(125,983)	-
Reduce one program hour of the Summer Fun Day and Teen Center programs and eliminate 2.14 positions including a Recreation Leader Specialist III, Recreation Leader Specialist IV, Recreation Leader Specialist V, and Recreation Leader Specialist VII. This reduction would result in the programs operating for five hours daily during the summer months.	(73,687)	(2.14)
Reduce supplies budget to offset the addition of a Maintenance Assistant I-NC position for Blair Field Maintenance. The Department provides custodial staff at Blair Field when it is used by CSULB on allocated days.	-	0.13
Increase budgeted revenues to reflect annual parking fee increases at El Dorado East Regional Park. Increase annual parking pass by \$5 for senior and regular rates.	(53,500)	-
Increase budgeted revenues to reflect vehicle entry fee increases at El Dorado East Regional Park. Increase daily single vehicular entry fees by \$1 per vehicle on weekdays and weekends.	(117,000)	-
One-time funding for a Gate Arm at El Dorado East Regional Park, offset by a fee increase to vehicle entry fees.	100,000	-
Add a Veterinarian position and increase budget for medical supplies in Animal Care Services to support the "Compassion Saves" program.	296,484	1.00
Increase budget to adjust for increased water rates in order to help fund critical water needs in the City's parks and open spaces. This will allow the department to keep current water usage.	336,400	-
Increase budget to structurally fund the Senior Citizen programming at the Expo Center located in North Long Beach	40,000	-
Increase budget for ongoing grounds maintenance funding needed to maintain the newly acquired Sunnyside Cemetery.	301,045	-
One-time funding of \$11,000 for Cemetery Management Software to help maintain and manage cemetery records, offset by revenue.	-	-
One-time funding for the BE S.A.F.E. Program to provide the additional funding needed to have programming at 11 sites.	192,000	-
One-time funding for critical water budget needs in City parks to manage plant watering requirements and combat safety issues such as urban tree failures.	600,000	-

GENERAL GRANTS FUND GROUP

	Impact	Positions
Reduce supplies budget and reallocate funding for Park Planning and Partnerships Bureau staff from General Fund to General Grants Fund, to be offset by grants.	61,676	0.43

MARINA FUND GROUP

	Impact	Positions
Reclassify a Painter to a General Maintenance Assistant for LB Marina System infrastructure maintenance in the Marine Bureau.	-	-

Summary of Changes*

SPECIAL ADVERTISING AND PROMOTIONS FUND	Impact	Positions
Reallocate partial funding for Community Information Officer from the General Fund to the Special Advertising and Promotions Fund; and eliminate funding of approximately \$53,000 for Community Concerts that was added in FY 18 to support marketing, communication materials, and increase program participation.	-	0.30

TIDELANDS OPERATING FUND GROUP	Impact	Positions
Eliminate 0.50 Clerk Typist III position in the Marine Maintenance Division in the Marine Bureau. The responsibilities for this desk will be consolidated with the Clerk Typist III position in Beach Maintenance Division with anticipated delays in service due to workload.	(39,951)	(0.50)
Eliminate 0.53 Recreation Leader Specialist VI position at Leeway Sailing and Aquatics Center in the Community Recreation Services. This reduction will result in fewer hours for equipment maintenance, while still maintaining the minimal amount of time available to keep the program safe.	(20,090)	(0.53)
Eliminate a Clerk Typist III in the Financial Services Division in the Business Operation Bureau. This position is responsible for supporting the Financial Services Division with clerical duties.	(35,783)	(0.50)
Eliminate a Clerk Typist III position in the Community Recreation Services Bureau. The work of scheduling permits and reservations will be absorbed by remaining staff.	(8,520)	(0.10)
Eliminate an Offset Press Operator position in the Community Information Division. This position is responsible for reprographics related requests for the Department including marketing flyers for programs and events. This position is budgeted in General Fund and Tidelands Operating Fund.	(1,908)	(0.02)
Eliminate an Administrative Analyst II in the Community Recreation Services Bureau. This item eliminates one of two Administrative Analyst positions responsible for budget monitoring and development; grant and contract management, revenue management and other administrative functions.	(7,002)	(0.05)
Implement various organizational, staffing, and material budget changes for Aquatics camp to achieve efficiencies in the Community Recreation Services Bureau.	(87,327)	(2.04)
Implement organizational and staffing changes in Marine Operations in the Marine Bureau, including the elimination of one Marina Supervisor, one Marina Agent II; and reduction of Marina Agent III hours.	(236,458)	(2.60)
Reduce budget for landscape services in the Tidelands Area in the Marine Bureau.	(11,000)	-
Reduce budget for contractual services and engineering services in the Marine Bureau that were utilized for various infrastructure analysis; limited funding available for water quality and circulation studies.	(93,774)	-
Reduce budget for landscape contract in the Maintenance Operations Bureau for supplemental funding used for emergency work and projects that fall outside the regular scope of duties within the contract.	(15,000)	-

Summary of Changes*

Reduce budget for tree trimming services along the Tidelands area in Marine Bureau.	(25,000)	-
Increase budget to adjust for increased water rates in order to help fund critical Tidelands landscaping and facility water needs in the City's waterfront areas.	158,779	-

*For ease of review, reallocation of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Animal Care Services Bureau

Key Services:

1. Animal Medical Care

- Preventative Care & Exams
- Emergency Care & Surgeries
- Euthanasia

2. Shelter Operations

- Admissions
- Kennel Maintenance, Cleaning, Feeding
- Animal Adoptions
- Customer Service Call Center
- Marketing & Outreach
- Volunteer Oversight

3. Field Services

- Code Enforcement
- Bite Investigations
- Public Safety (Stray & DOA)
- Rabies Enforcement (Quarantines)

4. Investigations

- Breeding & Transfer Permit Enforcement
- Cruelty Investigations
- Barking Investigations

5. Licensing

- License Processing
- Field Canvassing

Animal Care Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	1,993,888	1,798,412	1,663,190
Expenditures	6,309,020	5,181,204	5,499,327
FTEs	50.87	52.87	53.87

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Business Operations Bureau

Key Services:

1. Financial Services

- Budget Management
- Accounting & Purchasing

2. Payroll/Personnel

- Payroll & Personnel
- Absence Management

3. Safety

- Inspections & Reporting
- Training

4. Community Information

- Communications
- Design & Reprographics

5. Executive Administration

- City Council Administration
- Parks & Recreation Commission
- Administrative Services

Business Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	10,821,639	6,632,970	299,628
Expenditures	5,722,875	11,129,437	5,285,492
FTEs	28.12	28.12	22.99

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Park Planning and Partnerships Bureau

Key Services:

1. Community Engagement

- Community Engagement Plan Management
- Community Engagement Tools Development

2. Partnership Development & Contract Management

- Contracts, Entry & Use Permits, Leases and Partnership Agreement Development and Management
- Golf Course & Concessionaire Management

3. Grant Administration & Revenue Generation

- Grant Administration & Management
- Grant Reporting & Close Out
- Revenue Generation Program Development

4. Park Planning and Development

- Open Space Element & Park System Master Plan Development & Management
- Park Master Planning & Project Identification
- Park Conceptual & Schematic Plan Management
- Community Outreach
- Regulatory Application Review

5. Capital Project Collaboration

- Park Development Standards Development & Management
- Project Development Participation
- Inter-Departmental Coordination

Park Planning and Partnerships	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	-	6,601,607
Expenditures	846,679	788,899	1,719,715
FTEs	4.00	4.00	7.00

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Community Recreation Services Bureau

Key Services:

1. Senior, Cultural and Specialty Programs

- Contract Classes
- Registration/Reservation
- Senior Center Programming
- Family Entertainment (Muni-Band & Concerts in the Park, Movies in the Park)
- Cultural Programming

2. Community Park Programs

- Youth, Teen & Senior Programs
- Gym Programs
- Youth Sports
- Adaptive Programs
- Day Camps

3. Community Outreach and Youth Services

- Commission on Youth & Children
- Summer Food Service Program
- WRAP - School Based Programs
- Be S.A.F.E. Program

4. Sports and Aquatics

- Sports Field Permits
- Adult Sports
- Aquatic Programs

5. Regional Park and Nature Center

- Regional Park
- Nature Center

Community Recreation Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	8,067,360	7,012,387	6,637,041
Expenditures	18,332,035	18,738,945	15,703,120
FTEs	199.11	200.37	188.82

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Marine Bureau

Key Services:

1. Term Leases - Recreational

- Wet-Slip
- Dry-Slip
- Sand Stakes
- Personal Water Craft Storage Seawall

2. Term Leases - Commercial

- Restaurant Concessions
- Tours, Rentals & Clubs
- Farmer's Markets

3. Regulatory

- Private Vessel Oversight
- Private Facilities Oversight
- Public Waterways Oversight

4. Day use

- Boat Launch
- Space Reservations
- Wet-Slip Guest

5. Special Events and Filming

- Support and Clean-up

6. Landscape and Maintenance

- Clean & Re-nourish Sand Beaches & Bays
- Landscape Contract Management
- Refuse Collection
- Maintain Public Facility in Rainbow Harbor
- Maintain Natural Habitat & Estuaries
- Maintain & Repair Marinas
- Maintain & Repair Public Beach Restrooms
- Maintain & Repair Navigational Aids
- Maintain Aquatic Centers
- Maintain Public Pier
- Collect & Dispose of Water-borne Trash
- Maintain Safe & Clean Playgrounds & Play Courts
- Respond to Citizen Complaints
- Custodial Services

Marine	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	62,388,241	22,431,062	24,583,722
Expenditures	39,453,756	39,036,320	17,966,703
FTEs	104.76	108.33	105.35

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*Adjusted Budget as of August 31, 2020

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Maintenance Operations Bureau

Key Services:

1. Grounds Maintenance

- Grounds Maintenance Contract Management & Oversight for Parks & Other City Service Locations
- Irrigation & Water Conservation Projects
- Special Events Staging & Setup
- Park Homeless Camp Posting, Clean-up & Proper Storage of Property
- Urban Forest Maintenance & Inventory Management
- Park Construction and Renovation
- Conservation Corps. Partnership
- Lake Program Development & Management
- Sports Field Renovation & Maintenance
- Interdepartmental Homeless Task Force
- Urban Trail Maintenance
- Workforce Development Pacific Gateway Partner (Sunnyside Cemetery)

2. Facilities Maintenance

- Maintain Safe Facilities in Parks
- Contract Management & Oversight of Park Restrooms
- Maintain, Repair & Inspect Playgrounds and Sports Courts
- Maintain Clean & Safe Aquatic Centers
- Maintain Facility Specialty Areas
- Construction & Repair of Hardscape
- Custodial Services for Facilities
- Community Service Worker Program Management
- Special Events Staging & Set-up
- Assist with Design and Support of Renovation and New Construction Projects

Maintenance Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	231,696	519,229	500,729
Expenditures	13,795,141	15,413,528	15,221,645
FTEs	51.56	51.47	49.15

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*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Financial Summary by Category

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	3,665,308	1,115,501	1,115,501	1,064,848
Fines and Forfeitures	17,292	23,577	23,577	22,652
Use of Money & Property	33,887,750	30,493,568	30,493,568	32,818,335
Revenue from Other Agencies	4,697,577	1,616,175	1,601,669	1,661,968
Charges for Services	4,010,415	3,713,254	3,713,254	3,561,391
Other Revenues	784,209	235,819	254,319	174,415
Intrafund Services	35,814,824	93,397	293,311	93,397
Intrafund Transfers	-	-	-	-
Interfund Services	125,448	274,628	274,628	274,628
Interfund Transfers	500,000	624,232	624,232	614,284
Other Financing Sources	-	-	-	-
Total Revenues	83,502,824	38,190,152	38,394,059	40,285,916
Expenditures:				
Salaries and Wages	20,243,421	21,409,505	22,965,396	21,082,807
Employee Benefits	9,530,540	11,381,312	11,220,552	10,928,964
Overtime	1,112,007	73,337	72,032	73,337
Materials, Supplies and Services	42,776,843	19,432,417	48,404,456	20,518,107
Interfund Support	9,919,116	8,068,749	8,114,249	8,792,786
Intrafund Support	11,667	-	(18,420)	-
Capital Purchases	4,970	-	(4,970)	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	860,942	-	(464,960)	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	84,459,507	60,365,321	90,288,334	61,396,001
Personnel (Full-time Equivalents)	438.42	445.16	445.16	427.18

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**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director-Parks, Recreation & Marine	1.00	1.00	1.00	222,963	222,963
Accounting Clerk III	3.00	3.00	3.00	162,290	162,290
Administrative Aide II	6.00	6.00	6.00	375,200	377,001
Administrative Analyst II	4.00	4.00	2.00	353,517	178,718
Administrative Analyst III	6.00	6.00	7.00	578,882	675,534
Administrative Intern-NC/H44	0.76	0.76	0.76	38,993	38,989
Animal Control Officer I	7.00	7.00	7.00	381,446	377,768
Animal Control Officer II	5.00	5.00	5.00	292,784	282,006
Animal Control Officer I-NC	4.08	4.08	4.08	184,130	184,110
Animal Health Technician	3.00	3.00	3.00	154,781	158,674
Animal License Inspector-NC	6.02	6.02	6.02	181,707	194,654
Animal Services Operations Supervisor	2.00	2.00	2.00	175,367	179,690
Aquatics Supervisor I	3.00	3.00	1.00	189,826	56,596
Aquatics Supervisor II	1.00	1.00	2.00	82,836	142,625
Assistant Administrative Analyst I	1.00	1.00	1.00	64,413	64,413
Assistant Administrative Analyst II	2.00	2.00	2.00	137,586	137,586
Automatic Sprinkler Control Tech	1.00	1.00	1.00	48,032	53,424
Building Services Supervisor	2.00	2.00	2.00	117,991	117,991
Carpenter	1.00	1.00	1.00	64,769	69,394
Clerk I	0.44	1.44	1.44	47,265	47,265
Clerk III	2.52	2.52	2.52	95,712	95,712
Clerk I-NC	4.40	4.40	4.40	137,299	137,284
Clerk Typist I	2.00	2.00	2.00	84,609	86,977
Clerk Typist II	2.77	2.77	2.00	116,330	77,800
Clerk Typist III	12.00	12.00	8.50	581,903	426,964
Clerk Typist I-NC	0.67	0.67	0.67	24,109	24,106
Clerk Typist IV	1.00	1.00	1.00	50,299	50,299
Community Engagement Manager	1.00	1.00	-	139,182	-
Community Information Officer	1.00	1.00	1.00	113,508	113,508
Community Information Specialist I	1.85	1.85	1.85	87,830	87,830
Community Information Specialist II	2.00	2.00	2.00	103,852	105,423
Community Services Supervisor	16.04	17.04	16.04	1,365,895	1,318,284
Cultural Program Supervisor	1.00	1.00	1.00	82,836	82,836
Deputy Director-Parks, Recreation & Marine	1.00	1.00	1.00	169,863	169,863
Electrician	3.00	3.00	3.00	179,928	206,112
Equipment Operator II	3.00	3.00	3.00	143,674	160,450
Equipment Operator III	5.00	5.00	5.00	261,129	287,803
Executive Assistant	1.00	1.00	1.00	75,318	75,318
Financial Services Officer	1.00	1.00	1.00	110,038	110,038
Gardener II	3.00	3.00	9.00	136,945	440,283

Personnel Summary

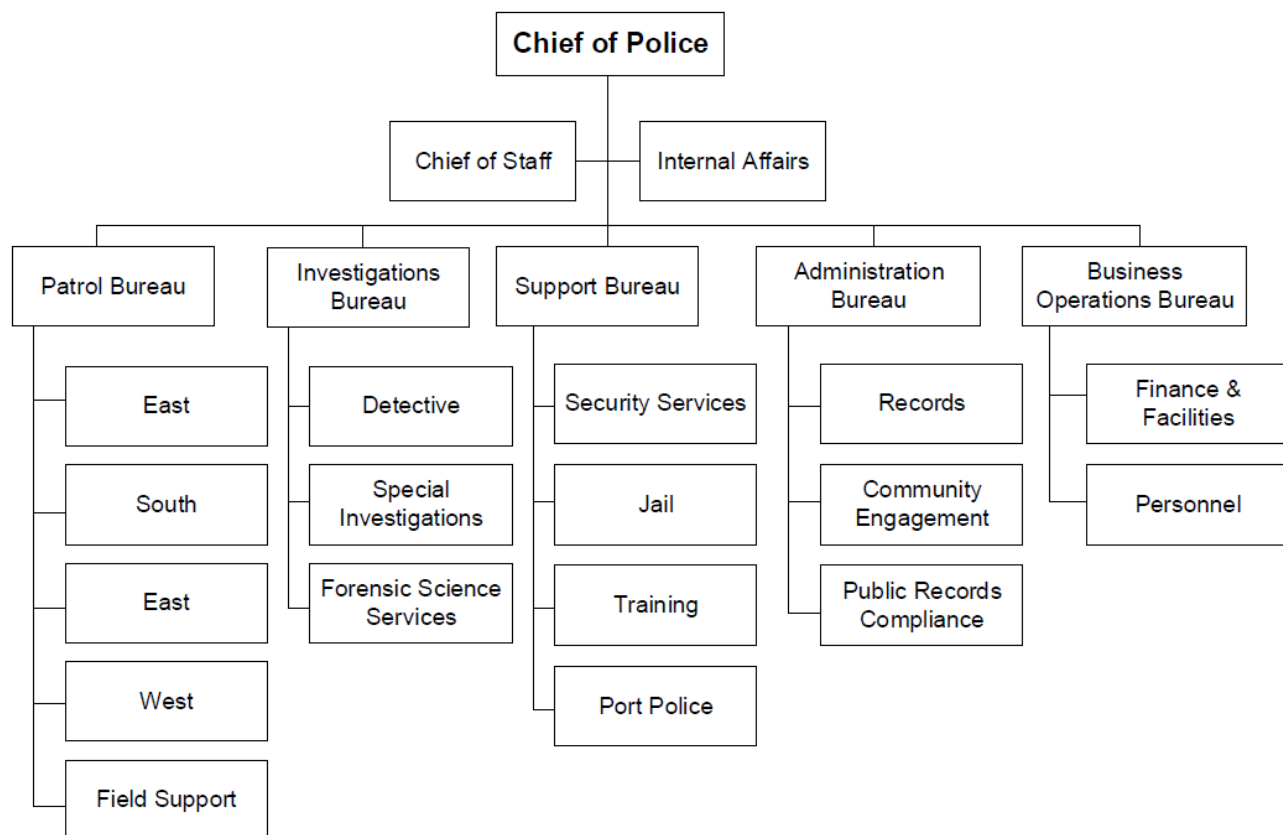
Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
General Maintenance Assistant	11.00	11.00	11.00	542,685	615,869
General Maintenance Supervisor II	3.00	3.00	3.00	224,441	226,342
Landscape Maintenance Monitor	6.00	6.00	-	291,197	-
Maintenance Assistant I	18.00	18.00	18.00	678,439	724,715
Maintenance Assistant I – NC	11.81	14.78	12.46	498,860	450,853
Maintenance Assistant II	9.00	9.00	9.00	365,703	400,521
Maintenance Assistant II – NC	6.63	6.54	6.54	248,487	267,520
Maintenance Assistant III	20.00	19.00	19.00	861,349	884,054
Maintenance Assistant III – NC	4.00	4.00	4.00	162,311	174,743
Manager-Animal Care Services	-	-	1.00	-	139,645
Manager-Animal Control	1.00	1.00	-	137,265	-
Manager-Maintenance Operations	1.00	1.00	1.00	134,363	134,363
Manager-Marinas And Beaches	1.00	1.00	1.00	140,884	140,884
Manager-Park Planning & Partnership	-	-	1.00	-	140,556
Manager-Recreation Services	1.00	1.00	1.00	143,895	143,895
Marina Agent I	2.00	2.00	2.00	80,122	84,227
Marina Agent II	7.00	7.00	6.00	321,921	284,512
Marina Agent III	5.00	5.00	4.40	277,230	233,608
Marina Supervisor	3.00	3.00	2.00	227,767	164,039
Marine Aide-NC	0.72	1.32	1.85	49,956	70,006
Offset Press Operator I	0.88	0.88	-	45,477	-
Painter I	2.00	2.00	1.00	106,548	63,006
Painter II	2.00	2.00	2.00	123,203	132,654
Park Maintenance Supervisor	5.00	6.00	6.00	379,760	390,754
Park Naturalist	2.00	2.00	2.00	116,628	120,557
Payroll/Personnel Assistant II	2.74	2.74	2.74	139,466	141,237
Plumber	2.00	2.00	3.00	124,251	186,358
Power Equipment Repair Mechanic II	1.00	1.00	1.00	61,601	65,347
Public Health Associate I	1.00	2.00	2.00	67,614	70,625
Public Health Associate II	1.00	1.00	1.00	51,517	51,546
Recreation Assistant	14.00	14.00	14.00	709,234	723,906
Recreation Leader/Specialist III – NC	16.17	15.87	14.90	439,442	444,542
Recreation Leader/Specialist IV – NC	56.10	56.10	55.47	1,633,547	1,692,448
Recreation Leader/Specialist V – NC	24.91	25.74	24.43	821,475	778,607
Recreation Leader/Specialist VI – NC	23.80	23.80	21.23	829,386	739,745
Recreation Leader/Specialist VII – NC	21.28	21.01	20.20	807,006	778,443
Recreation Leader/Specialist VIII – NC	1.93	1.93	1.45	82,780	62,185
Recreation Leader/Specialist X – NC	2.23	2.23	1.56	103,822	72,621
Recreation Superintendent	4.00	4.00	4.00	428,942	428,942
Secretary	4.00	4.00	5.00	221,784	256,522
Senior Animal Control Officer	3.00	3.00	3.00	203,145	203,145
Senior Equipment Operator	3.00	3.00	3.00	196,870	224,590
Special Projects Officer	1.00	1.00	1.00	122,091	122,091

Personnel Summary

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Police



Robert G. Luna, Chief of Police

Wally Hebeish, Assistant Chief

Erik Herzog, Deputy Chief, Investigations Bureau

Michael Lewis, Deputy Chief, Patrol Bureau

Robert Smith, Deputy Chief, Support Bureau

Debbie Mills, Interim Administration Bureau Chief

Maura Velasco-Ventura, Business Operations Bureau Chief

Department Overview

Vision:

A safe city for all people

Mission:

Public safety through partnerships

Core Values:

- Ethics – doing the right things
- Intelligence – doing things right
- Respect – treating people right

Priorities:

- Principles - Promote the constitutional rights and liberties of all people through professional, proactive, compassionate and innovative full-service policing.
- Practices - Implement the best tools and technology available to solve problems, reduce crime, and maximize results.
- Partnerships - Engage in partnerships with a broad network of stakeholders, including public, private, and non-profit communities, to develop and deliver effective solutions to crime and quality of life problems.

FY 21 Focus:

Over the past few years, the Police Department has achieved several accomplishments that have modernized the Department's operations, improved transparency, and better equipped the Department to address new requirements, services and workload from federal, state and regional legislative mandates. In addition to its core services, the Police Department has been an active participant in many citywide efforts including providing response and aid during the unprecedented COVID-19 pandemic, protecting life and property during the civil unrest that stemmed from the tragic murder of George Floyd in Minneapolis, and participating in the ongoing dialogue surrounding racial reconciliation. The Police Department is committed to the City's efforts to promote equity and social justice, building trust with the community, and restructuring the operation to align with forecasted economic hardship linked to COVID-19. While the current and future financial landscape is challenging, key investments and technology enhancements previously allocated to the Police Department will be critical in ensuring the department continues to be an efficient, effective, innovative, and accountable organization that seeks to provide public safety services in a manner that meets the community's expectations.

Core Services:

The Police Department performs a variety of public safety services. The Department's core services include 24/7 response to 9-1-1 emergencies and general calls for service, criminal investigations, victim support, police contract services supplied to external agencies, and a growing workload stemming from federal and state legislative mandates.

The Police Department provides a variety of diverse field response services in order to safely and constitutionally address incidents stemming from 9-1-1 emergency and general calls for service. The Police Department continues to augment its basic patrol services with its Quality of Life Teams, Mental Health Evaluation Teams, and has increased its partnerships with additional regional partners that provide longterm care for individuals experiencing homelessness and/or requiring mental health services, care, and intervention.

The Police Department also provides high quality investigative services for victims in crime. In 2020, the Department investigated over 26,000 cases year-to-date, with some cases involving multiple victims. LBPB detectives receive specialized training and serve as victim advocates through trauma-informed and victim-centered investigations. Certain criminal investigations involve sensitive victims or family

Department Overview

dynamics. LBPd continues to deploy its integrated response teams, composed of detectives and local non-profit partners. These response teams provide both immediate, 24/7 assistance as well as follow-up with victims of child abuse, elder abuse, domestic violence, and sex crimes. These teams work to ensure that victims have been removed from dangerous situations and receive support that they need. In addition to deploying these integrated response teams, the Police Department houses local non-profit partners such as the Long Beach Trauma Recovery Center, the Department of Children and Family Services, and Wise and Healthy Aging within the Public Safety Building to promote quicker connectivity between services and victims.

Recent legislative mandates have increased the Department's workload, requiring the organization to expand its public safety core services. Multiple State legislative bills were passed in 2019 and 2020 that created additional core services to be provided by the Police Department. This includes (i) additional requirements to review, prepare, and release bodyworn camera footage in accordance with State guidelines, (ii) response requirements to research, prepare and issue qualified documents to a growing volume of public records act requests that has increased by 33 percent, (iv) mandates to continuously post LBPd policies, procedures, and training materials on the Department's website, and (v) compile and report data consistent with the State's Racial Identification and Profiling Act (RIPA) data collection mandates. These new mandates and corresponding workload exceeds the Department's capacity to comply with these unfunded mandates and as a result, the Police Department has re-assigned employees to assist with these additional duties.

FY 21 Budget Approach:

As part of the approach to address the FY 21 deficit, the Police Department has focused its efforts on civilianizing sworn functions as a cost-saving measure to delivering police services, identifying service reductions in areas where there is a noted decrease in service need, and restructuring remaining resources to address emerging issues surrounding the racial reconciliation and equity dialogue as expressed by the community.

In order to address the budget shortfall, the Police Department included plans to move certain duties from sworn positions to civilian positions. These adopted plans are based on research from other large cities and police departments that found civilianization of sworn positions to be a cost-effective strategy to retain some public safety functions. This review included assessing administrative, investigative, or non-emergency functions that were previously performed by sworn personnel that may be transitioned to civilian personnel.

To address the FY 21 deficit, the Police Department analyzed its current investments and resources in comparison with service needs. There were several areas in which the Police Department will implement service reductions to match actual staffing and service levels. As an example, recent and ongoing criminal justice reform has impacted the way public safety and the justice system approaches arrests, incarceration, and recidivism. Declining arrest trends, combined with infrastructure improvements to the City's jail facility, will allow for operational efficiencies and restructuring to Jail Division staffing. In total, operational efficiencies will reduce Jail Division staffing by 12 civilian positions in the detention, court affairs, and court bailiff details.

Despite the severe deficit in FY 21, the Police Department continues to discover strategies to enhance its public safety services. As part of this effort, the Department will restructure its existing resources to meet the continuously changing environment, expectations, and needs of the community. An example of one reorganization is the creation of the Office of Constitutional Policing. Existing resources were restructured to staff a Special Projects Officer, one Lieutenant and a Business Services Specialist IV to assess the Department's training, policies and procedures and enhance the way police services are delivered to the community.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Average response time to Priority 1 calls for service (minutes)	4.3	5.0	5.0	5.0

For FY 21, it is anticipated that resources will allow the Department to continue to respond to Priority 1 calls for service in an average of 5.0 minutes or less. Priority 1 calls are potentially life-threatening emergencies, such as a shooting or a robbery in progress. This level of call receives the Police Department's fastest response time.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Violent crime rate (violent crimes per 1,000 residents)	5.26	5.9	5.5	5.5

Violent crimes per 1,000 residents are based on a population of approximately 485,000 (from the American Community Survey). The projection for FY 21 is based on the average violent crime rate for the past five years. The Department will continue to maximize technology and data driven strategies to optimize resources to impact violent crime.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of calls for service responded to	601,260	600,000	600,000	600,000

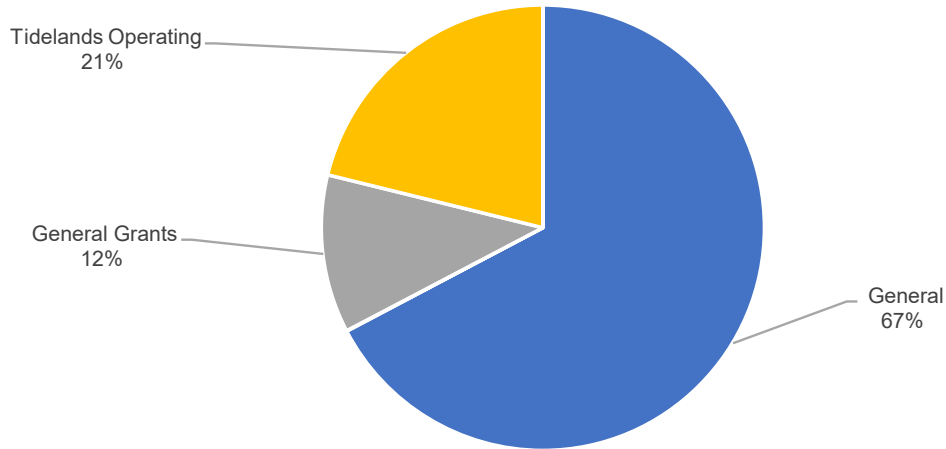
Since FY 19, Officer response to calls for service (CFS) and Officer initiated activities have decreased slightly.

FY 20 Accomplishments

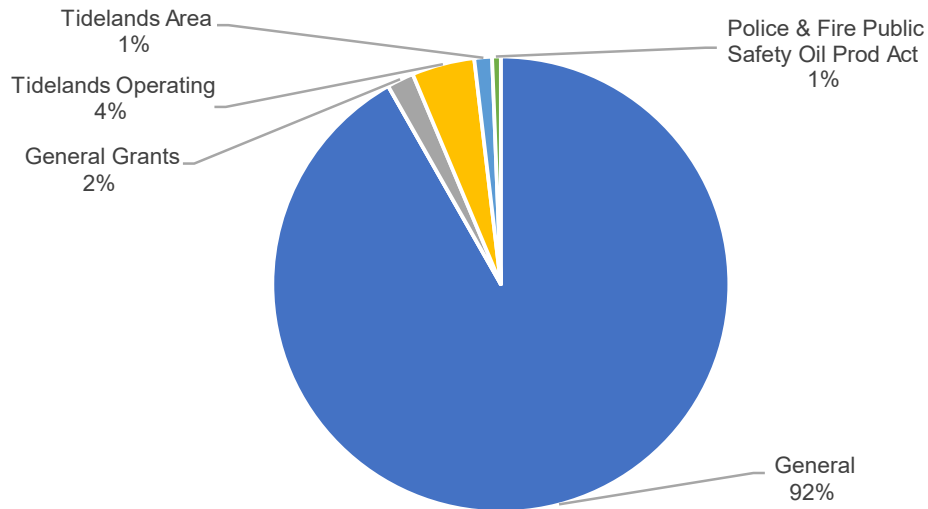
- In calendar year 2019, Police Officers were dispatched to 193,439 calls for service.
- The average response time to Priority 1 dispatches, in calendar year 2019, was 4.3 minutes.
- Fifty Police Recruits graduated in February 2020 as part of Academy Class #94.
- Forty Police Recruit candidates were selected to join Police Academy Class #95, which commenced in October 2020 and will graduate in the spring of 2021.
- In August 2020, established the Office of Constitutional Policing responsible for creating forward-looking change centered on management practices, policies, training, recruitment, accountability, and constitutional policing.
- Successfully submitted “stop” data in compliance with AB 953 to the California’s Department of Justice.
- Initiated the first phase to implement a new, contemporary Records Management System to comply with Department of Justice standards.
- In January 2020, revised its use of force policy to include prioritizing the reverence for life, requiring the duty to intervene, de-escalation with both verbal and physical strategies, applying force proportionality and mandating medical aide assistance.
- Participated in juvenile diversion efforts by offering 124 juvenile diversion offers resulting in 115 youth successfully completing the program and only six youth re-offending, representing a 95% success rate.
- Continue to supply alternative police services through the Quality of Life Team, Mental Health Evaluation teams, the Justice Lab and jail clinician program.
- LBPd Metro officers partnered with People Assisting the Homeless (PATH) to assist in ongoing outreach to persons experiencing homelessness who utilize the Metro system for transportation.
- Fully implemented mental health services for LBPd employees by providing access to on-call, short-term counseling services with mental health professionals.
- Created the Looting Task Force with the sole purpose of conducting criminal investigations for significant crimes during the civil unrest experienced in May of 2020. The Task Force conducted 45 arrests and obtained 54 arrest warrants related crimes such as looting, burglary, robbery, and vandalism.
- In September 2020, investigated and apprehended 12 suspects related to the pre-planned attack at a 2019 Halloween party shooting that left three dead and nine injured.
- Proactively modified police protocols to limit transmission of COVID-19 by issuing various personal protective equipment, implementing increased online, video conference and telephonic police response and appointments.
- Awarded \$657,000 in Department of Justice COVID-19 funding to support law enforcement service and equipment needs.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	30,007,448	247,102,849	(217,095,401)
Capital Projects	15,650	-	15,650
General Grants	5,121,530	5,122,572	(1,042)
Tidelands Operating	9,439,920	11,963,888	(2,523,968)
Tidelands Area	-	3,356,184	(3,356,184)
Police & Fire Public Safety Oil Prod Act	-	1,659,194	(1,659,194)
Total	44,584,548	269,204,686	(224,620,139)

Summary of Changes*

GENERAL FUND GROUP	Impact	Positions
Create the Office of Constitutional Policing dedicated to rethinking policing through a forward-looking focus that is centered on accountability, constitutional policing, management practices, policies, training, and recruitment. Upgrade a Sergeant to a Lieutenant offset by overtime, reallocate a Special Projects Officer from the Executive Bureau, and add a Business Services Specialist IV to serve as a Data Scientist, offset with overtime.	-	1.00
Convert 16 Police Officers to 16 Community Services Assistants to respond to Priority 3 Report calls. Priority 3 calls are non-violent 911 calls that are primarily requests for a crime report to be filled after a property crime has occurred. Uniformed, unarmed civilians will be trained to investigate and officially document specific property-based crimes, respond to radio calls for nonviolent crimes, and assist community members with police reports.	(1,299,824)	-
Eliminate 1 Clerk Typist III assigned to the Court Affairs Unit to align with the reduced workload.	(85,484)	(1.00)
Eliminate 1 Clerk Typist III from the City Jail's Booking Desk to align with the reduced workload and volume of bookings.	(81,000)	(1.00)
Eliminate 1 Detective and 1 Clerk Typist III, and add 1 Special Investigations Division Analyst, 1 Police Investigator-NC, and 1 Crime Analyst, for a net savings. By investing in analytical positions, the department will be able to get crime trends and provide operational direction to field sworn personnel.	(22,255)	0.70
Eliminate 1 Lieutenant position assigned to the Vice Detail. This reduces the Vice Detail Unit from 9 FTEs to 8 FTEs. The 6 sworn FTEs and 2 civilian FTEs remaining will continue to research ABC licenses and compliance issues, issue and assess Entertainment Permits, perform backgrounds on marijuana business license applications, and investigate crimes, enforce laws, and participate in rescues related to Human Trafficking.	(309,000)	(1.00)
Eliminate 1 Special Services Officer IV assigned to Court Bailiffs to align with the reduced workload.	(117,000)	(1.00)
Eliminate 1 Special Services Officer IV assigned to schedule trainings and staffing at the Jail Division. These duties will be performed by existing staff.	(117,000)	(1.00)
Eliminate 3 Police Officers and add 2 Assistant Administrative Analyst II positions in the Warrant Detail to continue the work of monitoring and coordinating due diligence checks on individuals with outstanding warrants.	(455,503)	(1.00)
Eliminate 2 Police Officers from the K-9 Unit. The K-9s and their handlers equip the Police Department with the ability to use specially trained dogs to assist in apprehending suspects, conducting bomb and explosive detection and narcotics detection.	(493,034)	(2.00)

Summary of Changes*

Eliminate 4 Special Services Officers III in the Detention section assigned to the Juvenile Booking Facility currently located at the East Substation, by moving the facility to the Public Safety Building in Downtown, thereby eliminating the need for dedicated staff at an offsite facility.	(408,000)	(4.00)
Eliminate 4 Special Services Officers III positions due to the consolidation of the Women and Men's Jail onto one floor of the Public Safety Building, which can be accommodated and stay within policy set by the California Board of State and Community Corrections.	(408,000)	(4.00)
Eliminate 4 vacant Police Officers from the Traffic Motor Unit, aligning to actual staffing. This reduction aligns budget to actual staffing.	(845,209)	(4.00)
Eliminate 5 Police Officers and add 5 Property Supply Clerks who will be assigned to manage, replace, and coordinate the repair of public safety equipment and facility duties at the police substations.	(520,105)	-
Eliminate 5 Police Officers from the Narcotics Field Team assigned to investigate street sales. This reduces the Narcotics Field Team from a total of 8 sworn to 3 police officers and reduces the portion of the Drug Investigation Section that investigates local street sales. The remaining portion of the Drug Investigation Section will remain intact with 14 sworn FTEs and will be available to investigate large-scale narcotic crimes.	(1,146,350)	(5.00)
Eliminate 6 Police Officers and add 2 Civilian Pilots in the Air Support Unit. The Air Support operation schedule will be reassessed and aligned with calls for service trends and patterns.	(911,259)	(4.00)
Eliminate a Lieutenant and add an Administrative Analyst III in the West Division, to continue support of the various systems the department utilizes such as RMS and Body-worn Camera Program.	(174,484)	-
Eliminate one Accounting Clerk position in the Financial Bureau, assigned to process and arrange travel for the department's employees to attend trainings, conferences, and perform extraditions. This function will be delegated to existing personnel.	(83,752)	(1.00)
Eliminate one Administrative Intern position to support E-Citation Technology software ongoing license and maintenance costs. The E-Citation technology will prepare traffic citations and automatically update citation data into the Police Records Management System, eliminating the need for Police Officers to issue paper citation and eliminates the need for clerical data entry.	-	(1.00)
Eliminate the final Police Officer and reimbursement revenue assigned to the LBUSD School Resource Officer program, at LBUSD's request.	(10,019)	(1.00)
Eliminate 4 vacant Police Officers from the South Division Bike Unit. This unit conducts bike patrol around the Downtown Entertainment District. This reduction aligns budget to actual staffing.	(799,328)	(4.00)
Eliminate 2 Police Officers and reimbursement revenue at the request of the Los Angeles Metro and their contract with the Police Department.	91,655	(2.00)
Reallocate one Assistant Administrative Analyst III from the Chief of Police Office to the Internal Affairs Division, providing the ability to prepare trend analysis and onboard new technology to perform better case management of the Internal Affairs caseload.	-	-

Summary of Changes*

Reclassify various positions and reorganize to better align budget to operations, including converting a Police Specialist Services III to a Public Affairs Assistant I; upgrading an Administrative Analyst I to II to be consistent with other Patrol Bureau Crime Analysts; converting a Clerk Typist to a Bureau Secretary assigned to the Assistant Chief of Police's Office; and converting one Traffic Motor Sergeant to CORE Lieutenant assigned to oversee Emergency preparedness and the Reserve/Cadet programs. These changes total \$41,906 and are offset by a reduction in overtime budget.	-	-
Reduce overtime budget that supports video monitoring in the South Division Pine Camera Program. Police officers on overtime monitor the video system focusing their efforts on Thursday, Friday and Saturday nights from 10:00PM - 3:00AM. Police will explore alternative staffing options to staff this desk when needed on straight-time.	(55,000)	-
Transfer 4 Quality of Life Officers to Field Support Division to work with the Mental Health Evaluation Team and be supervised by one Sergeant, instead of assigned to each division leading to a more effective team.	-	-
Transfer the Crossing Guard Program from the Police Department to the Public Works Department in an effort to provide efficiencies in hiring and maintaining personnel.	(1,420,358)	(26.23)
Upgrade five Clerk Supervisors to five Administrative Aide positions in the Records Division, offset with a downgrade of 3 Senior Record Clerks to 2 Administrative Analysts III and 1 Assistant Administrative Analyst II in the Records Division, for a net savings. There is less need to oversee data entry in systems and instead, there is a greater need for analytical skills.	(16,194)	-
Upgrade one Police Officer to a Sergeant to provide oversight of the Mental Health Evaluation Team and the Quality of Life Team, offset with a reduction of \$50,000 in overtime.	-	-
Expand the coverage and services typically done by Park Rangers to include Bixby Park and McArthur Park.	95,374	-
One-time cost recognizing delays in implementing some of the budget proposals where savings will not commence at the beginning of the fiscal year, including the time needed to implement civilianizing Priority 3 calls response, logistical equipment and facility duties, and civilianizing the Air Unit.	910,396	-
One-time reduction of the Police South Division Pine Overtime Program (leaving \$125,000 remaining in the Program for FY 21) to help temporarily offset the restoration of the Violent Sexual Predator Unit and the K-9 Unit positions (from the FY 21 Proposed Budget), and the additional support for Park Ranger-related coverage and services.	(600,000)	-

TIDELANDS OPERATIONS FUND GROUP

	Impact	Positions
Reduce overtime for Police patrol in the South Division Tidelands area. This is a reduction of approximately 88 10-hours shifts that would have been dedicated to this area. Approximately \$291,000 of budgeted funding will remain.	(83,034)	-

Summary of Changes*

*For ease of review, reallocations of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Executive Office

Key Services:

1. Chief of Police

- Management of Department Operations
- Community Response Coordination
- Strategic Planning and Vision Development
- City Hall Liaison

2. Assistant Chief of Police

- a. Office of Constitutional Policing
- b. Strategic Communications
- c. Executive Projects
- d. Executive Implementation

3. Internal Affairs

- Citizen Complaint Review
- Investigations into Employee Misconduct
- Case Management
- Case Disposition

Executive Office	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	3,821	15,000	-
Expenditures	4,829,682	4,218,602	4,879,984
FTEs	18.00	20.00	22.48

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Administration Bureau

Key Services:

1. Community Engagement

- Community Partnership Programming
- Youth Explorer Program
- Social Media/Website Coordination
- Volunteer Coordination
- Press Conferences

2. Public Records Compliance

- Bodyworn Camera Program
- Management of Public Records Act requests
- Public records preparation and release

3. Records Management

- Report Processing
- Warrants Inquiry/Processing
- Automobile Records
- Public Inquiries
- Fingerprint Analysis
- Teletype
- Imaging/Xerox
- Crime Statistics/Uniform Crime

Administration	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	4,242,790	871,061	883,461
Expenditures	30,235,777	41,931,618	42,169,571
FTEs	112.00	123.00	109.00

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Business Operations Bureau

Key Services:

1. Budget Management

- Budget Development
- Financial Strategic Planning
- Budget Management
- Personnel Budgeting

2. Accounting

- Accounts Payable
- Billing and Collections
- Accounts Receivable
- Imprest Cash Management
- Reimbursements

3. Contract Administration

- Contract Administration
- Purchasing

- Grant Administration
- Inventory Management

4. Personnel Operations

- Payroll Processing
- Injured Worker Program/Workers Compensation
- Employee Benefits
- Custodial Uniforms
- HR Munis/LBCOAST
- Recruitment
- Employee Wellness

5. Bureau Management

- Strategic Planning
- City Council Letters
- Approvals
- Policies and Procedures
- Project Funding Requests

Business Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	12,923,273	13,731,924	10,385,836
Expenditures	22,873,022	20,845,009	10,481,889
FTEs	12.00	12.00	24.00

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Investigations Bureau

Key Services:

1. Narcotic Investigations

- Intelligence
- Prosecution
- Enforcement
- Investigations

2. Gang Investigations

- Intelligence
- Prosecution
- Enforcement
- Investigations

3. Violent Crimes

- Intelligence
- Prosecution
- Enforcement
- Investigations

4. Property Crimes

- Intelligence
- Prosecution
- Enforcement
- Investigations

5. Child, Sexual, Spousal and Elder Abuse Crimes

- Intelligence
- Prosecution
- Enforcement
- Victim Support
- Investigations
- Prevention

6. Vice Crimes

- Intelligence
- Prosecution
- Enforcement
- Licensing and Permits
- Investigations

7. Property and Evidence Control

- Receipt of property/evidence
- Disposal of property/evidence
- Inventory and Storage of property/evidence
- Release of property/evidence

8. Forensic Analysis

- Ballistic Analysis
- Drug and Toxicity Analysis
- Incident Photography
- Crime Scene Analysis
- Blood Analysis
- Fingerprint Analysis

9. Criminal Intelligence

- Intelligence
- Analysis
- Investigations

10. Officer Involved Shootings and Incustody Death Investigations

- Investigations
- Liaison with other investigative agencies
- Prosecution
- Presentation at Review Boards

11. Legal Compliance

- Serve court orders and warrants
- Enforce Compliance with Court Ordered Conditions
- Maintain and manage due diligence requirements

Investigations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	736,998	874,800	676,300
Expenditures	48,719,405	50,561,635	50,194,704
FTEs	230.70	230.70	223.40

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Patrol Bureau

Key Services:

1. Response to Calls for Service

- Priority 1 Response
- Priority 2 Response
- Priority 3 Response

2. Proactive Patrol

- Traffic Safety
- Suspicious Person/Activity Investigations
- Assisting Citizens
- Crime Prevention & Management
- Community Outreach

3. Patrol Support Services

- Air Support
- K-9
- Mental Health Evaluation
- Event Planning & Management
- Special Weapons & Tactics (SWAT)
- Reserves & Community Services Assistants

4. Traffic Safety

- Collision Investigations
- DUI Enforcement
- Traffic Enforcement/Education
- Commercial Enforcement
- Impound Hearings

5. Administration and Management

- Patrol Deployment & Scheduling
- Field Training Coordination

- Personnel Management
- Budgeting
- Community Meetings & Collaboration
- Training for Officers, Sergeants & Lieutenants
- Risk Management
- Crime Analysis
- Project Assignments
- Inspections and Reviews
- Liaison to Elected Officials & Staff
- Event Action Plans

6. Proactive Enforcement/Problem Solving

- Nuisance Abatement
- Focused Traffic Enforcement
- Directed Enforcement Teams
- Patrol Resource Officers
- Public Safety Realignment Team
- Entertainment Policing

7. Quality of Life

- Homeless Support Services
- Mental Health Incident Response and Support
- Street Food Vendors
- Graffiti

8. Rallies, Protests, and Marches

- Event Planning, Management, and Support
- Public Gathering Protection
- Support of First Amendment Rights

Patrol	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	5,439,433	4,635,868	4,650,663
Expenditures	108,999,905	114,734,002	111,098,457
FTEs	582.71	582.71	540.00

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*Adjusted Budget as of August 31, 2020

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Support Bureau

Key Services:

1. Jail

- Booking & Detention
- Transportation
- Court Bailiff Duties
- LiveScan
- Prisoner Care & Custody-Medical Services
- Civic Center Security
- Bail/Bail Bonds

2. Training

- Manuals, Orders, Policies, Training Bulletins, and Legal Updates
- Background Investigations
- POST Basic Academy
- Advanced Officer Training Course
- Range Operations
- Recruitment

3. Contract Security and Law Enforcement Services

- LBCC Security
- LB Transit Security
- LB Airport Security
- LA Metro Security
- Homeland Security Grants and Equipment Coordination (UASI and PSPG)
- Park Rangers

4. Port Police Division

- Critical Infrastructure Protection
- Maritime Coordination Center
- Port Security Grant Program Management
- Area Maritime Security
- Marine Patrol

5. Administration and Management

- Travel & Training Requests
- Project Assignments
- Homeland Security Grant Management
- Contract Service Management

Support	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	25,969,879	26,301,689	27,988,287
Expenditures	47,069,323	48,579,067	50,380,082
FTEs	286.50	283.50	270.50

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*Adjusted Budget as of August 31, 2020

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Financial Summary by Category

	Actual FY 19	Adopted* FY 20	Adjusted** FY 20	Adopted* FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	1,424,173	77,000	77,000	139,500
Fines and Forfeitures	1,979,944	2,014,719	2,014,719	2,020,333
Use of Money & Property	173,778	20,650	20,676	110,650
Revenue from Other Agencies	9,238,180	6,289,375	8,056,250	5,616,530
Charges for Services	17,859,336	15,998,965	15,998,965	16,259,308
Other Revenues	180,930	156,100	156,100	156,100
Intrafund Services	750	-	-	-
Intrafund Transfers	450,000	-	-	-
Interfund Services	17,868,028	20,106,632	20,106,632	20,282,126
Interfund Transfers	141,072	-	-	-
Other Financing Sources	-	-	-	-
Total Revenues	49,316,192	44,663,441	46,430,343	44,584,548
Expenditures:				
Salaries and Wages	115,509,764	123,621,498	128,278,126	123,736,776
Employee Benefits	78,979,221	89,030,816	89,280,376	90,600,098
Overtime	26,288,635	11,354,289	11,636,652	11,306,796
Materials, Supplies and Services	10,915,607	9,720,900	21,300,005	6,749,475
Interfund Support	30,383,485	30,647,612	29,721,677	36,578,341
Intrafund Support	42,893	13,414	379,146	231,800
Capital Purchases	338,084	-	240,552	-
Insurance Premiums and Losses	-	400	400	400
Other Non-Operational Expenditures	109,544	-	-	-
Operating Transfers	159,880	109,313	32,000	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	1,000	1,000	1,000
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	262,727,114	264,499,242	280,869,933	269,204,686
Personnel (Full-time Equivalents)	1,241.91	1,251.91	1,251.91	1,189.38

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**Adjusted Budget as of August 31, 2020

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Personnel Summary

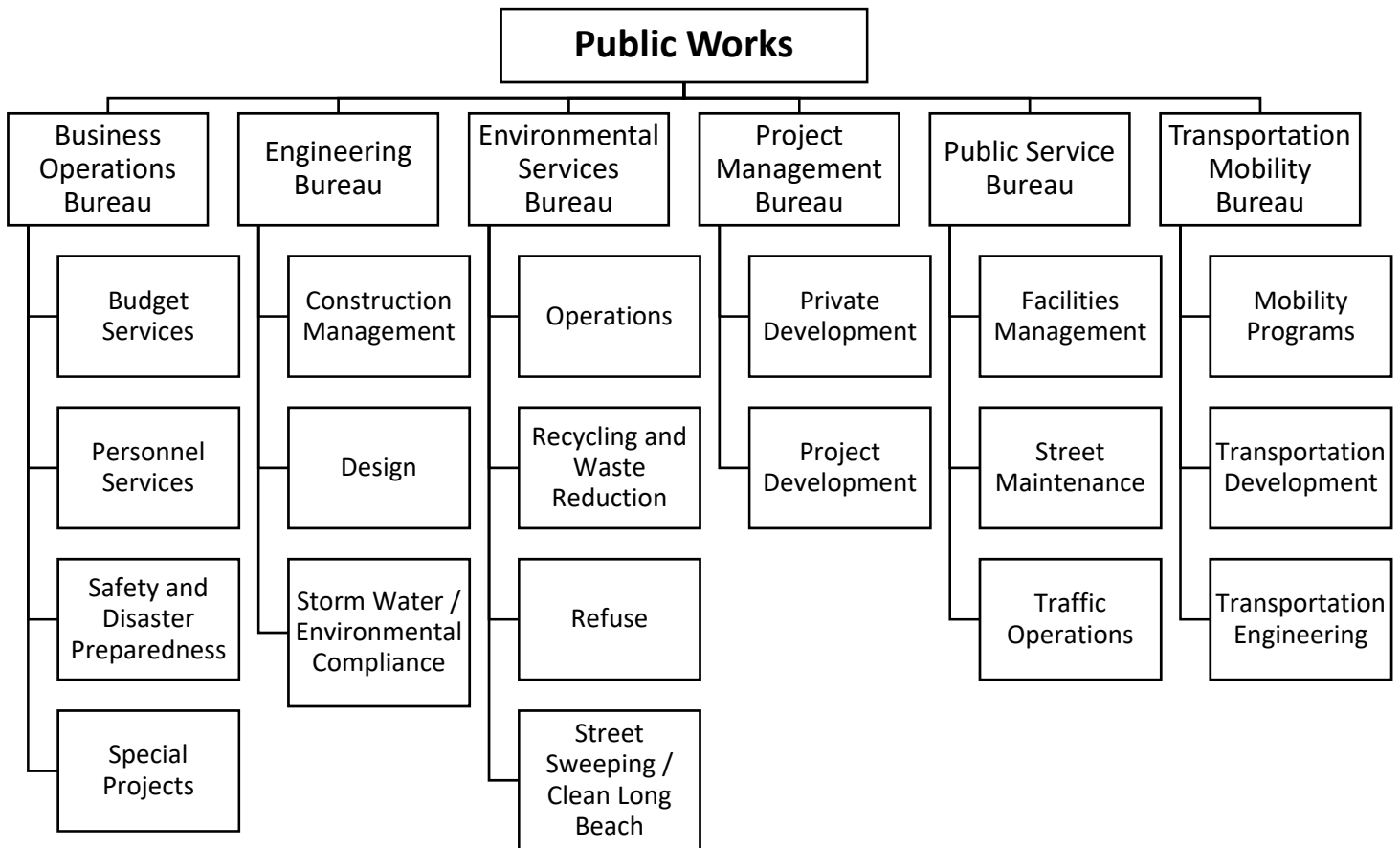
Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Chief of Police	1.00	1.00	1.00	270,975	270,975
Accounting Clerk III	3.00	3.00	2.00	147,009	100,142
Accounting Technician	2.00	2.00	2.00	119,374	119,374
Administration Bureau Chief	1.00	1.00	1.00	132,705	132,705
Administrative Aide II	1.00	1.00	7.00	62,725	384,860
Administrative Analyst I	1.00	1.00	-	72,547	-
Administrative Analyst II	7.00	7.00	10.00	566,742	800,972
Administrative Analyst III	7.00	10.00	13.00	884,932	1,087,250
Administrative Intern-NC/H36	1.00	1.00	-	33,197	-
Administrative Intern-NC/H44	4.00	4.00	4.00	205,226	205,203
Administrative Intern-NC/H45	0.48	0.48	0.48	25,922	25,920
Administrative Officer-Police	2.00	2.00	2.00	237,134	237,134
Airport Public Affairs Assistant	2.00	3.00	4.00	208,717	278,376
Airport Public Affairs Officer	-	1.00	1.00	100,857	100,857
Assistant Administrative Analyst II	6.00	8.00	11.00	531,097	704,249
Assistant Chief of Police	-	1.00	1.00	243,073	267,005
Building Services Supervisor	1.00	1.00	1.00	58,265	47,487
Business Systems Specialist IV	-	1.00	2.00	82,836	165,671
Chief Financial Officer	1.00	1.00	1.00	141,992	151,931
Clerk Supervisor	6.00	6.00	1.00	359,538	59,687
Clerk Typist III	91.00	96.00	92.00	4,707,190	4,545,407
Clerk Typist IV	3.00	2.00	2.00	113,815	113,815
Community Services Assistant	-	-	16.00	-	877,127
Criminalist I	3.00	3.00	3.00	244,402	256,811
Criminalist II	8.00	8.00	8.00	807,732	753,778
Criminalist IV	1.00	1.00	1.00	106,742	112,112
Criminalist Supervisor	1.00	1.00	1.00	115,290	115,290
Customer Service Representative II	4.00	4.00	4.00	177,838	178,447
Customer Service Representative III	2.00	2.00	2.00	104,387	109,690
Customer Service Supervisor II	1.00	1.00	1.00	63,942	67,222
Deputy Chief of Police	3.00	3.00	3.00	689,769	664,063
Financial Services Officer	1.00	1.00	1.00	116,782	112,752
Fingerprint Classifier	6.00	6.00	6.00	330,010	340,851
Forensic Science Svcs Administrator	1.00	1.00	1.00	126,334	126,334
Forensic Specialist Supervisor	1.00	1.00	1.00	96,505	96,505
Jail Administrator	1.00	1.00	1.00	138,017	138,017
Maintenance Assistant I	4.00	4.00	4.00	160,337	172,637
Maintenance Assistant III	1.00	1.00	1.00	48,022	52,854
Maintenance Assistant I-NC	8.00	8.00	8.00	269,536	290,208
Neighborhood Services Specialist III	3.00	3.00	2.00	180,146	128,590
Nurse II	2.00	2.00	2.00	142,570	163,956
Nurse Practitioner	1.00	1.00	1.00	106,777	100,169
Park Ranger I	2.00	2.00	2.00	107,474	112,068
Park Ranger I-NC	0.50	0.50	0.50	26,950	25,676

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Payroll/Personnel Assistant II	3.00	3.00	3.00	149,033	152,249
Payroll/Personnel Assistant III	2.00	2.00	2.00	116,523	116,523
Pilot	-	-	2.00	-	202,901
Police Commander	12.00	11.00	11.00	2,186,184	2,172,152
Police Corporal	6.00	6.00	3.00	763,627	393,160
Police Investigator – NC	1.70	1.70	2.40	150,420	221,433
Police Lieutenant	29.00	29.00	29.00	4,858,708	5,100,118
Police Officer	688.00	688.00	641.00	74,212,770	72,373,684
Police Property & Supply Clerk I	10.00	10.00	10.00	515,706	541,869
Police Property & Supply Clerk II	1.00	1.00	6.00	69,503	369,144
Police Records Administrator	1.00	2.00	2.00	227,195	227,195
Police Recruit	17.00	17.00	17.00	1,184,762	1,232,137
Police Sergeant	112.00	112.00	111.00	16,023,160	16,634,939
Police Service Specialist II	2.00	2.00	2.00	120,836	120,836
Police Service Specialist III	4.00	3.00	2.00	178,391	120,171
School Guard/H26	12.10	12.10	-	324,267	-
School Guard/H28	13.13	13.13	-	362,447	-
Secretary	1.00	1.00	2.00	55,446	100,529
Secretary – Confidential	3.00	3.00	3.00	167,800	157,446
Senior Accountant	1.00	1.00	1.00	82,022	96,505
Senior Records Clerk	3.00	3.00	-	248,507	-
Special Projects Officer	1.00	2.00	2.00	220,857	220,856
Special Services Officer III	101.00	97.00	89.00	5,721,185	5,360,220
Special Services Officer IV	21.00	22.00	19.00	1,541,617	1,282,362
Storekeeper II	1.00	1.00	1.00	58,265	58,265
Supervisor Park Ranger	1.00	1.00	1.00	78,816	78,816
Miscellaneous Skill Pays	-	-	-	1,990,178	2,050,852
Subtotal Salaries	1,241.91	1,251.91	1,189.38	125,073,657	124,178,539
Overtime	-	-	-	11,354,289	11,306,796
Fringe Benefits	-	-	-	86,365,378	87,933,378
Administrative Overhead	-	-	-	2,665,438	2,666,720
Attrition/Salary Savings	-	-	-	(613,924)	(513,924)
Expenditure Transfer	-	-	-	(838,235)	72,161
Total	1,241.91	1,251.91	1,189.38	224,006,603	225,643,670



Public Works



Eric Lopez, Director of Public Works

Diko Melkonian, Deputy Director / Manager, Environmental Services Bureau

Christopher Kuebert, Acting Manager, Business Operations Bureau

Alvin Papa, City Engineer, Engineering Bureau

Vacant, Manager, Project Management Bureau

Malcolm Oscarson, Manager, Public Service Bureau

Carl Hickman, City Traffic Engineer, Transportation Mobility Bureau

Department Overview

Mission:

To maintain and enhance the City's infrastructure and environment for the benefit of the public.

Vision:

We envision a better tomorrow by serving and exceeding the expectations of the public through the performance of our valued employees.

Core Services:

- Oversee the maintenance and rehabilitation of the City's core rights-of-way infrastructure including streets, sidewalks and our urban forest.
- Provide services supporting a healthy and sustainable City environment, including waste diversion, storm water management and enhancing livability infrastructure.
- Safely and efficiently design, construct, deliver, and maintain public facilities.

FY 21 Focus:

Public Works provides a wide range of services to both the public and client departments for infrastructure improvements, roadway upgrades and maintenance, parks and facilities construction, environmental programs including storm water/environmental compliance, transportation systems, emergency response and administrative support.

The Engineering, Transportation and Project Management Bureaus plan, design, and build capital improvements to the City's infrastructure. The passage of Long Beach Measure A introduced an influx of capital funding that will continue in FY 21, which includes an update to the City's Pavement Management Plan (PMP). The Bureaus will also install six-megawatt solar power generators at 10 City-owned surface parking lots and structures. This effort will significantly advance the City's Climate Action Plan and sustainability goals.

For FY 21, the Engineering Bureau will be focused on completing the design of four key corridor projects on Anaheim Street, Artesia Avenue, Market Street, and Studebaker Road. In addition, the Engineering Bureau will be focused on awarding a design-build contract and also establishing an ADA strike team, both of which will help the City meet its October 2022 deadline to construct curb ramps as part of the City's ADA settlement agreement. In addition, utility relocation and advanced roadway improvements for the Long Beach Municipal Urban Stormwater Treatment (LB-MUST) project has started and with construction of the facility scheduled to start Spring 2021. The LB-MUST will filter out pollution entering the LA River and beaches, provide water to be used in parks, and create recreational space along the river. In addition, design for the realignment of Shoreline Drive as part of the Shoemaker Bridge replacement project is underway. The Shoreline Drive Realignment Project will reintegrate isolated park parcels in Chavez Park to create a net gain of approximately 4 acres of new park space and improve local street connections in the area. Additionally, the Project Management Bureau manages the City's public rights-of-way (ROW) and processes permit applications related to private development for the private use of the ROW through City Council approved programs like sidewalk dining, small cells, and parklets.

The Environmental Services Bureau (ESB) is responsible for waste reduction, refuse and recycling collection, street sweeping, litter abatement, parking enforcement, graffiti abatement and Clean Team services. The Clean Team focuses on citywide/parks homeless encampment clean-ups, reducing neighborhood blight, alley clean-ups and the collection of illegally dumped and bulky items. Current programs the Bureau is implementing include: the amendments passed by City Council to the polystyrene product ban, developing and implementing State Bill, SB 1826, organics diversion program for City Serviced Commercial and Multi-family accounts, and preparing for residential organics program rollout and compliance with State Bill, AB1383. Additionally, ESB is launching a very expansive outreach and education campaign to notify residents of changes in our residential and commercial recycling program.

Department Overview

ESB has begun developing a Zero Waste plan for the City as well as conducting a study to explore options to enhance the private commercial waste hauling system in Long Beach, placing an emphasis on limiting overlapping truck routes and improving recycling efforts.

ESB is developing a multi-departmental plan to ensure compliance with State Law SB 1383. SB 1383 is the most significant legislation in the waste sector in the last 30 years. This law also has significant impacts on many departments in the City ranging from Parks to Fleet to Financial Management to Public Health. Additionally, the City needs to ensure that organics are collected at all single-family homes, multi-family, and commercial businesses by 2022. The impacts of implementing a third bin to all City-serviced refuse customers will require many expenses including, but not limited to, additional trucks, staff, cost-of-service study for a rate increase, carts, education materials, and more. In addition, the law has requirements to implement municipal code that includes enforcement and contamination checks. The law also requires route audits, reporting, edible food recovery, procurement, and more. Implementation of the law will have significant physical and staffing impacts.

In FY 21, ESB will be implementing a number of technology initiatives which will, creating accurate, user-friendly, and accessible reports across all of our platforms. ESB will also be working with other Utilities on an RFP to replace the: (1) Customer Self Service Portal, (2) Mobile Workforce Management system and (3) Meter Data Management System software. Additionally, the Bureau will introduce a new fleet of vehicles for Parking Enforcement that will be outfitted with an Automatic License Plate Reader (ALPR) system to assist Parking Control Checkers to more efficiently perform their duties.

In FY 21, ESB will continue its commitment to provide education to students in LBUSD on waste reduction, recycling, and composting in partnership with LB Water and Energy Resources. This cross-City department approach is providing students with a robust education on a variety of sustainability topics. The assembly program is free to all schools in LBUSD.

The Public Service Bureau (PSB) provides vital infrastructure services to the community including pothole and street repair, storm water catch basin and pump station maintenance, street tree trimming, street median maintenance, street signage and striping, parking meter maintenance and collection, traffic signal and monument signage, facilities maintenance (including heating, ventilation, and air conditioning systems, electrical, key-locks, plumbing, and general carpentry), and emergency response.

PSB has been and continues to support the citywide Open Streets Initiative with parklets installation, street closures and signage posting. Further COVID efforts involve providing services for first responders including setting up portable generators, maintaining the Emergency Operations Center and other safety and health facilities, and providing traffic control. A major undertaking this year will involve ramping up to provide repair and maintenance of the Street Light Program and analyzing system requirements. The system includes approximately 40,000 lights that service streets, parks, bridges and parking lots. Staff remains focused on street repair and maintaining the urban forest as key services delivered to the community. PSB will continue to seek efficiencies in providing ongoing maintenance to City infrastructure.

The Transportation Mobility Bureau prioritizes safety and mobility improvement projects and providing enhancements to the City's public transportation system. The Bureau provides site plan check and traffic control plan review. In addition, the Bureau has been assigned the responsibility of managing the emerging micro-mobility program with the addition of 3 e-scooter vendors in the City which have accounted for over 1,500 devices deployed daily throughout Long Beach.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of New ADA Access Ramps	1,150	1,150	777	1,350

The budgeted funding sources for new ADA Access Ramps includes General Fund, Gas Tax, Measure A, and Community Development Block Grant (CDBG). For FY 20, ramp production decreased pending legislation approval for design-build delivery method. Legislative approval was received in September 2020, which facilitates increased delivery in FY 21 to meet the terms of the ADA settlement agreement.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Percent of graffiti sites remediated at public/City facilities within 24 hours	97%	97%	96%	97%

The Street Maintenance Division tracks the number of graffiti sites remediated within 24 hours upon creation of the service requests. This metric for response time is the percentage of requests filled within 24 hours of notification. On average, there are approximately 66,000 graffiti sites abated annually, which is over 1,400,000 square feet of graffiti eliminated.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of traffic safety and parking investigations completed	750	700	700	750

The Transportation Mobility Bureau receives approximately 750 annual requests from the public for traffic control and parking changes to the City's transportation infrastructure. Each request is evaluated and approximately 80 percent of the requests for investigation result in recommended changes.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
City's Waste Diversion Rate	4.3 lbs/p/d	4.3 lbs/p/d	4.3 lbs/p/d	4.3 lbs/p/d

The Solid Waste Disposal Measurement Act (SB 1016) established a unique waste generation target for each city in California. Long Beach's baseline waste generation amount is 15.2 lbs. of waste generated per person per day (lbs/p/d). The State determined that to comply with SB 1016, Long Beach may not generate more than 7.6 lbs/p/d. Lower numbers indicate that the City has surpassed State targeted goals. Long Beach was most recently certified in 2019 as generating only 4.3 lbs/p/d, far exceeding the State target for waste diversion. The averages of cities across the State have increased recently due to the growth in the economy; however, Long Beach is still significantly below the State's target.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Wireless Telecommunication Facilities (WTF) Permits Issued	12	50	34	125

The Project Management Bureau has made major strides in implementing and issuing permits for Wireless Telecommunication Facilities (WTF). In FY 20, intake for 64 permits totaling 327 sites was completed and 34 permits were issued, totaling 152 permitted sites. The City is well on its way to becoming a 5G City and expects a significant increase in small cell installations in the coming years.

FY 20 Accomplishments

Business Operations Bureau

- Provided financial training for document process management and financial reporting.
- Continues to support Department transition from FAMIS/ADPICS to LB COAST – MUNIS financial system with training, troubleshooting, and development continuing into FY 21.
- Continued with the coordination of the Department's transition from legacy HRMS to LB COAST – MUNIS HR/Payroll with a greater focus on near-final stage implementation methods and best practices.
- Completed a new one-year Capital Improvement Program (CIP).
- Opened and completed 6 project bids. Trained over 650 employees in multiple safety modules to ensure compliance with the City Safety guidelines.
- Performed facility inspections for department locations.
- Submitted 114 personnel requisitions.
- Conducted 61 new employee/transfer orientations.
- Hired 96 Public Works employees, including transfers, promotions, and new hires.
- Provided improved parking experience with the use of real-time parking availability.
- Implemented several infrastructure improvements at key parking facilities including LED lighting upgrades at Civic Center parking facility, camera upgrades at Aquarium parking facility, and parking equipment replacement at Civic Center and City Place C parking facilities
- Launch on-street mobile payment solution pilot for single space pay meters
- Implemented positive care practices to support COVID-19 safety in City Hall
- Renovated downtown Long Beach parking office

Engineering Bureau

- Constructed \$100 million in capital improvement projects including parks, airport, recreation buildings, library improvements, public facility improvements, streetscapes, traffic improvements, streetlights, storm drains, and street and sidewalk repairs.
- Completed \$10.1 million in arterial street repairs totaling 37 lane miles, \$17 million in residential street repairs totaling 49 lane miles, and \$1.5 million in paving dirt alleys totaling 1.27 miles throughout the City.
- Completed environmental approval and secured \$26.9 million in transportation funds to fully fund the project design phase for the Shoemaker Bridge Replacement Project. Secured \$33.6 million in stormwater related grant funding for stormwater quality and flood mitigation improvements citywide.

Environmental Services Bureau

- Long Beach residents generated 4.3 pounds/person/day of solid waste, far below the current state target mandate of a maximum 7.6 pounds/person/day.
- Collected 202,620 tons of trash from 117,000 residential and commercial accounts.
- Responded to over 27,752 reports of illegally dumped items and 35,595 special item pick-up requests.
- Managed contracted collection of solid waste by permitted private haulers in Long Beach that service commercial and multifamily accounts to collect 163,848 tons of material.
- Managed collection of 600 gallons of motor oil and 212 oil filters.
- Managed Waste Management contract of 32,415 tons of recycling from residential accounts, multifamily accounts and commercial accounts.
- ESB received 47,918 GoLB requests for service in FY 20. That number includes service requests for: illegally dumped items, shopping carts, graffiti on trash bins and Citywide graffiti.
- Swept 125,254 miles of streets and alleys and collected 8,574 tons of debris.
- Collected over 2,518 tons of litter utilizing over 10,040 court referral hours to assist in litter cleanups.
- Conducted 31 neighborhood clean-ups and collected over 119 tons of litter.
- Conducted 727 homeless encampment cleanups, including 55 cleanups at City parks.
- Conducted 828 alley clean-ups.
- Initiated over 2,000 tows with vehicle citations.
- Issued over 276,965 parking citations.

FY 20 Accomplishments

- Removed approximately 1,215,433 square feet of graffiti.

Project Management Bureau

- Completed construction on 28 significant projects, which included various parks, playgrounds, circulation desks, community centers, and waterfront improvements.
- Completed Silverado Park and Heartwell Park irrigation and field improvements.
- Completed Fitness Loop at Ramona Park.
- Completed Harvey Milk Park Improvements.
- Completed Playground improvements at MLK Park, Peace Park, and Jenni Rivera Park.
- Completed Houghton Park Community Center Expansion.
- Completed Stearns Park Community Center Facility and Structural Repairs.
- Completed Restroom Improvements at Drake Park, Silverado Park, and Admiral Kidd Park.
- Completed Circulation Desk improvements at Bach, Burnett, and Dana Branch Libraries.
- Completed the Los Altos Library Roof Refurbishment.
- Completed the Naples Seawall Replacement Project.
- Completed the Year-Round Shelter.
- Completed Pier Point Landing Roof Replacement.
- Completed the 72nd Park Lighting.
- Completed the Belmont Pier Plaza Project.
- Completed the Rainbow Lagoon Pump Replacement.
- Completed the Aquarium Wave Fountain Repair.
- Completed Leeway Sailing Parking Lot Improvements.
- Completed Whaley Park concession stand.
- Completed the West PD roof restoration.
- Completed design of the Colorado Lagoon Open Channel and Junior Lifeguard Facility.
- Installed Electric Vehicle (EV) chargers at various City-owned parking structures and surface lots.
- Began construction on the Junipero Beach and Granada Beach Concessions Stands.
- Began construction of the new Downtown Police Department Parking Structure.
- Completed the first phase of the project management portfolio software.
- Completed the first phase of data management integration (drawings viewer into Laserfiche).
- Completed the first phase of digitizing the plan checking process (100% electronic intake process).
- Plan checked and issued permits for over 100 miles of fiber optics.
- Partnered with utility providers to issue 3 blanket permits.
- Reviewed and issued over 190 Wireless Telecommunication permits.
- Reviewed and issued over 1,300 permits, including 150 Excavation Permits and over 400 Temporary Street Occupancy Permits.
- Issued three permits to continue the Micro-Mobility Program.
- Reviewed and issued over 80 private development permits.
- Reviewed and processed 42 mapping/ survey applications.

Public Service Bureau

- Repaired over 30,000 potholes, trimmed 25,000 trees, removed 2,000 tree stumps, and replaced 4,500 traffic signs and street name signs.
- Repainted 35,000 linear feet (6.5 miles) of red curbs and re-striped 50 miles of centerline pavement.
- Completed over 2,500 facility work orders, 14,000 traffic signals/signs work orders, and 20,500 GO Long Beach requests for service and responded to over 9,000 emergency response calls.
- Collected, counted and deposited over \$900,000 in parking meter coin revenues.
- Managed the maintenance and response requests of 5,400 storm water catch basins, 23 pump stations and the Naples Seawall Plug program.
- Installed Open Streets parklets for Long Beach restaurants.
- Energized new signals at Marina Dr. and Seaport, upgraded signals in Naples, and installed 11 Rapid Flashing Beacon crossings.

FY 20 Accomplishments

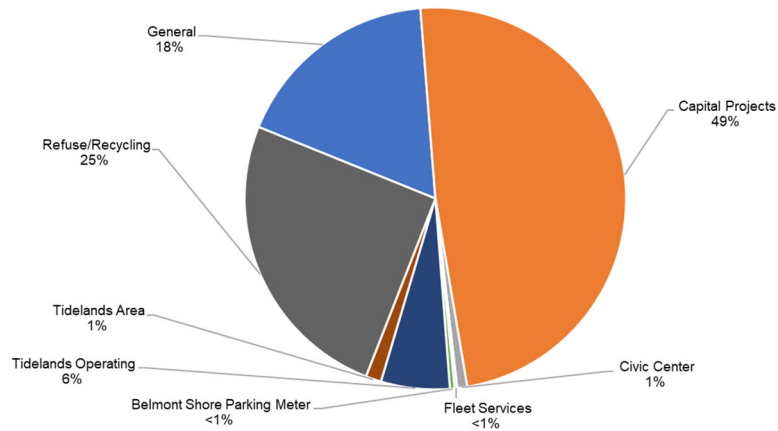
- Restriped Willow and Wardlow bridges, Multi Service Center, Forensics Lab and Mark Twain Library.
- Installed pay stations / striping on 4th Street Retro Row and pavement markings on the Cycle Track.
- Provided emergency support including board-ups during civil unrest.
- Made repairs and performed maintenance at multiple pump station locations rewired, repaired, or replaced pumps, repaired/replaced sensors and valves, repaired fencing, cleared/cleaned and repaired discharge lines, installed and tested manual transfer switch for generator power, secured junction/pull box to prevent cooper wire theft, and oversaw renovations and upgrades.
- Restored power and checked system at Belmont Low Flow Diversion (LFD) station after station renovations.
- Cleaned Vortex Separation System (VSS) for Redondo Ave., 9th Place, and Colorado Lagoon LFD stations.
- Performed monthly and annual inspections for all pump stations and LFD stations.
- Supported COVID-19 response efforts including installation of television at PD North Division Emergency Operations Center generators at Long Beach City College COVID-19 testing sites, electrical circuits for the Incident Management Team COVID-19 warehouse operations, temporary power for refrigerated Conex box for warehouse operations, and various HVAC, maintenance, upgrades, and repairs at Airport, Environmental Services Bureau, Main Health, PD East Division, and Public Safety Building.
- Installed electrical feeds for new IT equipment at Fire Station (FS) 5, FS 13, and FS 16.
- Decommissioned facility systems at old City Hall building.
- Installed electrical circuits for PD West Division body-camera charging stations.
- Provided electrical support and installation for Ready Long Beach Expo at Long Beach State.

Transportation Mobility Bureau

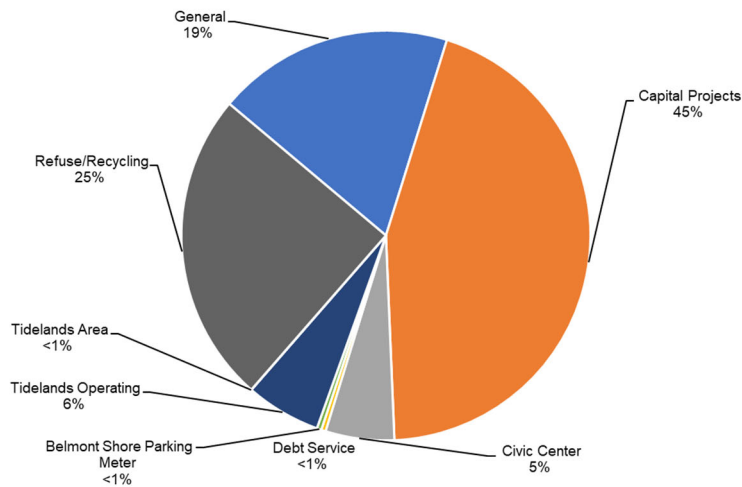
- Implemented the Micro-Mobility program with 3 vendors and 1,500 scooters. Completed micro-mobility permit process.
- Modified traffic signal coordination plans at more than 50 signals.
- Completed the installation of a Traffic Management Center (TMC) that allows staff to communicate to the traffic signal system throughout the City.
- Completed traffic signal communication upgrades to improve Blue Line light rail operations.
- Completed 2 miles of additional bicycle lanes throughout the City.
- Installed 10 Rectangular Rapid Flash Beacons (RRFB) and 10 crosswalks at locations Citywide.
- Processed and investigated 450 traffic related citizen requests.
- Reviewed over 3,000 traffic control plans.
- Investigated over 100 handicap zone requests.
- Performed 3,000 traffic related investigations.
- Issued 2,300 online vehicle permits for residential areas.
- Investigated or installed 100 On Street Disabled Zones.
- City Council approved the Safe Streets Long Beach Vision Zero Action Plan.
- City Council approved the Open Streets Initiative that supported the installation of 120 parklets during COVID response efforts.
- Installed 14 neighborhood Open Streets to encourage walking and biking during COVID-19 response efforts.
- Completed 25 sidewalk dining spaces to encourage outdoor dining during the COVID-19 pandemic.
- Secured \$8.75M in Measure M Multi-Year Sub-regional funding for signal, safety, and mobility improvements along Studebaker Road.
- Received commitments of \$14M of State Highway funding and \$13M in LA County Measure R funding to complete the design-engineering phase for the Shoemaker Bridge Project.
- Repurposed \$430K in Open Streets grant funding towards efforts to address the COVID-19 pandemic, including installing parklets and temporary street closures.
- Launched the Go Active LB E-Newsletter.
- Held Virtual Bike Month – May 2020.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General	34,994,229	40,556,203	(5,561,973)
Capital Projects	96,442,194	96,442,194	(0)
Civic Center	1,680,860	11,783,758	(10,102,898)
Debt Service	-	762,441	(762,441)
Fleet Services	416,895	-	416,895
Belmont Shore Parking Meter	783,243	779,862	3,381
Tideland Operating	11,566,127	12,876,764	(1,310,637)
Tideland Area	2,619,000	21,493	2,597,507
Refuse/Recycling	49,984,579	53,473,662	(3,489,083)
Total	198,487,128	216,696,378	(18,209,250)

Summary of Changes*

General Fund	Impact	Positions
Add 4.0 positions, (including a Civil Engineer, two Permit Technicians, and an Engineering Technician position) to support the contracting-in of permit review and issuance work currently completed by a consultant, including wireless communication facility permits and the associated fiber, occupancy and street restoration permits requested.	421,294	4.00
Increase budget for landscape maintenance on medians to adequately maintain the medians at current levels of maintenance.	100,000	-
Eliminate an Assistant Administrative Analyst II in the Administration Division in the Public Service Bureau. Work such as revenue billings will be done by remaining staff.	(119,126)	(1.00)
Eliminate Assistant City Traffic Engineer in the Transportation Mobility Bureau. The work of supporting and mitigating traffic safety related concerns will need to be maintained by other staff with potential increase in response time for traffic related requests and transportation related projects. This position charges across Capital Projects Fund, General Fund, and Tidelands Operating Fund.	(175,437)	(0.80)
Contract in Street Lighting and eliminate the Street Light Maintenance contract (CLP) and increase budgeted positions to reflect contracting-in of street lighting program currently performed by City Light and Power whose contract ends mid-2021.	(1,516,551)	6.00
Reallocate funding for an Administrative Analyst position between the General Fund and Capital Projects Fund to align budgeted position with duties and to projects where actuals are charged.	(81,236)	(0.60)
Reallocate Permit Group staff, across various funds, to align budgeted positions with duties and the projects where actual costs are charged.	18,999	0.50
Reallocate staff and Bike Lane Sweeping budget from General Fund to Proposition C to align budget with an appropriate funding source and to align budgeted positions with duties and the projects where actual costs are charged.	(338,926)	(2.00)
Increase budgeted revenues for excavation permits to align with actual experience and current projections.	(505,585)	(2.00)
Increase budgeted revenues from Micro-Mobility Program to reflect current projections.	(200,000)	-
Increase budgeted revenues from Small Cell Program to align with experience and current projections.	(150,000)	-
Increase the Beach Lot Parking Hourly Rate (\$.25/15min increase).	(52,372)	-
Contract in of residential street sweeping in Rossmoor.	(34,810)	-
One-time budget increase for state required Los Cerritos Channel, Lower Los Angeles River, and Lower San Gabriel River Watershed permit.	321,501	-
One-time funding for purchase of equipment for contracting in of street sweeping residential streets in Rossmoor.	6,250	-
One-time start-up costs for contracting-in street lighting maintenance program - four vehicles and equipment are needed to outfit a street light maintenance crew.	366,726	-

Summary of Changes*

General Fund		
	Impact	Positions
Transfer 26.23 FTE Crossing Guard positions from Police Department to Public Works to align citywide employment opportunities with workforce development goals and streamline the hiring process.	1,420,358	26.23
Transfer Graffiti Contract Program from Public Service Bureau to Environmental Service Bureau to reflect current operations.	-	-
Capital Projects Fund		
	Impact	Positions
Eliminate Assistant City Traffic Engineer in the Transportation Mobility Bureau. The work of supporting and mitigating traffic safety related concerns will need to be maintained by other staff with potential increase in response time for traffic related requests and transportation related projects. This position charges across Capital Projects Fund, General Fund, and Tidelands Operating Fund (Public Works).	(21,929)	(0.10)
Reallocate funding for an Administrative Analyst position between the General Fund and Capital Projects Fund to align budgeted position with duties and to projects where actuals are charged. (Public Works)	81,236	0.60
Reallocate positions in General Fund and Tidelands Fund to the Capital Projects Fund to align budgeted positions with duties and the projects where actual costs are charged. (Public Works).	746,948	5.20
Reallocate staff support from the Proposition C Fund to the Capital Projects Fund to align budgeted positions with duties and reallocate Bike Lane Sweeping expenses and staff from General Fund to Prop C funding to align budgets to where actual costs are charged. (Public Works).	402,846	2.50
Upgrade a Capital Projects Coordinator III to Capital Projects Coordinator IV to properly reflect required duties. This item is aligning budget to actuals. (Public Works)	17,905	-
Use 70% of General Fund Group Capital Replacement contribution to fund streets and alleys allocated on the worst streets/alleys as determined by staff geographical spread with 80 percent going to streets and 20 percent going to alleys.	5,628,640	-
Refuse/Recycling Fund		
	Impact	Positions
Add a Refuse Field Investigator for recycling and organic waste collection. This position will focus initially on surveying and auditing both City serviced and privately serviced commercial properties to ensure compliance with organic and recycling legislation; and also, to ensure City compliance with State mandated bills. (Public Works).	91,539	1.00
Upgrade a Customer Service Supervisor I to Customer Service Supervisor II managing the Refuse Hotline to reflect increase in duties. (Public Works).	4,534	-

Summary of Changes*

Tidelands Operations Fund	Impact	Positions
Eliminate Assistant City Traffic Engineer in the Transportation Mobility Bureau. The work of supporting and mitigating traffic safety related concerns will need to be maintained by other staff with potential increase in response time for traffic related requests and transportation related projects. This position charges across Capital Projects Fund, General Fund, and Tidelands Operating Fund (Public Works).	(21,929)	(0.10)
Increase the Beach Lot Parking Hourly Rate (\$.25/15min increase). (Public Works)	(546,027)	-
Increase Los Cerritos Channel, Lower Los Angeles River, and Lower San Gabriel River Watershed permit. (Public Works)	169,344	-
Reallocate positions in General Fund and Tidelands Fund to align budgeted positions with duties and the projects where actual costs are charged. (Public Works)	(765,947)	(5.70)

*For ease of review, reallocation of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Business Operations Bureau

Key Services

1. Developmental Oversight

- Administration / Planning
- Community Support / Outreach
- Management of 5 bureaus
- Interface with Council & City Manager

2. CIP Budget Development & Tracking

- Coordinate with Departments on Projects & Budget
- Development of 3 year CIP budget
- Review / Process Council letters
- Monitor Expenses & Adjust Budgets

3. Operating Budget Development & Tracking

- Coordinate with department bureaus
- Accounting / Auditing
- Develop Departmental Budget
- Budget Oversight / Tracking

4. Personnel Management

- Recruitment / Requisition Management
- Human Resources Best Management Practices with Supervisors

- Timecards & Payroll
- Administrative Investigations
- Position Control & Inventory
- Labor Relations / Grievance Handling

5. Special Projects

- Department Communication Efforts
- Manage City-owned and operated parking garages and lots
- Art installations for City assets
- Support Department-wide pilot programs

6. Safety & Disaster Preparedness

- Training / Safety Procedures
- Risk Management
- Disaster Preparedness Activities
- Safety Inspections / Field Audits

7. General Department / Client Department Support

- Business Operations - Engineering Services
- Personnel Service

Business Operations	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	14,372,492	20,459,624	15,283,702
Expenditures	15,409,517	16,897,592	17,587,436
FTEs	25.84	26.84	26.04

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Engineering Bureau

Key Services:

1. Project Planning & Design

- Street, Mobility, and Bridge CIP Project Planning and Delivery
- Engineering Standards and Regulatory Compliance
- GIS Mapping Services

2. Construction Management

- Field Management & CIP Inspection

- Survey Service

- Engineering Records

3. Storm Water Management

- Regulatory Compliance & Investigations
- Planning & Grant Application
- Stormwater CIP Project Delivery
- Community Education / Response

Engineering	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	154,387,384	426,527,890	84,649,965
Expenditures	122,811,418	331,037,775	78,219,657
FTEs	74.56	79.56	80.16

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

***Due to changes required by the new Financial System, beginning in FY 20, all capital projects are double budgeted.

Revenue and expense are budget in the Fund where the revenue is accrued and funds will be transferred to the Capital Projects Fund Group where the project expenses will be recorded (with the exception of Enterprise and Tidelands Funds).

Environmental Services Bureau

Key Services:

1. Refuse Collection

- Commercial Refuse Collection
- Residential Refuse Collection
- Franchised Commercial Hauler Oversight
- Cart and Commercial Bin Deliveries and Exchange
- Electronic Waste Collection
- Special Events Refuse Collections
- Public Education (PSAs, Brochures, Fliers)

2. Recycling / Diversion

- Residential & Commercial Recycling Collection
- Tire Recycling / Diversion
- Public Education (community, schools)
- Composting / Vermicomposting Workshops
- Holiday Tree Collection
- Electronic Waste & Major Appliance Diversion
- Motor Oil & Filter Collection
- Recycling Market Development Zone Services
- Special Events Recycling Services

3. Clean Long Beach (Litter Abatement Program)

- Alley Clean Ups
- Community/Neighborhood Clean Ups

- Citywide Homeless Encampment Clean Ups
- Bulky Item Collection
- Illegally Dumped Item Collection
- Public Litter Container Collection
- Community Outreach (website / social media)
- Household Hazardous Waste (Paint, Pharmaceuticals, etc.)
- Graffiti Abatement

4. Street Sweeping

- Weekly Street Sweeping
- Alley Sweeping
- Bike Lane Sweeping
- Special Events Sweeps
- Emergency Response Clean-ups

5. Street Sweeping Parking Control

- Street Sweeping Parking Citations
- Non-Street Sweeping Vehicle Violation Citations
- Vehicle Impounds (Stolen Vehicle, ALPR, Scofflaws, etc.)
- Contested Citations Reviews

6. Citywide Parking Enforcement

- Parking Citations (State & Local Violations)
- Vehicle Impounds (Stolen Vehicle, ALPR, Scofflaws etc.)
- Contested Citation Reviews

Environmental Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	65,375,672	71,500,059	70,346,978
Expenditures	56,115,497	60,057,218	61,253,846
FTEs	224.88	233.14	236.14

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

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Project Management Bureau

Key Services:

1. Program Administration and Oversight

- Project Planning and Development
- Cost Estimates and Cost Management
- Manage Job Order Contracting (JOC) Program
- Manage Requests for Qualifications/Proposals (RFQ/RFP)
- Perform Quality Assurance/Quality Control
- Training and Professional Development for Project Managers
- Facilitate Internal and External Coordination to Ensure Efficient Public and Private Development
- Onboard and Manage Consultants, and Industry Professionals

2. Parks, Facilities, Beaches and Marinas, and Tidelands Project Implementation

- Manage the City's Capital Projects

- Manage Scope/Quality, Schedule and Budget for Projects
- Plan, Design, Permit, Procure and Construct Projects from Inception to Completion
- Interdepartmental Coordination
- Public and Stakeholder Outreach and Communication

3. Private Development and Right of Way Support

- Coordinate Public Right-of-Way Impacts During the Entitlement Process
- Manage the Mapping, and Land Development Requirements for Public and Private Developments
- Manage the Design Review, Plan Check, and Permitting process for improvements within the Right-of-Way.
- Interdepartmental Coordination
- Manage Various Development Application

Project Management	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	86,604	2,242,571	5,705,610
Expenditures	1,776,036	7,782,020	9,414,318
FTEs	25.00	29.00	33.00

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*Adjusted Budget as of August 31, 2020

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Public Service Bureau

Key Services:

1. Administration, Budget & Finance

- City Manager & City Council Response
- Procurement Management
- Budget Development & Fiscal Management
- Facilities Work Order System
- Administrative & Personnel Support
- Fixed Asset Inventory

2. Facilities Management

- Custodial
- Emergency Management & Response
- General Maintenance
- Contract Management
- Electrical
- Work Order Service Dispatch
- Locksmith
- Special Events
- HVAC / Refrigeration
- Plumbing
- Painting
- Special Project Management

3. Street Operations

- Street Surface
- Special Events Support
- Research & Support
- Concrete / Excavation
- Emergency Response
- Service Response
- Call Center Operations, Work Order System & Billing
- Asphalt Repair
- Alley Maintenance
- Illegal dumping pick-up

- Debris removal/Roadway weed abatement
- Street medians and maintenance

4. City Tree Maintenance

- Tree Maintenance
- Trees & Stump Removal
- Emergency Response
- Annual Grid Trimming
- Work Order System & Billing
- Arborist Support & Inspection
- Research & Support
- Urban Forest and Tree Management
- Contract Management & Reporting

5. Traffic Signs and Signals

- Signal Maintenance
- Administration & Billing
- Special Events / Bike / Engineering Support
- Sign Maintenance
- Underground Service Alert Utilities
- Damage Repair / Graffiti
- Paint Maintenance
- Emergency Response

6. Parking Meters

- Coin Collection, Counting & Deposits
- Damage & Graffiti Repair
- Administration
- Maintenance
- Special Events / Underground Service Alert Utilities

7. Storm Water Field Services

- Inspection
- Maintenance
- Flood Control

Public Service	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	22,589,939	5,216,810	4,892,900
Expenditures	25,134,547	40,823,688	30,183,261
FTEs	130.51	119.36	123.36

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

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Transportation Mobility Bureau

Key Services:

1. Transportation Engineering

- Neighborhood Traffic Management Design Projects

2. Transportation Development

- Regional Transportation Project Coordination

- Planning
- Grant Funding Applications

3. Mobility Programs

- Bike Share Program
- Sustainable Transportation

Transportation Mobility	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	15,946,783	14,041,278	17,607,972
Expenditures	38,113,763	57,927,527	20,037,859
FTEs	19.80	21.80	47.23

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*Adjusted Budget as of August 31, 2020

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Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	3,000,000
Sales and Use Taxes	-	-	-	-
Other Taxes	-	4,014,790	4,014,790	1,026,912
Utility Users Tax	-	-	-	-
Franchise Fees	5,670,784	6,001,760	6,001,760	6,144,554
Licenses, Permits and Fees	9,936,020	6,777,864	6,820,404	7,213,042
Fines and Forfeitures	16,371,632	18,266,058	18,266,058	17,045,909
Use of Money & Property	18,889,347	18,899,568	24,925,808	19,942,694
Revenue from Other Agencies	38,890,538	25,990,180	(7,158,035)	16,850,725
Charges for Services	43,255,161	47,677,786	47,677,786	47,649,186
Other Revenues	18,097,513	251,100	880,049	252,600
Intrafund Services	39,297,300	1,939,064	5,083,203	1,448,400
Intrafund Transfers	23,260,892	-	34,950,598	-
Interfund Services	3,943,650	2,337,823	2,350,788	2,697,823
Interfund Transfers	54,359,393	74,132,682	77,764,564	75,215,282
Other Financing Sources	786,644	-	-	-
Total Revenues	272,758,875	206,288,676	221,577,774	198,487,128
Expenditures:				
Salaries and Wages	26,595,057	32,797,763	34,764,431	34,976,717
Employee Benefits	16,481,921	20,886,325	21,552,344	22,394,400
Overtime	2,799,418	1,274,195	547,360	1,334,710
Materials, Supplies and Services	137,166,694	119,334,964	456,530,083	114,651,173
Interfund Support	35,178,810	17,682,227	(11,696,790)	18,289,741
Intrafund Support	8,095	450	(485,205)	31,906
Capital Purchases	182,052	361,485	(633,270)	361,485
Insurance Premiums and Losses	-	-	(73)	-
Other Non-Operational Expenditures	5,800,890	20,302,839	20,302,839	3,533,670
Operating Transfers	9,736,949	32,172,098	19,054,993	21,122,575
Intrafund Transfers Out	25,410,892	-	(25,410,892)	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	259,360,778	244,812,348	514,525,820	216,696,378
Personnel (Full-time Equivalents)	500.59	509.70	509.70	545.93

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**Adjusted Budget as of August 31, 2020

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Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director of Public Works	1.00	1.00	1.00	232,267	232,267
Accountant I	-	1.00	1.00	67,715	67,715
Accounting Clerk III	1.00	2.00	2.00	93,251	95,921
Accounting Technician	4.00	3.00	3.00	163,706	173,674
Administrative Aide I	2.00	2.00	2.00	117,991	108,554
Administrative Aide II	3.00	3.00	3.00	185,145	188,271
Administrative Analyst I	1.00	-	-	-	-
Administrative Analyst II	2.00	3.00	3.00	260,231	259,491
Administrative Analyst III	14.00	15.00	16.00	1,312,665	1,455,475
Administrative Intern - NC	8.00	14.26	14.26	473,396	473,344
Administrative Officer-Public Works	2.00	2.00	2.00	244,083	244,083
Assistant Administrative Analyst I	1.00	1.00	1.00	52,722	52,722
Assistant Administrative Analyst II	4.00	5.00	4.00	355,294	264,883
Assistant City Engineer	1.00	1.00	1.00	156,062	160,066
Assistant City Traffic Engineer	1.00	1.00	-	142,059	-
Assistant Traffic Signal Technician I	1.00	1.00	1.00	57,122	60,595
Assistant Traffic Signal Technician II	1.00	1.00	1.00	51,688	56,378
Building Maintenance Engineer	6.00	5.00	5.00	389,528	405,444
Building Services Supervisor	1.00	-	-	-	-
Capital Projects Coordinator I	4.00	5.00	4.00	422,852	341,504
Capital Projects Coordinator II	6.00	6.00	9.00	586,350	841,060
Capital Projects Coordinator III	5.00	5.00	4.00	520,125	393,720
Capital Projects Coordinator IV	2.00	-	1.00	-	124,737
Cement Finisher I	1.00	1.00	1.00	50,409	56,992
Chief Construction Inspector	1.00	1.00	1.00	121,822	99,396
City Engineer	-	1.00	1.00	177,073	177,073
Civil Engineer	9.00	8.00	9.00	842,547	982,189
Civil Engineering Assistant	1.00	1.00	1.00	71,076	74,747
Civil Engineering Associate	5.00	5.00	5.00	472,229	478,855
Clerk Typist II	3.00	3.00	3.00	140,237	134,453
Clerk Typist III	16.00	17.00	18.00	813,154	852,048
Community Information Specialist II	-	1.00	1.00	42,935	45,017
Community Program Specialist V	1.00	1.00	1.00	86,712	91,317
Construction Inspector I	8.00	8.00	8.00	592,842	616,984
Construction Inspector II	13.00	13.00	10.00	1,073,365	833,017
Construction Services Officer	1.00	1.00	1.00	143,798	143,798
Customer Relations Officer	-	1.00	1.00	110,000	110,000
Customer Service Representative II	7.00	7.00	7.00	308,197	311,260
Customer Service Representative III	-	1.00	1.00	44,017	44,017
Customer Service Supervisor II	-	-	1.00	-	66,652
Customer Services Supervisor I	1.00	1.00	-	58,761	-
Department Safety Officer	1.00	1.00	1.00	102,003	112,046
Deputy Director/City Engineer	1.00	-	-	-	-
Electrical Supervisor	1.00	-	-	-	-
Electrician	5.00	2.00	2.00	111,394	140,256
Engineering Aide III	1.00	1.00	1.00	48,347	56,945
Engineering Technician I	-	-	1.00	-	57,309
Engineering Technician II	3.00	3.00	3.00	231,734	217,660
Environmental Health Specialist III	1.00	1.00	1.00	66,077	66,077
Environmental Specialist Associate	-	2.00	2.00	166,312	166,314
Equipment Operator II	7.00	8.00	8.00	388,727	431,522
Equipment Operator III	9.00	9.00	8.00	484,380	447,149
Executive Assistant	1.00	1.00	1.00	67,365	67,365

Personnel Summary

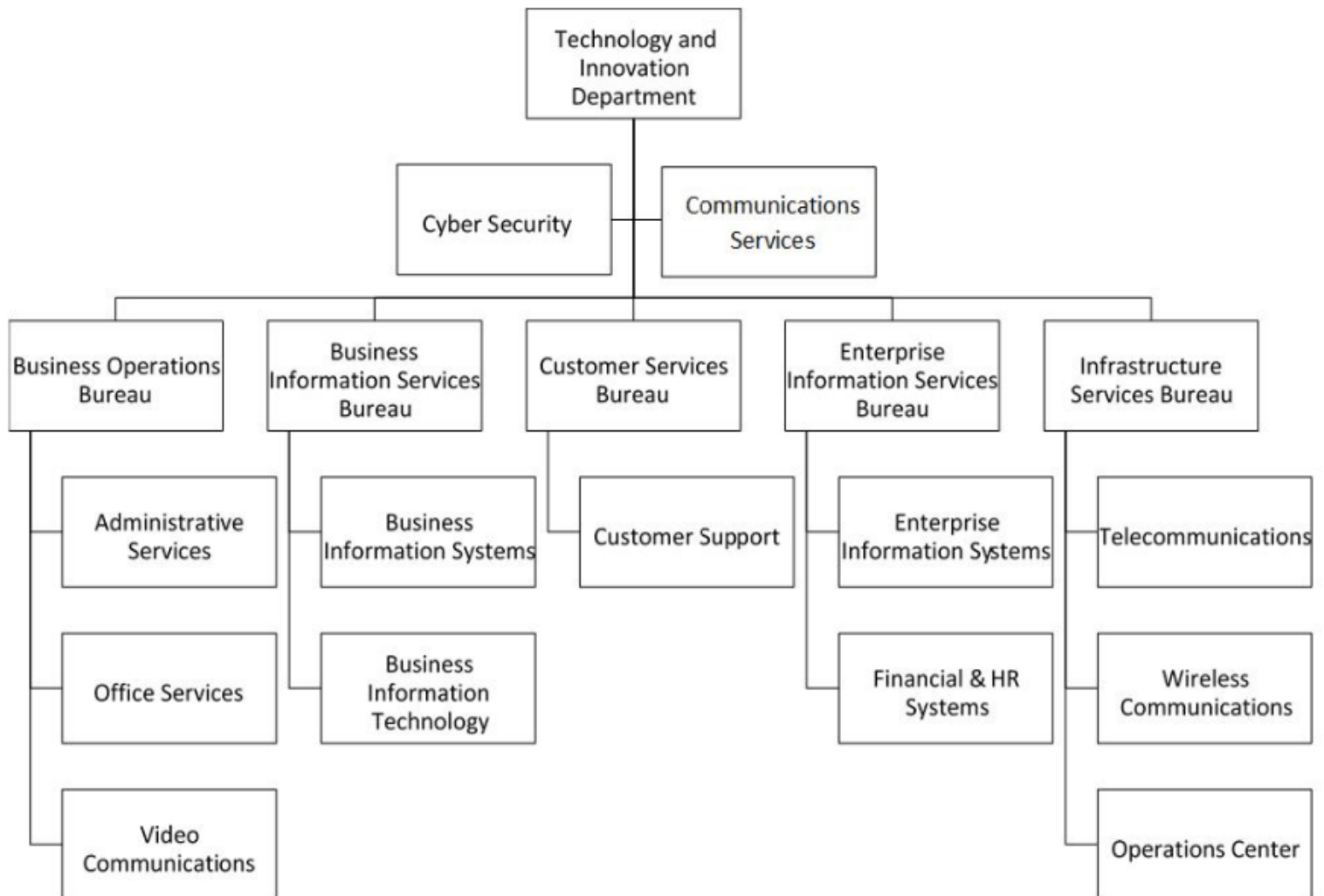
Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Facilities Management Officer	1.00	1.00	1.00	115,210	115,210
General Maintenance Assistant	4.00	4.00	4.00	211,664	222,169
General Superintendent of Operations	1.00	1.00	1.00	140,136	140,136
Geographic Info System Analyst II	1.00	1.00	1.00	89,633	89,633
Maintenance Assistant I	9.15	2.00	2.00	74,777	79,476
Maintenance Assistant II	3.00	3.00	3.00	127,670	129,707
Maintenance Assistant III	18.00	18.00	20.00	806,222	978,707
Maintenance Assistant II-NC	3.70	3.70	3.70	149,592	151,349
Maintenance Assistant I-NC	0.66	0.66	0.66	21,695	24,527
Manager-Business Operations	1.00	1.00	1.00	144,327	144,327
Manager-Environmental Services	1.00	1.00	1.00	173,799	173,799
Manager-Project Development	1.00	1.00	1.00	156,063	165,428
Manager-Public Service	1.00	1.00	1.00	160,308	165,117
Manager-Traffic & Transportation	1.00	1.00	1.00	169,863	169,863
Mechanical Supervisor	2.00	2.00	2.00	146,130	178,718
Motor Sweeper Operator	17.00	17.00	17.00	988,642	1,081,712
Parking Control Checker I	20.00	20.00	20.00	960,216	960,117
Parking Control Checker II	3.00	3.00	3.00	154,290	154,290
Parking Control Checker I-NC	4.90	4.90	4.90	198,468	198,446
Parking Control Supervisor	1.00	1.00	1.00	56,811	56,811
Parking Meter Technician I	3.00	3.00	3.00	164,370	171,266
Parking Meter Technician II	1.00	1.00	1.00	54,318	58,462
Parking Operations Officer	1.00	1.00	1.00	102,003	109,144
Payroll/Personnel Assistant II	2.00	1.00	1.00	51,546	51,546
Payroll/Personnel Assistant III	1.00	1.00	1.00	46,234	46,234
Permit Technician I	-	-	1.00	-	49,025
Permit Technician II	1.00	2.00	3.00	111,750	170,340
Plumber	5.00	5.00	5.00	307,380	340,393
Principal Construction Inspector	2.00	2.00	2.00	170,911	170,911
Project Budget Analyst III	1.00	1.00	1.00	104,116	104,116
Project Management Officer	-	2.00	2.00	280,736	278,815
Recycling and Sustainability Officer	1.00	1.00	1.00	110,328	110,328
Recycling Specialist I	1.00	1.00	1.00	57,060	59,979
Recycling Specialist II	2.00	2.00	2.00	136,491	125,430
Refuse Field Investigator	4.00	4.00	5.00	215,802	291,776
Refuse Operator I	28.14	30.14	30.14	1,362,261	1,423,769
Refuse Operator II	38.00	40.00	40.00	2,075,493	2,129,335
Refuse Operator III	30.00	30.00	31.00	1,661,919	1,737,273
Refuse Operator II-NC	1.20	1.20	1.20	54,987	56,080
Refuse Operator I-NC	13.84	13.84	13.84	589,257	600,977
Refuse Supervisor	7.00	7.00	7.00	496,509	510,375
Safety Specialist I	1.00	1.00	1.00	61,259	61,259
School Guard/H26	-	-	12.10	-	347,391
School Guard/H28	-	-	13.13	-	421,691
Secretary	6.00	6.00	6.00	305,395	319,585
Senior Accountant	1.00	1.00	1.00	96,505	96,505
Senior Civil Engineer	3.00	4.00	4.00	536,947	536,947
Senior Engineering Technician I	2.00	2.00	2.00	159,902	175,507
Senior Engineering Technician II	3.00	3.00	3.00	285,458	288,283
Senior Equipment Operator	2.00	2.00	3.00	135,915	213,658
Senior Survey Technician	1.00	1.00	1.00	82,969	70,974
Senior Surveyor	1.00	1.00	1.00	87,645	87,645

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Senior Traffic Engineer	3.00	3.00	3.00	365,163	359,141
Special Projects Officer	2.00	2.00	2.00	218,430	218,430
Special Services Officer II	21.00	21.00	21.00	1,150,647	1,144,861
Special Services Officer IV	1.00	1.00	2.00	69,503	139,006
Storm Water Program Officer	1.00	1.00	1.00	109,286	109,286
Street Landscaping Supervisor I	1.00	2.00	2.00	133,794	137,032
Street Maintenance Supervisor I	5.00	5.00	5.00	343,459	350,197
Street Maintenance Supervisor II	2.00	2.00	2.00	150,631	142,844
Superintendent-Refuse & Street Sweeping	1.00	1.00	1.00	128,688	128,688
Superintendent-Street Maintenance	1.00	1.00	1.00	116,573	116,573
Superintendent-Traffic Operations	1.00	1.00	1.00	124,894	108,870
Supervisor-Facilities Maintenance	1.00	-	-	-	-
Supervisor-Waste Operations	2.00	2.00	2.00	165,472	165,671
Survey Technician	1.00	1.00	1.00	69,638	70,975
Surveyor	2.00	2.00	2.00	196,895	178,951
Traffic Engineering Aide II	1.00	1.00	1.00	63,246	63,264
Traffic Engineering Associate II	3.00	3.00	3.00	286,698	280,208
Traffic Painter I	4.00	4.00	4.00	188,228	214,578
Traffic Painter II	1.00	1.00	1.00	55,686	59,072
Traffic Signal Coordinator	1.00	1.00	1.00	98,975	98,975
Traffic Signal Technician I	7.00	7.00	9.00	535,542	729,297
Traffic Signal Technician II	1.00	1.00	2.00	89,890	173,231
Transportation Planner I	-	1.00	1.00	76,795	76,795
Transportation Planner II	1.00	1.00	1.00	94,629	99,586
Transportation Planner III	1.00	1.00	1.00	109,560	109,560
Tree Trimmer I	3.00	3.00	3.00	155,272	160,594
Tree Trimmer II	6.00	6.00	6.00	348,474	360,831
Waste Management Officer	1.00	1.00	1.00	114,491	114,491
Subtotal Salaries	500.59	509.70	545.93	33,211,311	35,385,930
Overtime	-	-	-	1,274,195	1,334,710
Fringe Benefits	-	-	-	20,177,160	21,633,818
Administrative Overhead	-	-	-	709,165	761,883
Attrition/Salary Savings	-	-	-	(642,114)	(642,114)
Expenditure Transfer	-	-	-	228,566	231,601
Total	500.59	509.70	545.93	54,958,284	58,705,827



Technology and Innovation



Lea Eriksen, Director of Technology and Innovation

Cason Lee, Deputy Director, Infrastructure Services Bureau

Behrang Abadi, Manager, Business Information Services Bureau

Vanessa Llanes, Manager, Enterprise Information Services Bureau

Meghan Weeks, Manager, Customer Services Bureau

Sandra Aguilar, Interim Manager, Business Operations Bureau

Vacant, Cyber Risk Officer

Department Overview

Mission:

Provide a customer-focused environment that integrates people, process and technology to increase the efficiency and effectiveness of City services.

Core Services:

- Provide the City Workforce with a fast and reliable communications infrastructure.
- Enhance workforce productivity by delivering cost effective technology products and support services.
- Ensure the confidentiality, integrity and availability of the City's information and the security of the City's network.
- Provide innovative solutions to enable open and transparent government in partnership with the City departments.
- Manage Long Beach's government access television channel (LBTV), mail and messenger services, central printing and reprographics.

FY 21 Focus:

In FY 21, the Technology and Innovation Department (TI) will continue to manage the full range of information technology and related services across the City's operations in support of the City's business objectives. Specific services include Internet and Intranet, email services, business information systems and geographic information systems, voice and data networks, radio communications, virtual meeting support, personal computers, printing, mobility, audio-video systems, network camera infrastructure, help desk, and data center operations. In addition, TI will continue to function as a convener and collaborator on issues of digital inclusion, privacy, smart cities, and digital engagement to improve residents' quality of life.

In addition, the Department will continue to focus on improving the City's technology infrastructure to ensure the City has a strong foundation in place to support the services expected of a modern, technologically savvy city. A reliable, flexible and secure infrastructure allows the City to continue to provide new tools and programs to encourage civic engagement and economic development and provide more efficient public safety services.

In FY 21, the top priorities for the Department include:

- Continue to strengthen the City's cyber security posture by implementing and strengthening cyber security tools and processes and updating the City's systems as threats arise.
- Expand and enhance digital services and engagement for residents, businesses and visitors.
- Advance digital equity by ensuring that projects are viewed through an equity lens and focusing on projects that close the digital divide.
- Support the ongoing needs of the City's COVID-19 response, the need for staff to work remotely and engage with the community virtually.
- Support the City's recovery and resiliency by improving the City's capacity to respond to the most pressing civic challenges using data-informed decision making that is both equitable and transparent.

In addition, the Department will continue to focus on these key projects:

- Continue to optimize the newly implemented Munis Enterprise Resource Planning (ERP) System and implement the Human Resources and Budget phases of the LB COAST project.
- Continue the implementation of the new Electronic Document Management System (EDMS) to replace existing paper storage and paper workflows.

Department Overview

- Introduce enhancements/improvements to the new Customer Relationship Management (CRM) system based on community feedback, and, expand system to include new topics to enable Go Long Beach as a single hub for reporting issues to the City.
- Implement the ServicesLB - Licensing and Permitting portal which will move the business licensing process online.
- Continue to optimize the technologies implemented across the new City Hall and new Main Library, including the data center, enhanced network communications, wireless infrastructure, audio video, and security systems.
- Continue the design, planning and implementation of a Citywide fiber optic network to connect City facilities and to deliver a fiber backbone that is within two miles of any location in the City.

The Department will also continue delivery of other projects that are currently underway, including completing the second phase of the Advanced Metering Infrastructure (AMI); upgrading the Customer, Care and Billing system to a new release; upgrading the City's online payment portal; implementing public safety technology projects to comply with federal and state laws; expanding free public Wi-Fi at City facilities; further streamlining business licensing/permitting; upgrading and expanding the Citywide network camera system; working on Smart City projects; and adding new sets and developing new applications for DataLB, the City's Open Data Portal that supports the City's initiatives for Open Government, where constituents can access real City data in native format.

In FY 21, the Department will continue to work closely with Public Works and other City departments and bureaus to optimize the technology systems for the new City Hall, Main Library, and shared spaces. TI is also partnering with the Police and Public Works Departments to continue enhancing the City's network cameras and access control systems. TI will complete the rollout and optimization of the new public safety portable and mobile radios, work to enable electronic government initiatives and remote workforce, work to improve cyber security and resiliency, and support key strategic initiatives including smart cities and digital inclusion. TI has partnered with Public Works, Economic Development and Harbor Departments to continue development of the Citywide fiber optic network program. Through these partnerships and initiatives, TI is working to establish a strong foundation for civic engagement, government efficiency, economic development, and public safety.

TI will continue to employ new and improved processes and internal tools to further boost the productivity and efficiency of the Department in the areas of service management, customer support, asset management and project delivery. TI will also be working on improving service delivery Citywide by deploying emerging technology solutions and partnering with departments to train City staff to collect and analyze data. Lastly, TI will continue to work with departments and elected officials to create videos to improve community engagement by providing content for LBTV and social media to keep the community informed about ongoing events and promote City programs.

Department Performance Measures

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of personal computers (PCs) and laptop computers installed, replaced or upgraded	928	800	1,200	800

The Customer Services Bureau is responsible for the management and support of the City's desktop and laptop computers, multi-function devices, and mobile communications devices (cell phones, smart phones, and tablets). This Bureau is also responsible for the City's personal computer replacement program of approximately 4,600 personal computers and laptops. The decrease in the estimate for FY 21 reflects the increased lead time needed to deploy PCs during the pandemic, as well as the additional PCs that were deployed in FY 19 and FY 20. Coinciding with the move to City Hall, new computers were deployed for the majority of users in the new Civic Center during FY 18 and 19. Over 500 additional laptops and Chromebooks were deployed to enable staff to work remotely during the COVID-19 crisis, and some of the desktop computers installed in FY 19 were reassigned to other departments.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Number of visits to City of Long Beach Websites	6,498,406	6,800,000	10,300,000	10,800,000

The Business Information Services Bureau is responsible for the implementation, support, maintenance and replacement of the City's business applications, including the administration of the City's website. This website provides valuable information to the public and allows the public to do business with the City, at their convenience. The City is also experiencing a significant increase in the popularity of its social media sites, such as Facebook, Twitter, YouTube, and Instagram.

The website for the Long Beach Airport was redesigned to be mobile responsive and to make it easier for users to add content. The websites for Special Events & Filming and LBTv are also in the process of being redesigned. TI encourages visits to both the City's website and the social media sites as they are a convenient and cost-effective way for constituents and business partners to interact with the City. The number of visits to the City's websites increased significantly this year due to COVID-19 and the unique circumstances. This increase in visitors is expected to continue over the next fiscal year.

Key Measure	FY 19 Actual	FY 20 Target	FY 20 Estimate	FY 21 Projection
Percentage of time telephone systems are available for communication (as measured by telephone systems uptime)	99.9%	99.9%	99.9%	99.9%

The Infrastructure Services Bureau is responsible for the management of the City's radio and microwave systems, voice and data networks, Internet services, data center systems, and network camera infrastructure. This Bureau's scope includes over 5,000 radios, 8,000 phones, 10,000 network ports, 500 Wi-Fi access points, 1,000 enterprise servers, 2 Petabytes enterprise storage, 1,100 network cameras, 500 technology closets, 2 data centers, and 60 miles of fiber optics. Telephone systems availability is a key measure as many City facilities were closed to the public, therefore telephone communication was one of the main ways for residents to engage for City services.

FY 20 Accomplishments

Enable easy customer access to information and services

- Ranked a top ten “Digital City” for the tenth year in a row by the Center for Digital Government.
- Used data to inform the City's response and recovery activities for COVID-19 by developing a digital dashboard to display both internal and external data sources such as City, State and County COVID data. The dashboard is powered by TID's emerging Automation-First strategy which emphasizes automating the processes needed to acquire, cleanse and post publicly available data.
- Introduced a re-platformed Go Long Beach app using Salesforce Customer Relationship Management (CRM) solution to manage interactions and relationships with residents. The new version of the app includes integrations with other City systems and is compliant with the City's Language Access Policy.
- Established Longbeach.gov/covid19 as the City's authoritative portal for information regarding pandemic response. COVID-19 related content received 1.8 million page views March through October 2020.
- Continued digital transformation by introducing new technologies and processes. Examples include digitizing flu consent forms, digital sign-ups for Great Plates Delivered program, over 15,000 submissions to ReOpenLB survey, CARES Act applications, enabling electronic donations and volunteer sign-ups.
- Developed a Digital Community Engagement toolkit to continue engaging the community while in-person interactions are not safe. The toolkit includes recommendations on the types of technology to be used to facilitate remote meetings and receive community input.
- Continued Phase II of the City's website migration to longbeach.gov by transitioning the Long Beach Airport website to the new platform and new mobile responsive design.
- Produced over 294 videos for LBTV's cable channel, website, social media sites, as well as City-related social media sites.
- Partnered with the California Emerging Technology Fund (CETF), EveryoneOn and human-I-T to launch a centralized online platform for Long Beach residents to access low-cost Internet, computers and digital literacy resources and training through the development of the ConnectedLB platform.
- Implemented technologies to allow LBTV to broadcast live from anywhere in the City using cellular data and to send and receive video transmissions from major news affiliates across the nation.

Provide a fast and reliable communications infrastructure

- Completed rapid buildouts of City facilities to support COVID-19 Incident Management Team (IMT), Emergency Operations Center (EOC), Joint Information Center (JIC), and various Department Operating Centers (DOC) needs, trailers and RVs, mobile command center deployments, and backup operations planning, and supported City's COVID-19 response field teams supporting testing, food distribution, temporary shelters and contact tracing activities by providing laptops, Mi-Fis, flip phones, and printers.
- Implemented Unified Messaging to enable voicemail to be forwarded to email for 2,500+ users and deployed Jabber soft phones to City staff and call centers so that City phone lines could be answered on home devices using Wi-Fi.
- Supported City Clerk and Elected Officials with technology to facilitate virtual City Council and other public meetings. Worked with departments to support technology during virtual community meetings and other events such as Towing and Lien sales.
- Continued to expand the City's fiber optic network to improve connectivity to additional facilities.
- Completed a two-year effort to modernize the City's network camera systems in partnership with Long Beach Police Department (LBPd), and the Public Works (PW) Department. Continued upgrades and repairs in Citywide Genetec Cameras, including adding more than 90 new cameras at locations including Atlantic Ave, Anaheim St, Lifeguard Stations, Fire HQ, ECOC, and Energy Resources.
- Collaborated with Police Department in implementing Phase 2 of the Body Worn Camera program.

FY 20 Accomplishments

- Completed activation of the new Civic Center and Convention Center Cellular Distributed Antenna System (DAS) providing enhanced coverage for cell phones at these locations.

Enhance workforce productivity by providing cost effective technology and training

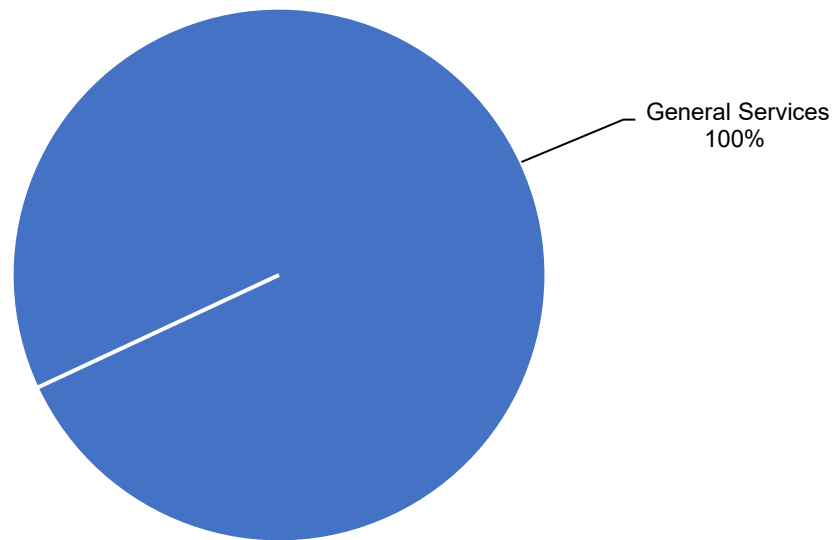
- Organized the COVID-19 Technology Response Plan that tracks overall development of remote technologies, conferencing and voice technologies, productivity technologies, eBusiness enablement, facility needs, and crisis management and internal TID needs.
- Continued efforts to modernize the City's critical Financial and Human Resources systems through the implementation of the new Enterprise Resource Planning system, LB COAST (Long Beach City Operations and Strategic Technologies). The project is now in Phase II and will bring a wealth of citywide improvements, including major advances in efficiency and transparency.
- Deployed collaboration technologies to enable staff to stay connected whether on-site or teleworking. Microsoft Teams, WebEx and Skype are being used internally, and Zoom is being used externally to facilitate public meetings.
- Launched mobile app for City Inspectors to enable digital business license inspections.
- Deployed CityWorks Asset and Work Order Management at Parks, Rec, and Marina to enable electronic asset management and work orders.
- Built a new Azure Windows Virtual Desktop with Multi-Factor Authentication to provide secured access to City Network resources from personal devices.
- Enhanced the City's Single Sign On systems, including enabling Azure AD Web Password Reset and Multi-Factor Authentication which help enable a remote workforce to work securely through the Internet.
- Implemented Marina Go, a cloud-based marina management software which allows customers to make online payments, review their lease and other related documents such as insurance and vessel registration, 24-hours a day.
- Completed TeleStaff upgrade, moving one of the Fire Department's critical systems from a legacy on-premise implementation to a cloud-based Software as a Service (SaaS) model.
- Handled approximately 23,000 calls to the Technology and Innovation Help Desk, approximately 37.3 percent of which were resolved upon initial contact. This "first-call" resolution greatly impacted workforce productivity by getting the customer back to work within minutes.
- Handled approximately 3,100 Self Service incidents and 17,000 Service Requests reported through the new Technology and Innovation Department Service Management software (TIDSM) system that automates key Help Desk support processes and manages the change control process.

Invest in research and development to ensure departments have the best technology to achieve their missions

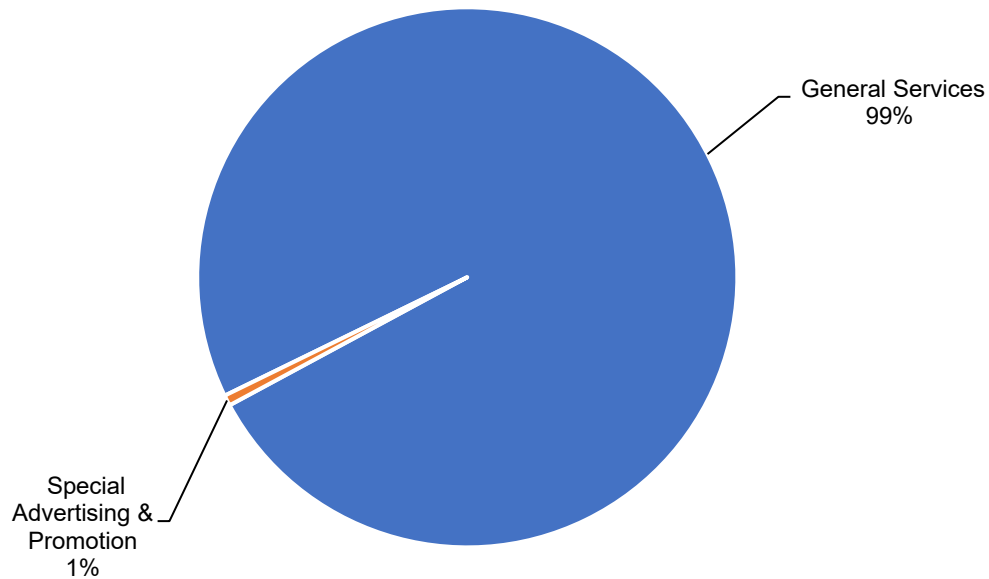
- Designated a Digital Inclusion Trailblazer by the National Digital Inclusion Alliance for the second year in a row.
- Launched a Digital Inclusion Roadmap to address the digital divide and promote digital equity and inclusion in Long Beach.
- Participated in the Startup in Residence (STiR) Program that matches civic tech companies with City departments to work together to use data to tackle civic challenges. ZenCity, a resident sentiment analysis tool, is being used to inform the City's COVID response and communications.
- Worked with the Technology & Innovation Commission to develop a Smart City Strategy and guiding principles that collectively work together to advance equity and enhance resiliency.
- Completed Phase I of an Enterprise Document Management System (EDMS) project. The goal of the project is to enhance operational efficiencies by automating business processes and greatly reducing paper files and storage. The City has 65 million hardcopy documents/records.
- Continued implementation of the new Managed Print Services program to departments outside the Civic Center including Police, Water, Fire, Parks, Energy Resources, Airport, and Health.
- Created a portal for Public Works to streamline performance appraisals.

FY 21 Budget

FY 21 Revenues by Fund Group



FY 21 Expenditures by Fund Group



Fund Impact

Fund Group	Revenues	Expenditures	Fund Impact
General Services	61,478,435	59,709,860	1,768,575
Special Advertising & Promotion	-	384,325	(384,325)
Total	61,478,435	60,094,185	1,384,250

Summary of Changes*

General Services Fund Group	Impact	Positions
Add one Business Systems Specialist III to continue Office 365 support, offset by eliminating the contractual services budget for as-needed professional services assistance of Office365 support Citywide.		1.00
Add one Communications Specialist I to serve as Camera Operator for LBTB, offset by the elimination of a Broadcast Production Specialist position.	(12,480)	-
Add one part-time Clerk III-NC for Citywide mobile account billing, offset by savings from other contractual services in the Customer Services Bureau.	3,791	0.38
Add two Clerk II-NC to align with actual workload demands and expenses of the City Mailroom, offset by the elimination of an Office Services Assistant II and reductions in non-personnel budget.	(46,249)	1.00
Downgrade one Business Systems Specialist V to Systems Support Specialist I in Desktop Support in the Customer Services Bureau, resulting in potentially longer wait times to fulfill equipment ordering and repair requests.	(73,654)	-
Eliminate one Business Systems Specialist III in the Enterprise Information Services Bureau, resulting in longer wait times for requests for service and project deliverables for utility services system needs.	(119,126)	(1.00)
Eliminate one Communications Specialist II in the Infrastructure Services Bureau, resulting in longer wait times for requests for service and project deliverables for Citywide data network needs.	(122,946)	(1.00)
Increase budget by \$284,401 for software maintenance expense reflecting ongoing annual licensing and maintenance expense for the new Records Management System (RMS) in the Police Department, offset by charges to the Police Department from one-time RMS project funds via the annual Memorandum of Understanding (MOU).	-	-
Increase annual revenue from cable franchise fees to reflect actual trend in recent years.	(180,000)	-
Reallocate 0.5 FTE Systems Technician I from Business Information Systems Bureau to Customer Services Bureau.	-	-
Reallocate a Business Systems Specialist III from the Enterprise Information Services Bureau (EIS) to the Business Information Services Bureau to serve as a dedicated resource for the Development Services Department; and add a Business Systems Specialist III to replace the transferred position in the EIS Bureau, offset by reductions in software maintenance budget.	6,133	1.00
Reclassify and reorganize positions to better align budget to operations in the Business Information Services Bureau. These changes reflect adjusting budget for previously approved positions, creating budgeted positions for previously unbudgeted employees, and adjusting vacant positions to reflect planned classification and/or salary level during recruitment.	(6,581)	-
Reclassify and reorganize positions to better align budget to operations in the Business Operations Bureau / Executive Office. Changes include, but are not limited to, the elimination of 2 Broadcast Production Specialist Positions, reallocation of one Business Systems Specialist III from Business Information Services Bureau, additions of one Business Systems Specialist III and one Communications Officer, and an upgrade of an Administrative Analyst III to an Administrative Officer. These changes reflect adjusting budget for previously approved positions, creating budgeted positions for previously unbudgeted employees, and adjusting vacant positions to reflect planned classification and/or salary level during recruitment.	108,669	1.00

Summary of Changes*

General Services Fund Group (Cont.)	Impact	Positions
Reclassify and reorganize positions to better align budget to operations in the Customer Services Bureau. Changes include, but are not limited to, the replacement of 1 Systems Support Specialist II with 1 Storekeeper II and 1 Systems Technician I. These changes reflect correcting position budgets to eliminate existing overfills, underfills, and crossfills, adjusting budget for previously approved positions and adjusting vacant positions to reflect planned classification and/or salary level during recruitment.	(54,889)	1.00
Reclassify and reorganize positions to better align budget to operations in the Enterprise Information Systems Bureau. These changes reflect correcting position budgets to eliminate existing overfills, underfills and crossfills and adjusting vacant positions to reflect planned classification and/or salary level during recruitment.	(45,849)	-
Reclassify and reorganize positions to better align budget to operations in the Infrastructure Services Bureau. Changes include, but are not limited to, the addition of one Business Systems Specialist VI. These changes reflect correcting position budgets to eliminate existing overfills, underfills, and cross-fills, adjusting budget to reflect previously approved positions, creating budgeted positions for previously unbudgeted employees, and adjusting classifications for existing employees to reflect actual duties assigned.	209,401	1.00
Reclassify four Officers (One Business Information Technology Officer, two Business Information Systems Officers, and one Technical Services Officer) to Information Systems Officer.	-	-
Reduce and reallocate various materials and supplies budget to more closely align budget with actual expense trends in critical areas.	(67,821)	-
Reduce budget for equipment replacement, hardware and software maintenance, and debt service in the Infrastructure Services Bureau, resulting in higher service level risks and longer outages, more reuse of older parts, and delays to operating or project initiatives.	(289,000)	-
Reduce charges to user departments for mainframe maintenance and staffing support until mainframe is decommissioned, following Go-Live of LB COAST Phase II, offset by funds available.	569,012	-
Transition from a paid OpenGov subscription to display the City's financial data to a less expensive open source solution, resulting in ongoing annual licensing and maintenance savings.	(82,000)	-
Upgrade 0.5 FTE Systems Technician I to 1.00 FTE Systems Technician II in the Customer Services Bureau to support technology needs at Citywide meetings and events and support response to user departments' desktop support needs.	51,152	0.50

*For ease of review, reallocation of resources within departments, offsets, adjustments, and minor changes have not been included. As figures reflect the net impact to a fund, an increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Business Information Services Bureau

Key Services:

1. Email, Web, Document Mgmt. Services; Collaboration Systems

- System Administration
- Business Analysis
- Application Development
- Integration Development & Support
- Enhancements & Configuration
- Manage Projects
- Graphic Design
- Website Design
- Upgrades/Troubleshooting
- Website Content

2. Application Development & Specialized Systems; Database Administration and Reporting; Data Management / Open Data

- System Administration
- Business Analysis
- Application Development
- Integration Development & Support
- Enhancements & Configuration
- User Training
- Report Development
- Upgrades/Troubleshooting
- Research & Development
- Manage Projects

- Database Administration
- System Environment Support
- System Performance Tuning

3. Geographic Information Systems (GIS)

- System Administration
- Business Analysis
- Application Development
- Integration Development & Support
- Enhancements & Configuration
- User Training
- Upgrades/Troubleshooting
- Manage Projects

4. Dedicated Departmental Support Services

- System Administration
- Business Analysis
- Project Management
- Report Development
- Custom Map Development
- Data Layer Maintenance
- Upgrades/Troubleshooting

5. Technology Management

- Budgets and Procurement
- Contracts, Licenses and Maintenance
- Vendor Selection and Management
- Project Management

Business Information Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	16,965,485	6,888,096	5,866,635
Expenditures	22,465,719	30,423,268	7,173,024
FTEs	49.00	35.00	33.00

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

**Amounts exclude all-years carryover. See budget ordinance in the back of this document.

Enterprise Information Services Bureau

Key Services:

1. Financial, Human Resource, & Payroll Systems

- Business Analysis
- Regulatory Compliance
- Integration Development & Support
- Enhancements & Configuration
- Manage Projects
- Report Development
- User Training
- System Implementation and Administration
- Upgrades
- Troubleshooting

2. Billing & Revenue Systems; Land Management Systems; Utility Billing Systems

- System Administration
- Business Analysis
- Regulatory Compliance
- Integration Development & Support
- Enhancements & Configuration
- Manage Projects
- Report Development
- User Training
- System Implementations
- Upgrades
- Troubleshooting

3. Technology Management

- Budgets and Procurement
- Contracts, Licenses and Maintenance
- Vendor Selection and Management
- Project Management

Enterprise Information Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	-	12,212,929	14,026,866
Expenditures	26,480	8,678,547	9,701,944
FTEs	0.00	26.00	29.00

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Customer Services Bureau

Key Services:

1. **IT Help Desk (86100)**
 - 10x5 Call Center – User Support
 - Incident Management
 - Service Requests
 - Communications
2. **Computing Services (Hardware, Desktop Software, Printers, Peripherals, Conference Room Technology, etc.)**
 - Equipment Standards
 - Equipment Procurement
 - Computer Repairs (break/fix)
 - Equipment Change/Add/Move (PCs, printers, peripherals)
 - Software Installs
 - Desktop Software Training Coordination
 - Printer Management
 - Special Projects
3. **IT Equipment – Asset Management**
 - PC End of Life Replacement
 - Contract Management
- PC & MFD Installation
 - Inventory Management
 - Parts/Inventory Coordination
 - E-Waste & Surplus Property disposal
4. **Mobile Devices**
 - Cellular Service Contracts (Verizon, Sprint, T-Mobile) Management
 - Mobile Device Repairs
 - Mobile Device Change/Add/Move
 - Wireless Expense Management
 - Asset Management
5. **Technology Management**
 - Budgets and Procurement
 - Contracts, Licenses and Maintenance
 - Vendor Selection and Management
 - Project Management

Customer Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	7,892,909	6,085,816	6,938,639
Expenditures	8,639,941	7,017,234	7,163,021
FTEs	29.00	30.00	32.38

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Infrastructure Services Bureau

Key Services:

1. Telecommunication Services

- 24x7 Network Management
- Wide-Area and Wireless Networks, Cellular/Landline Data Networks
- Internet and Network Services
- VoIP/PBX Phone Systems
- Unified Communications and Call Center Systems
- Security/Firewall Management
- Fiber Optics Network Infrastructure

2. Wireless Communication Services

- 24x7 Radio Network and Dispatch Systems Infrastructure Management
- Microwave Network and Communication Tower Infrastructure
- Network Camera Infrastructure
- Public Safety, Emergency and Utility Radio and Mobile Computer Services

- Audio Visual Services

3. Operations Center Services

- 24x7 Data Center Management
- Windows, Unix, Mainframe and Virtual Server Infrastructure Management
- Data Storage Management
- Access Controls, Virus Protection, Server Backup, and Disaster Recovery
- NOC System Monitoring
- Batch and Print Operations
- Inventory Control

4. Technology Management

- Budgets and Procurement
- Contracts, Licenses and Maintenance
- Vendor Selection and Management
- Project Management

Infrastructure Services	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	33,122,844	24,173,436	26,848,274
Expenditures	38,221,649	36,246,936	23,311,668
FTEs	52.00	52.00	51.00

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Business Operations Bureau / Executive Office

Key Services:

1. Executive Leadership

- City Manager Liaison
- Elected Official Liaison
- Citywide Tech Project Oversight
- Strategic Planning
- Cyber Risk Services
- Communication Services
- Digital Inclusion Coordination
- Digital Innovation Coordination
- Smart Cities Coordination

2. Financial Services

- Partner Department Support
- Department Budget Development
- MOU Development & Billing
- Accounting
- Procurement and Contract Management
- External Customer Billing
- Asset Inventory Reconciliation
- Internal & External Audit Coordination

3. Human Resources Administration

- Recruitment
- Employee Recognition
- Discipline
- Workers' Compensation
- Labor Relations
- Fed & State Compliance
- Safety

- Benefits Administration
- Payroll Processing

4. Reprographics

- Design Consultation
- High Volume Print and Copy Jobs (reports, citations, forms)
- Large Scale Printing - Contract Coordination

5. City Mail/Messenger Services

- US Mail Collection/Delivery (including newspapers)
- Interoffice Mail Collection/Delivery
- Utility Bill Assembly
- Mail Preparation and Assembly Projects

6. Video Communications (LBTB)

- Government Meetings (live and on demand cablecasts and webcasts)
- Original Programming Development
- State Franchise Compliance
- Cable Company Liaison
- Public, Education, Government (PEG) Channel Coordination
- Channel/Playback Operation
- Civic Chambers Technology Coordination
- Civic Center Media Wall Production

Business Operations / Executive Office	Actuals FY 19	Adjusted* FY 20	Adopted** FY 21
Revenues	8,050,995	7,625,000	7,798,021
Expenditures	9,689,392	14,660,142	12,744,528
FTEs	29.00	30.00	33.00

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

*Adjusted Budget as of August 31, 2020

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Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	4,376,421	4,120,000	4,120,000	4,300,000
Licenses, Permits and Fees	450	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	357,646	-	-	-
Revenue from Other Agencies	1,082,297	1,075,000	1,075,000	1,075,000
Charges for Services	-	-	-	-
Other Revenues	40,451	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	47,040,701	49,512,871	49,512,871	53,503,435
Interfund Transfers	13,134,267	320,000	2,277,406	2,600,000
Other Financing Sources	-	-	-	-
Total Revenues	66,032,233	55,027,871	56,985,277	61,478,435
Expenditures:				
Salaries and Wages	13,288,207	14,269,611	12,877,350	15,499,465
Employee Benefits	6,632,781	9,239,334	8,325,527	9,393,076
Overtime	535,221	290,749	189,434	290,749
Materials, Supplies and Services	30,253,246	19,186,399	72,177,876	20,461,122
Interfund Support	929,914	771,694	721,828	1,022,363
Intrafund Support	-	-	-	-
Capital Purchases	16,244,857	2,052,968	(7,655,252)	135,000
Insurance Premiums and Losses	-	1,070	1,070	-
Other Non-Operational Expenditures	7,177,107	7,509,780	6,933,293	9,547,410
Operating Transfers	3,981,847	3,745,000	3,455,000	3,745,000
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Total Expenditures	79,043,180	57,066,605	97,026,127	60,094,185
Personnel (Full-time Equivalents)	159.00	173.00	173.00	178.38

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Personnel Summary

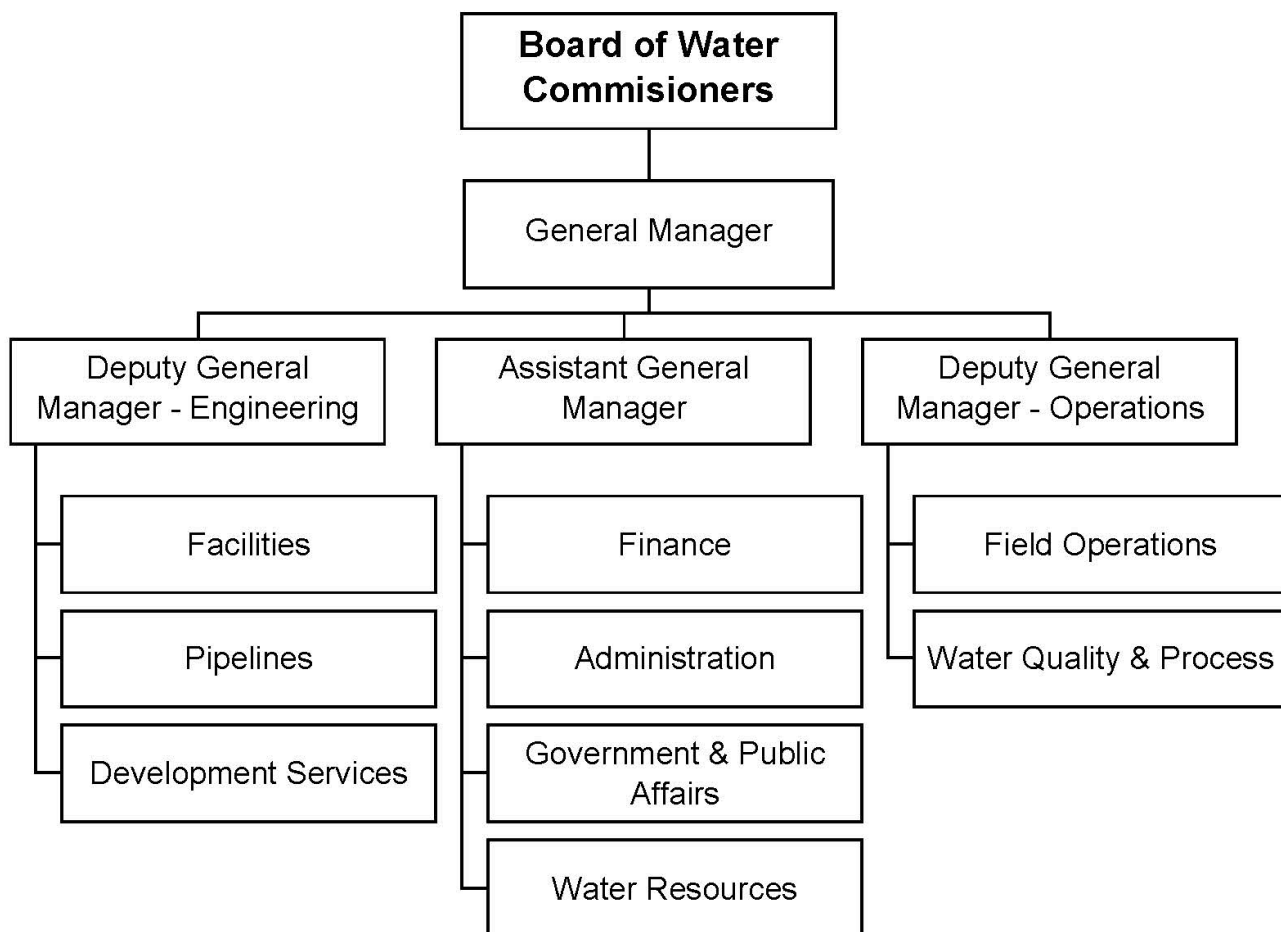
Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Director of Technology & Innovation	1.00	1.00	1.00	221,328	221,328
Accountant III	-	-	1.00	-	87,085
Administrative Analyst III	3.00	3.00	2.00	282,045	190,241
Administrative Officer	-	-	1.00	-	111,046
Assistant Administrative Analyst II	2.00	1.00	2.00	67,728	147,459
Broadcast Production Specialist	3.00	3.00	-	227,460	-
Business Information Systems Officer	1.00	2.00	-	283,555	-
Business Information Technology Officer	1.00	1.00	-	141,777	-
Business Systems Specialist I	1.00	1.00	2.00	74,865	136,124
Business Systems Specialist II	1.00	2.00	1.00	157,701	82,836
Business Systems Specialist III	17.00	19.00	21.00	1,645,792	1,761,140
Business Systems Specialist IV	10.00	13.00	16.00	1,250,989	1,546,399
Business Systems Specialist V	12.00	13.00	9.00	1,402,269	901,460
Business Systems Specialist V-Confidential	1.00	1.00	1.00	112,301	112,301
Business Systems Specialist VI	11.00	13.00	14.00	1,546,135	1,663,761
Business Systems Specialist VI - Confidential	1.00	1.00	1.00	124,342	124,342
Clerk III-NC	-	-	0.38	-	15,860
Clerk II-NC	-	-	2.00	-	77,867
Clerk Typist II	1.00	1.00	1.00	47,476	47,476
Clerk Typist III	5.00	5.00	5.00	255,104	257,672
Communication Specialist I	3.00	3.00	9.00	213,596	608,013
Communication Specialist II	5.00	4.00	1.00	317,725	80,804
Communication Specialist III	4.00	6.00	8.00	490,682	696,191
Communication Specialist IV	1.00	1.00	1.00	101,530	101,530
Communication Specialist V	2.00	2.00	2.00	195,165	200,331
Communication Specialist VI	5.00	5.00	5.00	602,462	614,459
Customer Services Officer	1.00	1.00	1.00	136,776	122,000
Cyber Security Officer	1.00	1.00	1.00	143,633	143,633
Data Center Officer	1.00	1.00	1.00	145,715	145,715
Deputy Director	-	1.00	1.00	186,849	186,849
Enterprise Information Services Manager	-	1.00	1.00	172,000	169,698
Executive Assistant	1.00	1.00	1.00	66,327	66,327
Information Systems Officer	-	-	4.00	-	566,529
Manager-Business Information Services	1.00	1.00	1.00	155,955	176,073
Manager-Business Operations	1.00	1.00	1.00	149,520	135,000
Manager-Customer Service-Tech Innovation	1.00	1.00	1.00	144,383	145,559
Manager-Technology Infrastructure Services	1.00	-	-	-	-
Munis Officer	-	1.00	-	141,777	-
Office Services Assistant II	2.00	2.00	2.00	90,635	88,878
Office Services Assistant III	1.00	1.00	1.00	40,084	45,223
Office Services Supervisor	1.00	1.00	1.00	69,503	69,503

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Offset Press Operator II	1.00	1.00	-	55,686	-
Secretary	1.00	1.00	1.00	55,446	55,446
Special Projects Officer	-	-	1.00	-	105,043
Storekeeper II	-	-	2.00	-	116,529
Systems Analyst I	3.00	3.00	-	208,509	-
Systems Analyst II	1.00	1.00	-	80,804	-
Systems Support Specialist I	3.00	3.00	4.00	210,990	280,517
Systems Support Specialist II	8.00	9.00	7.00	715,306	549,137
Systems Support Specialist III	7.00	7.00	9.00	602,924	784,146
Systems Support Specialist IV	2.00	2.00	2.00	184,382	188,633
Systems Support Specialist V	4.00	4.00	4.00	428,515	428,515
Systems Support Specialist VI	3.00	3.00	2.00	366,905	248,684
Systems Technician I	4.00	3.00	1.00	172,620	48,992
Systems Technician II	9.00	11.00	7.00	711,068	445,160
Systems Technician III	6.00	6.00	11.00	418,687	766,244
Systems Technician IV	1.00	1.00	1.00	82,836	82,836
Telecommunications Officer	1.00	1.00	1.00	141,777	141,777
Video Communications Officer	1.00	1.00	1.00	119,275	119,275
Wireless Communications Officer	1.00	1.00	1.00	141,777	141,777
Subtotal Salaries	159.00	173.00	178.38	16,102,692	16,349,422
Overtime	-	-	-	244,912	244,912
Fringe Benefits	-	-	-	8,894,947	9,046,555
Administrative Overhead	-	-	-	344,387	352,471
Attrition/Salary Savings	-	-	-	(630,521)	(630,521)
Expenditure Transfer	-	-	-	(1,156,723)	(179,549)
Total	159.00	173.00	178.38	23,799,694	25,183,290



Water



Mission Statement

The Long Beach Water Department is committed to the effective delivery of a reliable supply of quality water and the environmentally responsible disposal of sewage while continually providing exceptional customer service.

Financial Summary by Category

	Actual	Adopted*	Adjusted**	Adopted*
	FY 19	FY 20	FY 20	FY 21
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	2,215,581	750,820	750,820	502,000
Fines and Forfeitures	-	-	-	-
Use of Money & Property	2,248,867	1,296,793	1,296,793	1,262,813
Revenue from Other Agencies	10,821	-	-	750,000
Charges for Services	117,093,711	128,430,792	128,430,792	139,189,798
Other Revenues	4,810,177	6,906,153	6,906,153	4,881,404
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	86,400	86,400	86,400	86,400
Interfund Transfers	-	120,822	120,822	-
Other Financing Sources	27,393,970	9,631,140	9,631,140	8,211,833
Total Revenues	153,859,527	147,222,920	147,222,920	154,884,248
Expenditures:				
Salaries and Wages	19,632,304	18,607,245	7,003,816	22,393,217
Employee Benefits	10,447,889	12,121,132	2,557,984	14,062,475
Overtime	2,225,405	1,500,000	(664,934)	1,100,000
Materials, Supplies and Services	62,172,587	41,419,104	55,735,666	41,624,606
Interfund Support	9,148,978	10,180,519	9,664,032	11,082,355
Intrafund Support	-	-	-	-
Capital Purchases	2,945,541	32,894,841	61,512,874	33,322,866
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	5,196,260	6,206,268	6,206,268	6,407,814
Operating Transfers	482,219	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	28,658,826	31,936,364	31,936,364	29,185,344
Depreciation and Non Cash Expenditures	52,638	140,000	140,000	60,000
Total Expenditures	140,962,647	155,005,473	174,092,070	159,238,677
Personnel (Full-time Equivalents)	251.85	270.39	270.39	263.62

* Amounts exclude all-years carryover. See budget ordinance in the back of this document.

**Adjusted Budget as of August 31, 2020

Note: With the conversion to the new financial system, the amounts and character categories have been updated to match the revised Chart of Accounts in the system. The City is still going through a stabilization period with the new system and future reports may have further adjustments.

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
General Manager - Water	1.00	1.00	1.00	284,000	284,145
Accountant I	-	-	1.00	-	58,802
Accountant III	1.00	1.00	1.00	87,085	87,085
Accounting Technician	2.00	2.00	2.00	111,691	114,270
Administrative Aide I	-	1.00	-	47,487	-
Administrative Analyst I	3.00	2.00	1.00	136,190	73,502
Administrative Analyst II	2.00	2.00	6.00	138,820	500,924
Administrative Analyst III	3.00	2.00	2.00	193,010	195,410
Administrative Intern-NC/H36	2.31	2.31	3.85	76,686	127,796
Assistant Administrative Analyst I	3.00	3.00	4.00	167,779	223,566
Assistant Administrative Analyst II	1.00	2.00	2.00	136,124	149,731
Assistant General Manager - Water	1.00	1.00	2.00	239,959	464,451
Business Systems Specialist I	-	1.00	1.00	61,259	64,553
Business Systems Specialist II	1.00	2.00	2.00	135,457	147,378
Business Systems Specialist III	-	2.00	1.00	161,983	91,688
Business Systems Specialist IV	4.00	1.00	2.00	87,103	189,023
Business Systems Specialist VI	-	-	1.00	-	124,342
Business Systems Specialist VII	2.00	2.00	3.00	282,395	423,593
Buyer I	1.00	1.00	-	74,303	-
Capital Projects Coordinator	-	2.00	-	158,469	-
Capital Projects Coordinator III	-	-	3.00	-	338,366
Chief Construction Inspector	1.00	1.00	1.00	121,822	113,585
Civil Engineer	4.00	5.00	8.00	545,809	922,394
Civil Engineer Assistant	2.00	3.00	3.00	219,547	222,566
Civil Engineer Associate	3.00	2.00	1.00	204,268	91,625
Clerk Typist III	2.77	2.77	1.77	142,783	92,362
Clerk Typist IV	1.00	1.00	1.00	56,490	56,490
Construction Inspector I	-	-	1.00	-	76,265
Construction Inspector II	7.00	7.00	6.00	610,971	560,023
Construction Services Officer	1.00	1.00	1.00	156,124	156,124
Customer Service Representative III	-	-	1.00	-	54,161
Deputy General Manager - Engineering	-	-	1.00	-	211,287
Deputy General Manager - Operations	1.00	1.00	-	224,491	-
Director - Water/Sewer Field Operations	-	-	1.00	-	153,063
Director of Administration	1.00	1.00	1.00	143,324	143,324
Director of Engineering	1.00	1.00	1.00	211,200	180,073
Director of Finance	1.00	1.00	1.00	146,570	146,630
Director of Operations	2.00	2.00	1.00	303,000	150,000
Director of Water Resources	1.00	-	-	-	-
Electrical & Instrumentation Supervisor	-	-	1.00	-	109,866
Electrical & Instrumentation Technician I	-	-	5.00	-	376,243
Electrical Supervisor	1.00	1.00	-	67,715	-
Electrician	2.00	2.00	1.00	117,033	72,283
Electrician-NC	-	0.77	-	40,515	-

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Engineering Technician I	1.00	1.00	-	60,936	-
Equipment Mechanic I	2.00	2.00	2.00	129,538	125,333
Equipment Mechanic II	1.00	1.00	1.00	70,019	61,917
Equipment Operator I	1.00	1.00	1.00	49,304	52,824
Equipment Operator II	-	-	1.00	-	49,880
Executive Assistant	1.00	1.00	1.00	86,669	86,669
Executive Secretary - Water	-	-	1.00	-	78,164
Garage Service Attendant III	1.00	1.00	1.00	61,247	61,247
Garage Supervisor II	1.00	1.00	1.00	98,634	99,094
General Maintenance Assistant	3.00	2.00	2.00	100,357	110,864
General Maintenance Supervisor I	-	1.00	-	58,276	-
General Maintenance Supervisor II	-	-	1.00	-	71,271
Laboratory Analyst I	3.00	3.00	1.00	203,876	68,759
Laboratory Analyst II	1.00	1.00	2.00	75,596	136,124
Laboratory Assistant I	-	1.00	-	43,329	-
Laboratory Assistant II	2.00	2.00	3.00	104,241	148,170
Laboratory Assistant III	1.00	-	1.00	-	57,614
Machinist	1.00	-	-	-	-
Maintenance Assistant I	1.00	1.00	-	34,256	-
Maintenance Assistant III	1.00	1.00	1.00	48,022	51,706
Manager - Budget and Rates	1.00	1.00	1.00	117,348	117,348
Manager - Engineering	3.00	3.00	3.00	493,677	491,739
Manager - Government/Public Affairs	1.00	1.00	-	150,000	-
Manager - Information Services	1.00	1.00	1.00	141,761	141,761
Manager - Security & Emergency Prep	1.00	1.00	1.00	124,211	126,337
Manager - Water Resources	-	1.00	1.00	127,345	126,337
Members - Boards/Commissions	-	-	-	26,000	-
Office Administrator	2.00	2.00	2.00	149,024	137,358
Painter I	-	1.00	1.00	49,950	55,856
Painter Supervisor	1.00	-	-	-	-
Park Maintenance Supervisor	1.00	1.00	-	73,051	-
Payroll/Personnel Assistant III	1.00	1.00	1.00	56,800	56,800
Plumber	1.00	1.00	1.00	69,491	74,850
Principle Construction Inspector	-	1.00	1.00	101,100	104,567
Public Affairs Officer	1.00	1.00	1.00	90,239	90,239
Safety Specialist II	1.00	-	1.00	-	87,085
Safety Specialist III Confidential	-	1.00	-	91,706	-
Secretary	1.00	1.00	2.00	55,446	102,784
Secretary to Board-Water	1.00	1.00	1.00	86,669	86,669
Senior Accountant	2.00	2.00	2.00	193,010	193,010
Senior Civil Engineer	5.00	5.00	3.00	672,645	353,763
Senior Equipment Operator	12.00	12.00	12.00	837,010	920,280
Senior Program Manager	2.00	2.00	5.00	276,476	745,525
Senior Secretary	1.00	1.00	1.00	61,149	61,149

Personnel Summary

Classification	FY 19 Adopt FTE	FY 20 Adopt FTE	FY 21 Adopt FTE	FY 20 Adopted Budget	FY 21 Adopted Budget
Sewer Operations Superintendent	1.00	1.00	1.00	122,505	122,505
Stock & Receiving Clerk	1.00	-	-	-	-
Stock & Receiving Clerk-NC	-	0.77	-	13,810	-
Storekeeper I	-	1.00	1.00	42,229	51,546
Storekeeper II	1.00	2.00	2.00	114,162	110,406
Storekeeper I-NC	-	0.77	-	15,248	-
Superintendent - Support Services	1.00	1.00	1.00	114,750	114,750
Superintendent - Water Construction	1.00	1.00	1.00	130,103	130,103
Supervisor - Facility Management	-	1.00	1.00	85,272	89,718
Telemetry Instrument Technician I	1.00	1.00	-	54,369	-
Telemetry Instrument Technician II	3.00	3.00	-	231,812	-
Water Comm Center Supervisor	1.00	1.00	1.00	86,813	86,813
Water Comm Dispatcher I	2.00	2.00	1.00	103,112	64,295
Water Comm Dispatcher II	1.00	1.00	1.00	69,177	69,177
Water Conservation Specialist	2.00	2.00	-	176,049	-
Water Laboratory Manager	1.00	1.00	1.00	133,699	133,699
Water Operations Superintendent	1.00	1.00	1.00	126,944	126,944
Water Quality Organic Chemist	1.00	1.00	1.00	109,560	109,560
Water Treatment Operator I	5.00	7.00	7.00	363,001	399,967
Water Treatment Operator II	10.00	9.00	10.00	643,882	764,383
Water Treatment Operator III	9.00	8.00	7.00	690,749	652,118
Water Treatment Operator IV	2.00	2.00	2.00	193,610	209,629
Water Treatment Superintendent	1.00	1.00	1.00	147,968	147,968
Water Treatment Supervisor I	3.00	3.00	3.00	316,629	317,067
Water Utility Mechanic I	22.00	36.00	12.00	1,340,700	792,894
Water Utility Mechanic I - NC	1.77	-	-	-	-
Water Utility Mechanic II	26.00	21.00	35.00	1,105,641	2,542,837
Water Utility Mechanic III	13.00	16.00	14.00	1,077,076	1,244,252
Water Utility Supervisor I	15.00	15.00	15.00	1,455,639	1,482,676
Water Utility Supervisor II	6.00	6.00	6.00	618,894	642,653
Welder	1.00	1.00	1.00	65,526	72,736
Subtotal Salaries	251.85	270.39	263.62	20,908,802	23,358,774
Overtime	-	-	-	1,500,000	1,100,000
Fringe Benefits	-	-	-	11,674,571	13,594,888
Administrative Overhead	-	-	-	446,561	503,587
Attrition/Salary Savings	-	-	-	(2,300,000)	(1,000,000)
Expenditure Transfer	-	-	-	(1,557)	(1,557)
Total	251.85	270.39	263.62	32,228,377	37,555,692

Key Contacts

Chris Garner, General Manager

B. Anatole Falagan, Assistant General Manager

Tai Tseng, Assistant General Manager

Sean Crumby, Deputy General Manager, Engineering

Paul T. Fujita, Director of Finance

The Long Beach Water Department Board of Water Commissioners

Harry Saltzgaver, President, Board of Water Commissioners

Frank Martinez, Vice President, Board of Water Commissioners

Arthur M. Levine, Secretary, Board of Water Commissioners

Robert E. Shannon, Member, Board of Water Commissioners

Gloria Cordero, Member, Board of Water Commissioners

1800 East Wardlow Road

Long Beach, CA 90807

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Fund Summaries

GENERAL FUND GROUPS

**General Fund Group
Uplands Oil Fund Group**



General Fund Group Summary

Purpose:

The General Fund Group is used to account for financial resources applicable to the general governmental operations of the City including Police, Fire, Library, Parks & Recreation, a portion of Public Works and general government services.

Assumptions for Major Resources:

The General Fund provides for general services such as public works, safety, parks and libraries. These services are funded by taxes, fees, fines, and transfers. Taxes such as Property Taxes, Sales Tax, Property Tax in Lieu of Vehicle License Fees (VLF) and Utility Users Tax (UUT) make up the largest source of revenue for the General Fund at approximately 63 percent of the revenues in FY 21. Employee related costs make up the majority of the expenditures in the General Fund at approximately 80 percent.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	176,719,486	178,483,504	181,700,132	189,843,214
Sales and Use Taxes	136,161,043	124,401,154	130,532,789	129,427,338
Other Taxes	37,499,915	39,556,460	30,654,420	32,491,208
Utility Users Tax	34,897,648	35,971,466	35,518,485	34,904,863
Franchise Fees	28,167,519	27,212,994	13,042,465	27,078,731
Licenses, Permits and Fees	28,636,659	26,212,651	34,355,709	30,738,039
Fines and Forfeitures	18,261,506	20,632,754	15,744,213	19,379,182
Use of Money & Property	21,754,501	20,671,042	19,610,458	21,457,387
Revenue from Other Agencies	6,493,410	4,817,246	4,574,366	6,478,843
Charges for Services	27,271,821	25,203,073	22,363,949	25,392,045
Other Revenues	12,445,306	3,850,577	11,149,792	3,968,060
Intrafund Services	4,470,679	5,183,391	2,454,405	4,784,565
Intrafund Transfers	11,273,733	-	10,475,316	-
Interfund Services	11,414,070	16,057,359	21,203,344	15,627,313
Interfund Transfers	33,004,281	23,382,496	60,720,826	22,212,528
Other Financing Sources	-	-	-	-
Release of Reservations	-	7,295,489	27,524,336	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	588,471,577	558,931,657	621,625,006	563,783,315
Uses:				
Expenditures:				
Salaries, Wages and Benefits	409,261,602	426,037,530	429,667,660	420,795,208
Materials, Supplies and Services	62,085,471	46,330,580	62,617,113	47,192,779
Interfund Support	36,939,269	48,343,681	48,393,120	56,936,106
Intrafund Support	157,597	14,154	2,453,343	1,429,454
Capital Purchases	12,080,919	169,111	485,006	169,111
Insurance Premiums and Losses	10,137,449	1,270	5,432	1,270
Other Non-Operational Expenditures	951,460	512,000	780,174	512,000
Operating Transfers	69,759,396	34,347,636	45,927,850	32,248,257
Intrafund Transfers Out	-	-	3,000,000	-
Purchase of Gas & Water	-	1,000	-	1,000
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	204,510,763	3,423,950	55,944,732	12,704,780
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	805,883,927	559,180,912	649,274,430	571,989,965
Net Increase/(Decrease) in Funds Avail.	(217,412,350)	(249,256)	(27,649,423)	(8,206,650)
Beginning Funds Available*	225,395,190	249,256 ⁺	7,982,840	-
Ending Funds Available	7,982,840	-	(19,666,583)**	(8,206,650)***

+ This was the estimated ending funds available at the time of the development of the FY 20 adopted budget.

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: The General Fund is expected to utilize operating and emergency reserves to fund the FY 20 shortfall. Additional information will be provided in the FY 20 Year End Performance Report.

***Note: This is the projected need for reserves to balance the FY 21 and to cover both structural shortfall and one-time needs.

Uplands Oil Fund Group Summary

Purpose:

The Uplands Oil Fund Group is used to account for all costs and revenues for the City's proprietary oil interests and for accumulating reserves to pay for the City's portion of well-abandonment and site-clearance liabilities.

Assumptions for Major Resources:

The sources of revenue for the Uplands Oil Fund Group are revenues from the City's participation in proprietary oil operations and overhead fees received by the City as Unit Operator for the Tidelands Oil Operations. The price of oil for FY 21 is budget at \$35 per barrel. No revenue over that base amount is currently projected.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	14,926,429	12,239,561	9,742,942	8,030,005
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	100	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	14,926,429	12,239,561	9,743,042	8,030,005
Uses:				
Expenditures:				
Salaries, Wages and Benefits	554,321	579,637	603,319	579,637
Materials, Supplies and Services	2,216,409	2,659,641	1,931,885	2,659,641
Interfund Support	3,324	36,868	36,868	62,613
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	-	8,816,734	-	4,727,870
Intrafund Transfers Out	11,273,733	-	7,170,316	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	12,701,001	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	26,748,787	12,092,880	9,742,388	8,029,761
Net Increase/(Decrease) in Funds Avail.	(11,822,358)	146,682	655	244
Beginning Funds Available*	12,044,749	222,391	222,391	-
Ending Funds Available	222,391	369,073	223,046**	244

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: FY 20 Funds Available is needed to balance FY 20 General Fund shortfall and not available in FY 21.

Fund Summaries

SPECIAL REVENUE FUND GROUPS

General Grants Fund Group
Police and Fire Public Safety Oil Production Act Fund Group
Health Fund Group
Certified Unified Program Agency (CUPA) Fund Group
Special Advertising and Promotion Fund Group
Housing Development Fund Group
Belmont Shore Parking Meter Fund Group
Business Assistance Fund Group
Community Development Grants Fund Group
Housing Authority Fund Group
Gasoline Tax Street Improvement Fund Group



General Grants Fund Group Summary

Purpose:

The General Grants Fund Group was established to separately account for Federal, State, and other agency grants related to general City operations.

Assumptions for Major Resources:

The largest revenue sources in the General Grants Fund Group are grant funds from Federal, State or County agencies. Operating transfers into this fund represent the City's match from the General Fund Group. In FY 20 and FY 21, due to the coronavirus pandemic, this fund includes revenues from the Federal Emergency Management Agency (FEMA) and State CARES to offset pandemic related costs moved out of the General Fund and into the General Grants Fund.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	96,323	-	(49,885)	-
Revenue from Other Agencies	18,178,557	7,210,387	59,689,458	6,859,335
Charges for Services	300,980	190,995	84,763	190,867
Other Revenues	786,420	344,735	940,201	344,735
Intrafund Services	32,915	-	30,064	-
Intrafund Transfers	-	-	-	-
Interfund Services	257,206	-	291,978	-
Interfund Transfers	771,412	524,232	3,678,854	514,284
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	15,364,042	-	38,943	-
Total Resources/Sources	35,787,855	8,270,350	64,704,377	7,909,220
Uses:				
Expenditures:				
Salaries, Wages and Benefits	10,248,408	7,535,817	16,521,852	7,332,188
Materials, Supplies and Services	7,720,040	857,986	10,334,442	732,986
Interfund Support	352,677	576	20,043	2,145
Intrafund Support	-	-	-	-
Capital Purchases	672,507	-	356,180	-
Insurance Premiums and Losses	1,299	971	1,356	971
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	16,780	-	40,454,403	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	18,970,311	-	12,551,550	-
Total Expenditures/Uses	37,982,021	8,395,350	80,239,827	8,068,290
Net Increase/(Decrease) in Funds Avail.	(2,194,166)	(125,000)	(15,535,451)	(159,070)
Beginning Funds Available*	1,860,434	(333,733)	(333,733)	***
Adjustments/corrections to Fund Balance**			3,606,269	
Ending Funds Available	(333,733)	***	***	***

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book.

**Note: Adjustments include adjustments to prior year's carryover.

***Note: The conversion to a new financial system is still in a stabilization period and the carryover project and grant appropriations have not yet been fully analyzed. As a result, an estimate of budgetary ending funds available is not available at this time.

Police & Fire Public Safety Oil Production Act Fund Group Summary

Purpose:

The Police and Fire Public Safety Oil Production Act Fund Group was established to provide dedicated funds for police officers and firefighters by assessing a special production tax on oil producers in Long Beach. The special tax proceeds will support police and fire response to public safety needs.

Assumptions for Major Resources:

Proposition H, the Police and Fire Public Safety Oil Production Act, as approved by the citizens of Long Beach in FY 07, amended the Long Beach Municipal Code to assess an additional \$0.25 cent per barrel tax on oil producers in Long Beach, and adjusted on June 1st of each year equivalent to the most recent change in the annual average of the Consumer Price Index. The tax assessed through June 30, 2019 was \$0.32/barrel oil produced, and effective July 1, 2020 the tax increased to \$0.33/barrel oil produced.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	3,244,467	3,154,508	2,963,854	3,318,387
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	22,540	-	13,026	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	3,267,007	3,154,508	2,976,880	3,318,387
Uses:				
Expenditures:				
Salaries, Wages and Benefits	3,270,116	3,154,508	2,955,764	3,318,387
Materials, Supplies and Services	700	-	(7,985)	-
Interfund Support	39,785	-	12,025	-
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	6,040	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	3,316,641	3,154,508	2,959,804	3,318,387
Net Increase/(Decrease) in Funds Avail.	(49,634)	-	17,076	-
Beginning Funds Available*	228,703	179,069	179,069	196,145
Ending Funds Available	179,069	179,069	196,145	196,145

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Health Fund Group Summary

Purpose:

The Health Fund Group was established to account for funds restricted for public health purposes only. The Fund Group accounts for revenues and expenditures associated with federal, state and local grants, health permits, and other fees. Activities in the Health Fund Group are critical to the Health Department's mission to improve the quality of life by promoting a safe and healthy community in which to live, work and play.

Assumptions for Major Resources:

The Fund Group's revenue sources include grants, restricted public Health Funds and permit fees. 67 percent of the Fund Group comes from grants, while 33 percent is from non-grant sources, including restricted public health realignment formula funds derived from a portion of State Vehicle License fees and State Sales Tax. Fund Group dollars support programs focused on retention of existing services, which promote health and wellness, and provide protection from disease and injury. However, as grant funding becomes more stringent and allocations remain relatively flat, the costs of providing these services due to increases in personnel costs continues to rise. The Fund Group's ability to absorb these increases will be challenged and may eventually impact service levels.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	5,819,681	5,800,000	6,774,365	5,800,000
Sales and Use Taxes	2,436,981	2,400,000	2,405,715	2,400,000
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	3,913,269	3,873,445	3,342,443	3,923,445
Fines and Forfeitures	-	-	-	-
Use of Money & Property	173,867	36,717	75,137	36,717
Revenue from Other Agencies	37,744,563	37,233,405	32,102,961	40,049,413
Charges for Services	861,797	1,074,780	601,712	1,074,780
Other Revenues	16,998	4,546,188	147,455	4,576,188
Intrafund Services	211,185	373,060	(1,256)	1,566,832
Intrafund Transfers	-	-	-	-
Interfund Services	450,109	229,283	598,835	229,283
Interfund Transfers	996,723	325,088	572,433	325,088
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	36,937,303	-	***	-
Total Resources/Sources	89,562,476	55,891,966	46,619,799	59,981,745
Uses:				
Expenditures:				
Salaries, Wages and Benefits	27,240,380	36,363,471	29,982,136	38,527,234
Materials, Supplies and Services	12,123,832	17,540,616	24,895,923	17,347,213
Interfund Support	1,931,735	2,363,605	2,355,596	2,825,578
Intrafund Support	-	-	-	-
Capital Purchases	1,766,317	-	134,667	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	8,382,727	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	100,000	100,000	-
Carryover Expenditure Appropriation	38,927,972	-	***	-
Total Expenditures/Uses	90,372,963	56,367,692	57,468,323	58,700,024
Net Increase/(Decrease) in Funds Avail.	(810,487)	(475,726)	(10,848,523)	1,281,721
Beginning Funds Available*	11,526,673	10,716,186	10,716,186	***
Adjustments/corrections to Fund Balance**			1,990,669	
Ending Funds Available	10,716,186	***	***	***

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book.

**Note: Adjustments include adjustments to prior year's carryover.

***Note: The conversion to a new financial system is still in a stabilization period and the carryover project and grant appropriations have not yet been fully analyzed. As a result, an estimate of budgetary ending funds available is not available at this time.

CUPA Fund Group Summary

Purpose:

The Certified Unified Program Agency (CUPA) Fund Group was established by the City to account for revenues and expenses in the Health Department and Fire Department to administer oversight programs related to hazardous chemicals in the City. The City provides for inspection services and business emergency plan reviews to ensure hazardous chemicals are handled, stored and transported in accordance with current state and local standards.

Assumptions for Major Resources:

The Fund Group's revenue is derived from permits and fees that support the cost of annual inspections of facilities which handle hazardous waste and/or hazardous materials.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	1,739,725	1,814,440	1,844,289	1,840,016
Fines and Forfeitures	-	-	-	-
Use of Money & Property	35,912	25,000	25,451	25,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	3,162	1,000	-	1,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	1,778,799	1,840,440	1,869,740	1,866,016
Uses:				
Expenditures:				
Salaries, Wages and Benefits	1,635,768	1,693,176	1,548,117	1,772,315
Materials, Supplies and Services	256,469	338,334	274,039	349,079
Interfund Support	175,963	225,880	241,659	289,393
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	14,094	-	10,526	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	2,082,294	2,257,390	2,074,340	2,410,787
Net Increase/(Decrease) in Funds Avail.	(303,494)	(416,950)	(204,600)	(544,771)
Beginning Funds Available*	1,309,356	1,005,861	1,005,861	801,261
Ending Funds Available	1,005,861	588,911	801,261	256,490

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Special Advertising and Promotion Fund Group Summary

Purpose:

The Special Advertising and Promotion Fund Group is used to account for a portion of Transient Occupancy Tax (TOT) and special events and filming revenues. The revenues are used for advertising, promotional and public relations projects and special events calling positive attention to the City, including support for the Municipal Band.

Assumptions for Major Resources:

The single largest revenue for the Special Advertising and Promotion Fund Group is the Transient Occupancy Tax (TOT). TOT is a 12 percent total tax imposed on all hotel rooms in the City, 6 percent of which is earmarked for the Special Advertising and Promotion Fund Group. Reflecting Long Beach's position as a tourist, convention and filming destination, TOT revenue has seen a sharp decline as the pandemic limited travel, filming and events. Revenue is anticipated to rebound slowly and may not reach pre-pandemic levels for some time. As of FY 19, TOT revenues include anticipated new revenue for Short Term Rentals.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	11,121,964	10,458,314	7,286,948	6,707,277
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	1,508,422	1,157,825	870,020	1,157,825
Fines and Forfeitures	-	-	-	-
Use of Money & Property	188,122	11,000	144,009	11,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	174,802	-	9,792	-
Other Revenues	63,616	45,000	116,774	45,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	3,940	-	-	-
Interfund Transfers	100,000	150,000	-	150,000
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	13,160,867	11,822,139	8,427,543	8,071,102
Uses:				
Expenditures:				
Salaries, Wages and Benefits	3,182,782	3,907,863	2,823,173	3,662,766
Materials, Supplies and Services	7,936,947	8,501,574	7,243,065	6,641,146
Interfund Support	993,511	595,902	575,447	687,460
Intrafund Support	-	-	-	-
Capital Purchases	922,537	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	570,655	-	38,253	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	786,032	786,032	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	13,606,432	13,791,372	11,465,971	10,991,372
Net Increase/(Decrease) in Funds Avail.	(445,565)	(1,969,233)	(3,038,428)	(2,920,269)
Beginning Funds Available*	5,930,757	5,485,192	5,485,192	2,446,764
Ending Funds Available	5,485,192	3,515,960	2,446,764	(473,505)

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Housing Development Fund Group Summary

Purpose:

The Housing Development Fund Group is used to account for funds received from the former Redevelopment Agency, as well as other sources of funding used for new development and rehabilitation of low and moderate income housing in the city.

Assumptions for Major Resources:

Until AB1X26 and ensuing litigation brought about the dissolution of redevelopment agencies, the major revenue source for this fund was redevelopment tax increment set-aside. Current sources include loan repayments and proceeds from the lease and sale of Long Beach Community Investment Company-owned property and miscellaneous grants.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	131,287	340,913	111,741	340,913
Fines and Forfeitures	-	-	-	-
Use of Money & Property	931,271	385,307	1,101,647	385,307
Revenue from Other Agencies	-	-	-	-
Charges for Services	118	-	-	-
Other Revenues	5,690,624	561,980	2,881,470	561,980
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	2,148,263	2,911,012	-	2,148,265
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	11,335,704	-	9,719,972	-
Total Resources/Sources	20,237,266	4,199,212	13,814,831	3,436,465
Uses:				
Expenditures:				
Salaries, Wages and Benefits	895,968	1,079,438	932,483	1,083,315
Materials, Supplies and Services	7,103,320	2,887,741	2,826,397	2,147,893
Interfund Support	195,961	373,603	354,166	496,397
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	320,988	-	694	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	6,107,029	-	7,027,428	-
Total Expenditures/Uses	14,623,266	4,340,782	11,141,167	3,727,605
Net Increase/(Decrease) in Funds Avail.	5,614,000	(141,570)	2,673,664	(291,140)
Beginning Funds Available*	28,493,211	34,107,211	34,107,211	31,552,201
Adjustments/corrections to Fund Balance**			(5,228,674)	
Ending Funds Available	34,107,211	33,965,641	31,552,201	31,261,061

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

Belmont Shore Parking Meter Fund Group Summary

Purpose:

The Belmont Shore Parking Meter Revenue Fund Group was established by City Council Ordinance C-6219 to receive parking revenues in the Belmont Shore area. Expenditures from the Fund, per City Council Ordinance 08-0012, are limited to uses which are for the benefit of the Belmont Shore Parking and Business Improvement Area only. This includes acquisition, construction, improvement, operation or maintenance of City parking facilities, fixtures and equipment, as well as improvements to and equipment for public streets, alleys, curbs, gutters and sidewalks and the bus pass program.

Assumptions for Major Resources:

Revenue in this fund group is exclusively from parking meter fees in the Belmont Shore area of the City. The first \$200,000 in revenue is pledged to repay debt service and associated costs in the Community Facilities District 2007-2 in Belmont Shore.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	802,002	783,243	544,342	783,243
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	(21)	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	801,981	783,243	544,342	783,243
Uses:				
Expenditures:				
Salaries, Wages and Benefits	-	-	-	-
Materials, Supplies and Services	321,960	432,021	269,985	436,278
Interfund Support	149,412	151,222	176,192	151,222
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	200,000	200,000	200,000	200,000
Operating Transfers	100,000	-	88,272	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	771,373	783,243	734,449	787,500
Net Increase/(Decrease) in Funds Avail.	30,608	-	(190,107)	(4,257)
Beginning Funds Available*	336,984	367,593	367,593	177,486
Ending Funds Available	367,593	367,593	177,486	173,229

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Business Assistance Fund Group Summary

Purpose:

The Business Assistance Fund Group is used to account for monies used for economic development activities, including business outreach and business retention and expansion through commercial loans. The bulk of this fund group is a revolving loan fund (RLF) that was started with a grant from U.S. Economic Development Administration (EDA) with matching funds from Community Development Block Grants (CDBG) and the City's former Redevelopment Agency.

Assumptions for Major Resources:

Given the elimination of the Redevelopment Agency and continually declining CDBG entitlements, new revenues to the RLF are limited to loan repayments.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	5,680	-	3,500	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	90,475	-	52,651	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	650	-	1,077	-
Other Revenues	232,270	722,199	119,207	722,199
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	11,936	6,000	7,459	6,000
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	2,825,420	-	1,561,131	-
Total Resources/Sources	3,166,431	728,199	1,745,026	728,199
Uses:				
Expenditures:				
Salaries, Wages and Benefits	-	11,543	-	11,714
Materials, Supplies and Services	284,000	694,119	1,004,049	694,119
Interfund Support	5,396	22,537	22,537	26,015
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	11,936	-	7,459	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	2,279,041	-	818,538	-
Total Expenditures/Uses	2,580,373	728,199	1,852,582	731,848
Net Increase/(Decrease) in Funds Avail.	586,058	-	(107,556)	(3,649)
Beginning Funds Available*	850,718	1,436,776	1,436,776	782,840
Adjustments/corrections to Fund Balance**			(546,379)	
Ending Funds Available	1,436,776	1,436,776	782,840	779,191

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

Community Development Grants Fund Group Summary

Purpose:

The Community Development Grants Fund Group is used to account for funds received from the U. S. Departments of Housing and Urban Development (HUD), Labor, Education, and others for economic and community development programs. The Fund Group also includes county, state and other support for programs. Programs include neighborhood improvement efforts that target low and moderate-income areas of the city, homeless services, affordable housing, workforce development strategies, business assistance efforts, and support for youth development.

Assumptions for Major Resources:

Each year the City actively pursues new funding opportunities to support various programs and services. State and federal grants comprise the majority of revenue in this fund group. The balance of revenue is primarily from residential rehabilitation loan repayments, programmable funds carried over from previous years, and from leveraged co-investment between the Workforce Investment Board (WIB) and other partners. The two major resources in the fund group are Community Development Block Grant (HUD) and Workforce Innovation and Opportunity Act (Labor) formulaic allocations, both of which are seeing year-over-year declines in federal appropriations.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	583,499	223,050	850,662	223,050
Revenue from Other Agencies	13,816,559	19,389,322	23,958,820	16,467,332
Charges for Services	75	-	-	-
Other Revenues	1,203,316	1,256,117	3,853,825	1,932,692
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	15,842	-	55,853	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	64,213,559	-	53,593,874	-
Total Resources/Sources	79,832,851	20,868,489	82,313,034	18,623,074
Uses:				
Expenditures:				
Salaries, Wages and Benefits	7,641,483	12,288,455	7,932,578	10,111,993
Materials, Supplies and Services	6,931,077	7,999,027	11,570,268	7,891,433
Interfund Support	214,084	112,185	149,366	100,692
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	1,188,996	1,158,195	2,208,027	1,158,195
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	22,128,026	-	41,273,135	-
Total Expenditures/Uses	38,103,667	21,557,862	63,133,374	19,262,313
Net Increase/(Decrease) in Funds Avail.	41,729,184	(689,372)	19,179,660	(639,239)
Beginning Funds Available*	1,403,769	43,132,953	43,132,953	20,227,080
Adjustments/corrections to Fund Balance**			(42,085,533)	
Ending Funds Available	43,132,953	42,443,581	20,227,080	19,587,841

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

Housing Authority Fund Group Summary

Purpose:

The Housing Authority Fund Group is used to account for revenues received by the Housing Authority to operate various programs that provide housing assistance to low and very low-income households including the elderly, disabled and veterans. The primary activity is the Housing Choice Voucher Program (also known as Section 8) which is funded by the U.S. Department of Housing and Urban Development (HUD).

Assumptions for Major Resources:

The major revenue source for the Housing Authority Fund Group is the U.S. Department of Housing and Urban Development (HUD). Beginning January 2012, HUD implemented a new cash management system that distributes funds monthly, based on the most recent assessment of needs indicated in the Voucher Management System (VMS) data.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	166,554	92,451	149,694	92,451
Revenue from Other Agencies	91,304,020	91,946,267	105,846,273	91,946,267
Charges for Services	-	-	-	-
Other Revenues	229,409	177,000	112,394	177,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	91,699,983	92,215,718	106,108,361	92,215,718
Uses:				
Expenditures:				
Salaries, Wages and Benefits	4,408,847	6,645,459	4,480,507	6,819,930
Materials, Supplies and Services	85,244,510	86,742,323	98,137,580	86,679,264
Interfund Support	282,453	278,841	172,248	255,652
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	2,000	150,150	3,000	150,150
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	35,235	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	2,372,597	-	8,374,526	-
Total Expenditures/Uses	92,345,642	93,816,773	111,167,861	93,904,996
Net Increase/(Decrease) in Funds Avail.	(645,659)	(1,601,055)	(5,059,500)	(1,689,278)
Beginning Funds Available*	11,301,714	10,656,055	10,656,055	7,969,151
Adjustments/corrections to Fund Balance**			2,372,597	
Ending Funds Available	10,656,055	9,054,999	7,969,151	6,279,874

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

Gasoline Tax Street Improvement Fund Group Summary

Purpose:

The Gasoline Tax Street Improvement Fund Group is used to account for the receipt and expenditure of gasoline tax funds apportioned under the State Streets and Highways code, as well as other sources dedicated to street improvements. Expenditures may be made for any street-related purpose on the City's system of streets, including maintenance. It also includes funding from the Moving Ahead for Progress in the 21st Century (MAP-21), which superseded State Proposition 42 and SAFETEA-LU of 2005 and the passage of Road Repair & Accountability Act (SB-1) by the State legislature in FY 17. With the implementation of the City's new financial system, the State RMRA Local Return Fund (SB-1 funds) and the Gas Tax Street Improvement Grants Fund have been moved to the Capital Projects Fund Group effective April 2019.

Assumptions for Major Resources:

FY 21 includes nearly \$18.7 million in street improvement revenues funded by both gasoline tax and grant revenues. Of this amount, \$11.3 million is budgeted for capital street improvements and \$8.1 million to be transferred to the General Fund Group for eligible street maintenance costs. FY 21 gasoline tax revenues are anticipated to remain flat in FY 21 with SB-1 increasing in FY 22 by approximately \$1 million.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	274,581	50,000	310,197	50,000
Revenue from Other Agencies	10,000,579	12,356,345	10,753,823	10,538,659
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	5,120,691	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	1,478,041	-
Total Resources/Sources	10,275,159	12,406,345	17,662,752	10,588,659
Uses:				
Expenditures:				
Salaries, Wages and Benefits	37,341	-	2,541	-
Materials, Supplies and Services	600,011	2,160	2	2,160
Interfund Support	8,352,418	8,137,205	7,625,979	8,137,205
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	4,933,332	2,000,000	5,305,770	1,500,000
Intrafund Transfers Out	441	-	612,422	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	20,662,439	-	11,384,812	-
Total Expenditures/Uses	34,585,983	10,139,365	24,931,525	9,639,365
Net Increase/(Decrease) in Funds Avail.	(24,310,824)	2,266,980	(7,268,773)	949,294
Beginning Funds Available*	14,122,552	(10,188,272)	(10,188,272)	3,205,394
Adjustments/corrections to Fund Balance**			20,662,439	
Ending Funds Available	(10,188,272)	(7,921,292)	3,205,394	4,154,687

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.



CAPITAL PROJECT FUND GROUPS

**Capital Projects Fund Group
Successor Agency Operations Fund Group**



Capital Projects Fund Group Summary

Purpose:

The Capital Projects Fund Group is used to account for resources used for the planning, design, construction and acquisition of major capital improvements, except those financed by Enterprise, Internal Service, Tideland and Subsidiary Fund Groups. With the implementation of the City's new financial system, the State RMRA Local Return Fund (SB-1 funds) and the Gas Tax Street Improvement Grants Fund has been moved from the Gasoline Tax Street Improvement Fund Group to the Capital Projects Fund Group and the Transportation Fund Group has been moved to the Capital Projects Fund Group effective April 2019.

Assumptions for Major Resources:

Capital Projects Fund Group revenues consist of operating transfers from the Uplands Oil and General Fund Groups including City Council Priorities non-recurring funds. In addition, the fund group includes various Federal, State and County grants, such as those from the Metropolitan Transportation Authority, impact fees from Parks, Police and Fire, transportation impact from Traffic Mitigation Program (TMP) fees, and bond sale proceeds. Measure A funds will account for nearly \$19 million dollars of capital projects in FY 21.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	3,000,000
Sales and Use Taxes	-	-	-	-
Other Taxes	-	4,014,790	-	1,026,912
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	7,560,764	2,265,000	6,957,175	1,515,000
Fines and Forfeitures	-	-	-	-
Use of Money & Property	1,052,569	771,650	958,745	771,650
Revenue from Other Agencies	57,389,590	44,831,000	54,512,736	33,465,693
Charges for Services	-	-	-	-
Other Revenues	65,266	-	905,051	-
Intrafund Services	1,414,625	-	681,427	-
Intrafund Transfers	23,260,892	-	35,992,169	-
Interfund Services	123,000	-	214,794	-
Interfund Transfers	54,018,912	74,132,682	35,349,280	75,115,282
Other Financing Sources	786,644	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	190,758,279	-	210,809,742	-
Total Resources/Sources	336,430,540	126,015,122	346,381,118	114,894,537
Uses:				
Expenditures:				
Salaries, Wages and Benefits	6,318,719	12,305,196	7,004,650	13,524,299
Materials, Supplies and Services	82,045,407	81,366,458	70,031,369	74,977,107
Interfund Support	(880,274)	(11,427,028)	569,940	(12,350,602)
Intrafund Support	1,910	-	85,660	-
Capital Purchases	541,353	200,000	42,702	200,000
Insurance Premiums and Losses	-	-	5,971	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	1,053,787	43,682,041	5,640,472	37,555,278
Intrafund Transfers Out	23,260,451	-	36,862,913	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	148,102,128	-	180,653,449	-
Total Expenditures/Uses	260,443,480	126,126,667	300,897,128	113,906,082
Net Increase/(Decrease) in Funds Avail.	75,987,060	(111,545)	45,483,990	988,455
Beginning Funds Available*	84,598,884	160,585,944	160,585,944	163,413,782
Adjustments/corrections to Fund Balance**			(42,656,151)	
Ending Funds Available	160,585,944	160,474,399	163,413,782	164,402,238

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

Successor Agency Operations Fund Group Summary

Purpose:

The Successor Agency Operations Fund Group was created following passage of AB1X 26. AB1X 26 and ensuing litigation caused the City's Redevelopment Funds to be dissolved and all of those Funds' assets and liabilities to be transferred to the Successor Agency Fund Groups. The sole purpose of the Successor Agency is to dispose of the assets and to discharge the obligations of the former Redevelopment Agency.

Assumptions for Major Resources:

Pursuant to ABX1 26, the major source of revenue for the Successor Agency Operations Fund Group is bi-annual distributions from the Redevelopment Property Tax Trust Fund (RPTTF). The distributions are used to make payments in accordance with the Successor Agency's Recognized Obligation Payment Schedules (ROPS). The Successor Agency Operations Fund Group also receives an administrative allocation equal to 3% of the Successor Agency's prior year RPTTF distribution.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	2,085,842	3,000,000	2,398,830	3,000,000
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	15,000	-	15,000
Fines and Forfeitures	-	-	-	-
Use of Money & Property	672,433	796,664	505,560	796,664
Revenue from Other Agencies	915,124	-	-	-
Charges for Services	-	-	-	-
Other Revenues	228,792	407,903	2,073,020	407,903
Intrafund Services	-	-	-	-
Intrafund Transfers	2,446	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	61,431,964	-	61,435,891	-
Total Resources/Sources	65,336,601	4,219,567	66,413,301	4,219,567
Uses:				
Expenditures:				
Salaries, Wages and Benefits	145,521	398,210	61,445	400,933
Materials, Supplies and Services	971,814	3,558,858	2,152,496	3,558,858
Interfund Support	173,568	220,793	200,880	262,430
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	10,746,758	-	18,396	-
Intrafund Transfers Out	2,446	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	22,630,378	-	24,340,196	-
Total Expenditures/Uses	34,670,486	4,177,861	26,773,413	4,222,220
Net Increase/(Decrease) in Funds Avail.	30,666,115	41,706	39,639,888	(2,653)
Beginning Funds Available*	15,874,458	46,540,574	46,540,574	47,378,876
Adjustments/corrections to Fund Balance**			(38,801,585)	
Ending Funds Available	46,540,574	46,582,280	47,378,876	47,376,223

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

Fund Summaries

INTERNAL SERVICE FUND GROUPS

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



Civic Center Fund Group Summary

Purpose:

The Civic Center Fund Group is used to maintain, improve and operate the Civic Center complex, which includes City Hall, the Billie Jean King Main Library, Lincoln Park, Police headquarters, Fire Station 1 and related parking facilities. The fund group manages sources and uses for the City and services City departments, and debt payments on the structures. In FY 19, the new Civic Center complex was completed including City Hall, Port Headquarters and the Billie Jean King Main Library. It is anticipated that the new Lincoln Park will be completed by the end of calendar year 2021. The new Civic Center will be operated and maintained by one of the City's civic partners and improvements and maintenance will continue at the Police Headquarters and adjoining Fire Station 1.

Assumptions for Major Resources:

The Civic Center Fund Group is used to account for goods and services provided internally to City departments. The ongoing revenue sources to this fund group are payments from departments for the lease on the new Civic Center facility, employee parking charges from the departments occupying the facilities and public parking charges. Minor sources of revenue include special events, developer contributions and interest earnings. Major fund uses include security services, utilities, rent and operating maintenance.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	236,533	365,000	156,464	365,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	18,003,544	175,000	102,519	175,000
Intrafund Services	77,101	68,400	114,270	68,400
Intrafund Transfers	-	-	-	-
Interfund Services	15,127,117	20,672,780	17,954,991	22,327,167
Interfund Transfers	940,481	-	11,040,903	100,000
Other Financing Sources	-	-	-	-
Release of Reservations	-	714,275	714,275	-
Carryover Revenue Budget	12,934,353	-	4,083,360	-
Total Resources/Sources	47,319,130	21,995,455	34,166,782	23,035,567
Uses:				
Expenditures:				
Salaries, Wages and Benefits	1,460,658	437,175	694,430	440,062
Materials, Supplies and Services	14,383,841	3,033,100	23,478,249	9,870,494
Interfund Support	2,132,695	1,415,193	1,920,878	1,761,979
Intrafund Support	-	450	-	450
Capital Purchases	461	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	21,215,557	16,543,204	11,414,635	10,649,114
Operating Transfers	31,007	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	714,275	-	-	-
Carryover Expenditure Appropriation	15,290,109	-	3,413,970	-
Total Expenditures/Uses	55,228,603	21,429,122	40,922,163	22,722,099
Net Increase/(Decrease) in Funds Avail.	(7,909,473)	566,333	(6,755,381)	313,468
Beginning Funds Available*	3,899,062	(4,010,411)	(4,010,411)	(8,410,036)
Adjustments/corrections to Fund Balance**			2,355,756	
Ending Funds Available***	(4,010,411)	(3,444,078)	(8,410,036)	(8,096,568)

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

***Note: The fund is anticipating a receipt of \$7.375 million from Plenary (or its successor) when (as expected, but not guaranteed) the mid-block is sold. This along with future increases to internal departmental charges (mostly to General Fund structural costs) is anticipated to eliminate the negative funds available.

General Services Fund Group Summary

Purpose:

The General Services Fund Group is used to account for the deployment, operation, maintenance and replacement of the City's information and communications systems. This fund group includes the cost for hardware and software for these systems as well as a variety of supporting services related to technology including equipment installation, maintenance, help desk support, business information services, voice, data and wireless networks, radio communications, surveillance camera infrastructure, and central data center. It also includes the management of the City's LBTv cable channel and cable franchise agreement, as well as mail, messenger and reprographics services.

Assumptions for Major Resources:

The primary revenue source for the General Services Fund Group is internal charges to City Departments, which account for over 85 percent of total revenues. This cost recovery model is intended to allocate 100 percent of eligible costs to provide services to City departments. FY 20 includes the ongoing costs related to the critical technology infrastructure investments, transfer of Financial Systems staffing and materials and supplies budget from Financial Management Department to Technology and Innovation Department as well as increased costs and positions for ongoing support of the new ERP (Munis) system; enhancements to support the Body Worn Camera program, ServiceNow, and other infrastructure improvements; as well as increased technology support to Fleet Services and the Public Works Department.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	4,376,421	4,120,000	3,429,325	4,300,000
Licenses, Permits and Fees	450	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	372,018	-	68,565	-
Revenue from Other Agencies	1,082,297	1,075,000	2,221,291	1,075,000
Charges for Services	-	-	-	-
Other Revenues	40,451	-	192,592	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	38,039	-
Interfund Services	48,230,177	49,841,557	49,359,613	54,006,249
Interfund Transfers	12,534,267	320,000	5,612,710	2,600,000
Other Financing Sources	-	-	-	-
Release of Reservations	-	3,590,522	3,590,522	2,340,000
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	66,636,080	58,947,079	64,512,658	64,321,249
Uses:				
Expenditures:				
Salaries, Wages and Benefits	21,211,018	23,852,673	22,701,868	25,393,012
Materials, Supplies and Services	30,502,464	18,954,502	30,836,651	20,418,549
Interfund Support	2,310,884	2,883,834	2,928,167	3,356,175
Intrafund Support	-	-	-	-
Capital Purchases	15,322,320	2,052,968	10,252,418	135,000
Insurance Premiums and Losses	-	1,070	-	-
Other Non-Operational Expenditures	7,177,107	7,509,780	5,831,298	9,547,410
Operating Transfers	3,993,928	3,745,000	3,745,428	3,745,000
Intrafund Transfers Out	-	-	38,039	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	7,529,933	101,009	101,009	-
Carryover Expenditure Appropriation	27,810,250	-	20,300,442	-
Total Expenditures/Uses	115,857,905	59,100,837	96,735,321	62,595,146
Net Increase/(Decrease) in Funds Avail.	(49,221,825)	(153,758)	(32,222,663)	1,726,103
Beginning Funds Available*	53,851,176	4,629,351	4,629,351	216,938
Adjustments/corrections to Fund Balance**			27,810,250	
Ending Funds Available	4,629,351	4,475,593	216,938	1,943,041

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

Fleet Services Fund Group Summary

Purpose:

The Fleet Services Fund Group 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 major sources of revenue for this fund group include charges to user departments for vehicle maintenance, operations, and equipment capital replacement charges, which account for approximately 96 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, repairs, parts, fueling and motor pool charges.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	1,454,368	1,384,618	1,442,005	1,633,782
Revenue from Other Agencies	180,000	-	373,291	-
Charges for Services	1,218,390	1,265,814	1,112,481	1,349,704
Other Revenues	1,382,674	598,902	2,138,491	598,902
Intrafund Services	-	-	600,000	-
Intrafund Transfers	-	-	1,467,633	-
Interfund Services	43,396,872	42,461,626	44,136,123	44,182,807
Interfund Transfers	309,314	428,152	338,152	178,152
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	937,492	-	502,918	-
Total Resources/Sources	48,879,109	46,139,112	52,111,093	47,943,347
Uses:				
Expenditures:				
Salaries, Wages and Benefits	10,199,710	10,255,351	10,640,968	10,433,402
Materials, Supplies and Services	14,819,902	14,181,523	16,195,164	13,507,291
Interfund Support	1,207,948	2,098,584	1,351,200	2,573,456
Intrafund Support	-	-	-	-
Capital Purchases	13,953,879	15,750,000	14,930,691	15,500,000
Insurance Premiums and Losses	27,160	-	-	-
Other Non-Operational Expenditures	2,894,566	2,306,382	4,078,997	2,322,839
Operating Transfers	160,000	-	30,407	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	477,593	523,500	76,626	523,500
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	54,249,844	2,321,038	2,321,038	1,062,137
Carryover Expenditure Appropriation	2,423,902	-	3,785,617	-
Total Expenditures/Uses	100,414,503	47,436,378	53,410,708	45,922,625
Net Increase/(Decrease) in Funds Avail.	(51,535,393)	(1,297,266)	(1,299,614)	2,020,722
Beginning Funds Available*	44,831,555	(6,703,838)	(6,703,838)	(6,517,043)
Adjustments/corrections to Fund Balance**			1,486,409	
Ending Funds Available***	(6,703,838)	(8,001,105)	(6,517,043)	(4,496,321)

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book.

**Note: Adjustments include adjustments to prior year's carryover.

***Note: The funds for the Acquisition Fund, which collects funds from interdepartmental charges for planned capital replacement and vehicle acquisition costs, are not included in budgetary funds available figure as they are funds set aside for a specific purpose. The negative funds available status reflected is due to a loan in the operating fund owed to the acquisition fund. A plan is in place to collect funds annually from operating departments to repay the loan and bring the fund back to balance.

Insurance Fund Group Summary

Purpose:

The Insurance Fund Group was created to finance and account for all risk management-related activities citywide. Its two primary Funds (Workers' Compensation and General Liability) provide funding for the majority of the City's insurance activities.

Assumptions for Major Resources:

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

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	2,788	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	415,450	80,000	129,604	80,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	10,000	-	10,000
Other Revenues	1,663,386	366,000	1,753,966	366,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	42,400,860	49,071,973	48,180,131	59,738,854
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	844,845	-	-	-
Total Resources/Sources	45,324,540	49,527,973	50,066,489	60,194,854
Uses:				
Expenditures:				
Salaries, Wages and Benefits	13,680,151	14,215,688	13,949,743	15,363,496
Materials, Supplies and Services	6,071,876	3,827,748	5,724,436	4,894,612
Interfund Support	1,548,333	2,036,170	1,253,541	1,600,838
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	41,862,930	29,272,090	31,155,478	35,602,798
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	304,888	23,833	74,750	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	1,445,419	-	-	-
Total Expenditures/Uses	64,913,597	49,375,529	52,157,948	57,461,744
Net Increase/(Decrease) in Funds Avail.	(19,589,057)	152,444	(2,091,460)	2,733,110
Beginning Funds Available*	19,985,796	396,740	396,740	(1,094,146)
Adjustments/corrections to Fund Balance**			600,574	
Ending Funds Available***	396,740	549,183	(1,094,146)	1,638,964
Ending Funds Available (Full Accrual)****			(164,436,187)	

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

***Note: Costs associated with procuring casualty insurance have increased significantly. Charges to user departments will be increasing to recoup costs and bring the fund back into a substantially positive funds available (under current definitions of funds available – which are under review).

****Note: Ending Funds Available (Full Accrual) takes into account unfunded liabilities for incidents or losses that have occurred but have not been paid for by the City. This includes future costs for workers' compensation and general liability claims.

Employee Benefits Fund Group Summary

Purpose:

The Employee Benefits Fund Group 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, Social Security and Medicare.

Assumptions for Major Resources:

The two major revenue sources in this fund group are charges to departments based on allocation of employee benefits costs and administration of payroll costs.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	977,768	41,000	(228,274)	41,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	5,792	-	5,538	-
Other Revenues	5,652,680	388,600	11,176,679	388,600
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	276,138,589	328,040,418	295,191,147	338,425,975
Interfund Transfers	216,973	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	1,000,000	1,000,000	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	282,991,802	329,470,018	307,145,089	338,855,575
Uses:				
Expenditures:				
Salaries, Wages and Benefits	292,678,807	317,721,197	220,195,855	334,669,912
Materials, Supplies and Services	1,081,753	1,751,170	1,421,219	1,923,406
Interfund Support	1,345,398	1,425,420	1,420,096	1,249,485
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	6,750,259	7,120,705	7,120,805	597,952
Operating Transfers	259,735	-	1,223,984	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	116,973	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	302,232,925	328,018,493	231,381,959	338,440,755
Net Increase/(Decrease) in Funds Avail.	(19,241,122)	1,451,525	75,763,130	414,820
Beginning Funds Available*	33,386,691	14,145,569	14,145,569	114,608,699
Adjustments/corrections to Fund Balance			24,700,000	
Ending Funds Available**	14,145,569	15,597,094	114,608,699	115,023,519
Ending Funds Available (Full Accrual)***			(42,828,034)	

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book.

**Note: The increase in budgetary funds available is a result of several factors, including a restatement of the handling of CalPERS unfunded liability payments (no longer doing a pre-payment) and a correction to the recording of vacation liability. The components of how unfunded liabilities should be included in budgetary funds available is under discussion and may change in the future.

***Note: Ending Funds Available (Full Accrual) takes into account unfunded liabilities for services received but not paid for by the city. This includes accrued sick leave and retiree health insurance subsidy.



Fund Summaries

TIDELANDS FUND GROUPS

**Tidelands Operating Fund Group
Tidelands Area Fund Group
Tideland Oil Revenue Fund Group
Reserve for Subsidence Fund Group**



Tidelands Operating Fund Group Summary

Purpose:

The Tidelands Operating Fund Group is used to account for operations, programs, maintenance and development of beaches and waterways, the Convention Center and capital projects in the Tidelands area. Tidelands Operating Fund Group also accounts for debt service of the Aquarium of the Pacific and Rainbow Harbor area. Operations include police, fire and lifeguards, beach maintenance, lease management, parking operations and other support functions.

Assumptions for Major Resources:

The sources of revenue for the Tidelands Operating Fund Group are varied, including revenue from the City's participation in Tidelands oil operations, parking revenues in the Tidelands areas and the annual transfer from the Harbor Fund Group. The FY 21 Adopted Budget includes a projected price of oil of \$35 per barrel, which equates to \$12.3 million, to the Tidelands Operating Fund Group.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	375,008	275,500	200,242	271,500
Fines and Forfeitures	265,760	233,000	341,220	233,000
Use of Money & Property	22,800,880	22,087,166	17,926,578	23,215,608
Revenue from Other Agencies	475,692	440,145	585,205	440,145
Charges for Services	4,095,759	3,000,820	333,383	2,975,812
Other Revenues	83,580	-	5,018,246	-
Intrafund Services	-	-	15,661	-
Intrafund Transfers	6,480,182	-	7,767,643	-
Interfund Services	28,622,226	28,571,089	30,214,931	28,993,693
Interfund Transfers	38,396,743	37,549,128	32,228,974	31,418,082
Other Financing Sources	-	-	-	-
Release of Reservations	-	9,636,986	9,636,986	899,783
Carryover Revenue Budget	27,770,493	-	26,159,836	-
Total Resources/Sources	129,366,323	101,793,834	130,428,903	88,447,623
Uses:				
Expenditures:				
Salaries, Wages and Benefits	24,656,209	25,106,880	25,085,869	24,439,850
Materials, Supplies and Services	21,623,852	21,426,788	40,189,666	18,642,442
Interfund Support	26,666,171	25,896,826	27,305,494	28,025,624
Intrafund Support	-	-	-	-
Capital Purchases	-	-	213,649	-
Insurance Premiums and Losses	73,629	74,002	77,199	74,002
Other Non-Operational Expenditures	15,054,888	15,288,451	13,920,344	15,283,393
Operating Transfers	2,767,538	4,800,000	648,498	3,154,317
Intrafund Transfers Out	6,480,182	-	7,767,643	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	54,325,002	6,290,345	6,290,345	-
Carryover Expenditure Appropriation	117,360,455	-	103,852,802	-
Total Expenditures/Uses	269,007,925	98,883,292	225,351,509	89,619,628
Net Increase/(Decrease) in Funds Avail.	(139,641,602)	2,910,542	(94,922,606)	(1,172,005)
Beginning Funds Available*	145,524,290	5,882,688	5,882,688	***
Adjustments/corrections to Fund Balance**			89,589,962	
Ending Funds Available	5,882,688	***	***	***

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

***Note: The conversion to a new financial system is still in a stabilization period and the carryover project and grant appropriations have not yet been fully analyzed. As a result, an estimate of budgetary ending funds available is not available at this time.

Tidelands Area Fund Group Summary

Purpose:

The Tidelands Area Fund Group are used to account for the safety, maintenance and development of the marinas, the Queen Mary and adjacent properties, the Aquarium of the Pacific, and the Rainbow Harbor Area. Operations include marina management and maintenance, lease management, parking operations, marine patrol (PD), marine safety (Fire) and other support functions. With the implementation of the City's new financial system, the Rainbow Harbor Area Fund Group has been moved to the Tidelands Operating Fund Group effective April 2019.

Assumptions for Major Resources:

Tidelands Area Fund Group sources of revenue are generated from various activities, specific to each Fund. The Marina Fund revenue includes slip fee rentals for recreational boats, commercial enterprises and ground leases for certain marina adjacent properties. The Queen Mary Fund revenue is generated by base rents from the lease of the site and Catalina Express operations and passenger fee revenue from Carnival. In FY 18, \$17.3 million in bond funds were received and appropriated to provide for critical repair work to the Queen Mary. Passenger fee revenue and base rent payments were pledged for repayment of the debt service.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	468	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	28,680,047	24,480,884	27,227,549	26,887,370
Revenue from Other Agencies	118,140	125,855	123,423	117,855
Charges for Services	248,151	57,400	380,616	57,400
Other Revenues	116,942	8,000	(48,583)	8,000
Intrafund Services	-	-	-	-
Intrafund Transfers	2,150,000	-	2,550,000	-
Interfund Services	-	-	-	-
Interfund Transfers	-	210,000	-	210,000
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	54,343,219	-	6,853,698	-
Total Resources/Sources	85,656,968	24,882,139	37,086,703	27,280,625
Uses:				
Expenditures:				
Salaries, Wages and Benefits	9,089,204	11,111,948	9,711,434	11,193,941
Materials, Supplies and Services	5,907,988	2,609,008	3,633,741	2,601,210
Interfund Support	3,209,277	2,704,839	2,683,851	3,419,426
Intrafund Support	-	-	-	-
Capital Purchases	-	-	643,940	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	9,389,501	9,484,950	9,446,567	9,562,574
Operating Transfers	164,095	-	-	-
Intrafund Transfers Out	2,150,000	-	2,400,000	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	21,552,379	-	21,083,098	-
Total Expenditures/Uses	51,462,445	25,910,746	49,602,631	26,777,150
Net Increase/(Decrease) in Funds Avail.	34,194,523	(1,028,607)	(12,515,928)	503,475
Beginning Funds Available*	37,814,962	72,009,485	72,009,485	***
Adjustments/corrections to Fund Balance**			(32,790,840)	
Ending Funds Available	72,009,485	***	***	***

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book.

**Note: Adjustments include adjustments to prior year's carryover.

***Note: The conversion to a new financial system is still in a stabilization period and the carryover project and grant appropriations have not yet been fully analyzed. As a result, an estimate of budgetary ending funds available is not available at this time.

Tideland Oil Revenue Fund Group Summary

Purpose:

The Tideland Oil Revenue Fund Group is used to account for the proceeds from oil operations within the Tidelands area.

Assumptions for Major Resources:

The major source of revenue for the Tideland Oil Revenue Fund Group is generated from oil operations in the Tidelands area, which is dependent upon the price of oil.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	117,524,664	89,205,127	59,383,370	89,205,127
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	3,172	4,294	1,919	4,294
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	117,527,836	89,209,421	59,385,289	89,209,421
Uses:				
Expenditures:				
Salaries, Wages and Benefits	3,927,578	4,465,565	3,753,456	4,759,262
Materials, Supplies and Services	90,989,294	70,609,017	40,391,198	70,631,450
Interfund Support	775,233	1,101,030	874,949	1,335,016
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	15,402,173	12,613,628	12,297,535	9,454,351
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	5,500,000	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	116,594,278	88,789,241	57,317,138	86,180,079
Net Increase/(Decrease) in Funds Avail.	933,558	420,180	2,068,152	3,029,342
Beginning Funds Available*	3,105,281	4,038,839	4,038,839	6,106,991
Ending Funds Available	4,038,839	4,459,019	6,106,991	9,136,333

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Reserve for Subsidence Fund Group Summary

Purpose:

The Reserve for Subsidence Fund Group is used to account for the accumulation of funds to be used to minimize and remedy future land sinkage (subsidence) due to oil operations.

Assumptions for Major Resources:

The revenue source for this fund group is interest earned on the fund group balance. Repayment of a loan to the General Fund Group allowed under State law to mitigate the impacts of the last Educational Revenue Augmentation Fund (ERAF) State revenue take-aways was completed in FY 13.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	3,206,383	980,000	2,821,607	980,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	500,000	500,000	500,000	500,000
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	3,706,383	1,480,000	3,321,607	1,480,000
Uses:				
Expenditures:				
Salaries, Wages and Benefits	-	-	-	-
Materials, Supplies and Services	29	-	45	-
Interfund Support	-	-	-	-
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	-	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	185,067,708	1,480,000	3,321,563	1,480,000
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	185,067,737	1,480,000	3,321,607	1,480,000
Net Increase/(Decrease) in Funds Avail.	(181,361,354)	-	-	-
Beginning Funds Available*	181,361,354	-	-	-
Ending Funds Available	-	-	-	-

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Fund Summaries

ENTERPRISE FUND GROUPS

Development Services Fund Group

Gas Fund Group

Gas Prepay Fund Group

Water Fund Group

Sewer Fund Group

Airport Fund Group

Refuse/Recycling Fund Group

SERRF Fund Group

SERRF JPA Fund Group

Towing Fund Group

Harbor Fund Group



Development Services Fund Group Summary

Purpose:

The Development Services Fund Group is used to finance the planning, permitting, plan check and development services offered by the Development Services Department as well as the continual improvement of services to homeowners and the development community. In FY 13, a new subfund was created to account for multi-family housing inspection program fees, when the program was transferred from the Health Department to Code Enforcement in the Development Services Department. In FY 18, another new subfund was created to account for a state-mandated fee. The fee must be used to train plan checkers and inspectors to integrate solutions for disabled access into new construction and improvement projects.

Assumptions for Major Resources:

The major revenue sources in this fund group are planning and building fees, annual earned interest, reimbursements for project costs incurred, services rendered to other departments, proactive rental housing inspection program fees, and state-mandated Certified Access Specialist fees.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	112,998	172,000	112,157	172,000
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	28,285,472	24,490,161	20,887,285	23,490,161
Fines and Forfeitures	1,250	-	1,000	-
Use of Money & Property	772,648	30,000	767,995	30,000
Revenue from Other Agencies	91,526	-	401,954	-
Charges for Services	1,689,222	981,937	1,073,663	981,937
Other Revenues	727,047	589,173	1,791,314	89,173
Intrafund Services	-	-	-	-
Intrafund Transfers	193,656	-	26,191	-
Interfund Services	-	-	-	-
Interfund Transfers	41,099	-	85,701	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	1,365,997	-	1,354,121	-
Total Resources/Sources	33,280,915	26,263,271	26,501,380	24,763,271
Uses:				
Expenditures:				
Salaries, Wages and Benefits	14,387,758	16,321,482	14,810,608	16,491,087
Materials, Supplies and Services	6,690,767	5,468,022	5,783,262	4,149,808
Interfund Support	4,834,948	5,408,480	5,278,149	6,173,849
Intrafund Support	-	-	-	-
Capital Purchases	-	126,000	-	126,000
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	1,534,373	646,000	107,041	646,000
Intrafund Transfers Out	193,656	-	26,191	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	2,478,877	-	2,422,415	-
Total Expenditures/Uses	30,120,380	27,969,984	28,427,666	27,586,744
Net Increase/(Decrease) in Funds Avail.	3,160,536	(1,706,713)	(1,926,286)	(2,823,473)
Beginning Funds Available*	22,287,841	25,448,377	25,448,377	24,634,971
Adjustments/corrections to Fund Balance**			1,112,880	
Ending Funds Available	25,448,377	23,741,664	24,634,971	21,811,498

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

Gas Fund Group Summary

Purpose:

The Gas Fund Group is used to safely provide customers with reliable and cost-competitive natural gas and to provide for infrastructure integrity, pipeline safety and system preservation. With the implementation of the City's new financial system, the Gas Prepay Fund Group has been merged into the Gas Fund Group mid-year FY 20.

Assumptions for Major Resources:

The major source of revenue for the Gas Fund Group is gas metered sales, which represents approximately 80 percent of the fund group's total revenues.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	1,827,037	1,110,444	1,774,981	1,110,444
Revenue from Other Agencies	-	-	-	-
Charges for Services	122,859,396	121,004,422	106,941,066	136,108,825
Other Revenues	(72,339)	40,300	117,397	734,494
Intrafund Services	4,215,849	-	(310,952)	-
Intrafund Transfers	-	-	-	-
Interfund Services	5,701,842	4,102,463	4,605,669	4,102,463
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	6,000,000	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	140,531,785	126,257,629	113,128,162	142,056,226
Uses:				
Expenditures:				
Salaries, Wages and Benefits	20,650,449	22,153,024	21,675,114	23,508,540
Materials, Supplies and Services	19,926,063	13,331,311	16,701,893	16,554,457
Interfund Support	10,984,708	9,482,763	8,360,615	9,857,697
Intrafund Support	-	-	-	-
Capital Purchases	140,527	738,455	76,978	738,455
Insurance Premiums and Losses	-	2,257	-	2,257
Other Non-Operational Expenditures	41,079,451	43,323,240	41,981,823	44,683,164
Operating Transfers	18,776,076	12,801,161	11,860,408	15,469,658
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	20,608,598	31,489,863	(3,704,003)	31,489,863
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	614,210,329	-	-	-
Carryover Expenditure Appropriation	10,124,060	-	12,985,552	-
Total Expenditures/Uses	756,500,261	133,322,074	109,938,381	142,304,091
Net Increase/(Decrease) in Funds Avail.	(615,968,476)	(7,064,445)	3,189,781	(247,865)
Beginning Funds Available*	633,929,038	17,960,562	17,960,562	32,741,236
Adjustments/corrections to Fund Balance**	-	-	11,590,892	-
Ending Funds Available	17,960,562	10,896,117	32,741,236	32,493,370

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover and a transfer of fund balance from the Gas Prepay Fund Group to the Gas Fund Group.

Gas Prepay Fund Group Summary

Purpose:

The Gas Prepay Fund Group is used to provide a long-term, reliable supply of natural gas for resale to customers. This gas is purchased at market prices and then discounted by a fixed amount due to the prepayment for this gas supply through the Long Beach Financing Authority. The discount value is retained by the Gas Fund Group to provide a long-term partial funding source for the Energy Resources Department's ongoing pipeline infrastructure replacement program. With the implementation of the City's new financial system, the Gas Prepay Fund Group has been merged into the Gas Fund Group effective mid-year FY 20.

Assumptions for Major Resources:

The activities within the Gas Prepay Fund Group are controlled by the dictates of the debt service requirements.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	2,097	-	-	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	5,169,715	5,204,403	-	-
Other Revenues	685,143	694,194	-	-
Intrafund Services	(4,372,517)	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	1,484,438	5,898,597	-	-
Uses:				
Expenditures:				
Salaries, Wages and Benefits	-	-	-	-
Materials, Supplies and Services	-	-	-	-
Interfund Support	-	-	-	-
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	-	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	-	-	-	-
Net Increase/(Decrease) in Funds Avail.	1,484,438	5,898,597	-	-
Beginning Funds Available*	(17,605)	1,466,833	1,466,833	-
Adjustments/corrections to Fund Balance**	-	-	(1,466,833)	-
Ending Funds Available	1,466,833	7,365,430	-	-

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include a transfer of fund balance from the Gas Prepay Fund Group to the Gas Fund Group.

Water Fund Group Summary

Purpose:

The Water Fund Group is used to meet the water needs of the citizens of Long Beach with a dependable supply of high quality water at a reasonable cost.

Assumptions for Major Resources:

The major sources of revenue include a volumetric charge for water used by customers and a daily service charge for water based on the size of the customer's water meter service line. Other revenues include rents received from tenants on Water Department-owned property, interest income and grant funding for specific capital projects and charges for services requested by customers.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	1,963,669	1,196,793	1,568,880	1,162,813
Revenue from Other Agencies	10,821	-	1,739,388	750,000
Charges for Services	100,159,471	111,778,824	114,546,566	122,537,115
Other Revenues	3,463,383	5,616,153	3,311,362	3,591,404
Intrafund Services	-	-	507,711	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	120,822	-	-
Other Financing Sources	27,393,970	9,631,140	-	8,211,833
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	132,991,313	128,343,732	121,673,906	136,253,165
Uses:				
Expenditures:				
Salaries, Wages and Benefits	26,571,578	26,790,862	29,826,237	30,875,126
Materials, Supplies and Services	53,082,617	38,095,315	51,148,932	38,344,647
Interfund Support	6,051,689	6,577,473	8,478,599	7,144,638
Intrafund Support	-	-	-	-
Capital Purchases	1,416,487	27,062,241	758,070	25,377,834
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	4,731,844	4,269,629	6,202,058	5,822,014
Operating Transfers	342,285	-	10,449,698	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	28,658,826	31,936,364	32,660,441	29,185,344
Depreciation and Non Cash Expenditures	48,538	125,000	-	50,000
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	120,903,863	134,856,884	139,524,035	136,799,603
Net Increase/(Decrease) in Funds Avail.	12,087,450	(6,513,152)	(17,850,128)	(546,438)
Beginning Funds Available*	1,567,420	13,654,870	13,654,870	11,704,517
Adjustments/corrections to Fund Balance	-	-	15,899,775	-
Ending Funds Available	13,654,870	7,141,718	11,704,517	11,158,079

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Sewer Fund Group Summary

Purpose:

The Sewer Fund Group is used to maintain and upgrade the City's sanitary sewer system in a cost effective manner.

Assumptions for Major Resources:

The major sources of revenue include a volumetric charge based on water usage which will enter the sewer system, a service charge based on the size of the customer's meter, and sewer capacity fees from developers for new projects.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	2,215,581	750,820	1,142,014	502,000
Fines and Forfeitures	-	-	-	-
Use of Money & Property	285,198	100,000	253,710	100,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	16,934,240	16,651,968	16,747,489	16,652,683
Other Revenues	1,346,795	1,290,000	1,326,475	1,290,000
Intrafund Services	-	-	1,567	-
Intrafund Transfers	-	-	-	-
Interfund Services	86,400	86,400	86,400	86,400
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	20,868,213	18,879,188	19,557,656	18,631,083
Uses:				
Expenditures:				
Salaries, Wages and Benefits	5,734,020	5,437,515	6,882,770	6,680,566
Materials, Supplies and Services	9,828,196	4,570,540	7,286,657	4,629,845
Interfund Support	3,097,289	3,603,046	5,461,724	3,937,718
Intrafund Support	-	-	-	-
Capital Purchases	1,529,054	5,832,600	1,629,152	7,945,032
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	464,416	1,936,639	729,750	585,800
Operating Transfers	139,934	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	4,100	15,000	-	10,000
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	20,797,010	21,395,340	21,990,052	23,788,961
Net Increase/(Decrease) in Funds Avail.	71,204	(2,516,152)	(2,432,397)	(5,157,878)
Beginning Funds Available*	14,004,565	14,075,768	14,075,768	11,947,544
Adjustments/corrections to Fund Balance	-	-	304,172	-
Ending Funds Available	14,075,768	11,559,617	11,947,544	6,789,666

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Airport Fund Group Summary

Purpose:

The Airport Fund Group is used to provide the highest level of customer service; maintain the highest level of safety and security; improve the quality of life in the surrounding community; provide a fair and reasonable operating cost to our business partners; enhance the value and economic impact of the Airport to its stakeholders, which includes the community; and maintain an efficient and effective business model.

Assumptions for Major Resources:

Airport Fund Group operating revenue is derived from airline fees, parking and concessions and long-term ground leases of airport property. These major revenue sources are categorized as airline revenue, indirect airline revenue, and non-airline revenue. Additionally, grant funds, such as Airport Improvement Program (AIP) funds, are received from the federal government. Other revenues include Passenger Facility Charges (PFC) that are collected by the air carriers and Customer Facility Charges (CFC) that are collected by car rental agencies.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	64,586	76,560	28,870	76,560
Fines and Forfeitures	21,460	15,000	13,983	15,000
Use of Money & Property	44,478,739	44,481,382	30,351,271	34,896,424
Revenue from Other Agencies	29,282,773	11,023,452	34,544,372	12,187,279
Charges for Services	156,370	52,000	162,546	52,000
Other Revenues	177,662	2,000	10,630	2,000
Intrafund Services	-	-	1,099,222	-
Intrafund Transfers	-	-	-	-
Interfund Services	282,897	-	731,122	-
Interfund Transfers	40,579	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	213,015	-	69,139,630	-
Total Resources/Sources	74,718,081	55,650,394	136,081,645	47,229,263
Uses:				
Expenditures:				
Salaries, Wages and Benefits	11,811,022	11,995,026	11,638,291	11,470,266
Materials, Supplies and Services	28,227,394	13,593,040	48,346,521	8,916,135
Interfund Support	14,806,147	15,972,154	16,822,403	15,966,853
Intrafund Support	-	(76,451)	-	(76,451)
Capital Purchases	231,517	3,000	37,283	3,000
Insurance Premiums and Losses	77,525	100,000	160,256	100,000
Other Non-Operational Expenditures	8,679,210	9,223,920	9,797,119	9,222,009
Operating Transfers	211,411	-	121,096	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	11,389,543	-	-	-
Carryover Expenditure Appropriation	36,456,484	-	80,881,275	-
Total Expenditures/Uses	111,890,252	50,810,689	167,804,243	45,601,812
Net Increase/(Decrease) in Funds Avail.	(37,172,171)	4,839,706	(31,722,598)	1,627,452
Beginning Funds Available*	91,393,143	54,220,972	54,220,972	58,741,842
Adjustments/corrections to Fund Balance**			36,243,468	
Ending Funds Available	54,220,972	59,060,678	58,741,842	60,369,294

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

Refuse/Recycling Fund Group Summary

Purpose:

The Refuse/Recycling Fund Group provides for refuse and recycling collection for residents and businesses of Long Beach in a timely and cost effective manner, ensuring compliance with the State's solid waste diversion laws.

Assumptions for Major Resources:

The primary source of revenue for the fund group is from refuse and recycling charges, which account for approximately 94 percent of total revenues. This fund is also supported by grant funds from the State for various public outreach efforts, revenues from the sale of recyclables, fees paid by the City's licensed private refuse haulers for compliance with the Integrated Waste Management Act of 1989 (AB939), and interest income. Over \$4.8 million is provided annually to the General Fund Group to reimburse for refuse related programs such as street and alley maintenance, tree trimming and stormwater environmental compliance.

Due to the State passing several bills mandating recycling and organics (food and yard waste) collection, the rising costs associated with refuse collection and disposal, and Reduced market values for recyclable commodities, the Environmental Services Bureau (ESB) will be initiating a Cost of Service Study in FY 21. This study will develop residential and commercial rates for organics collection and identify the residential and commercial rates to fully recover costs associated new services. Additional revenues resulting from the rate restructuring will be used to enhance refuse collection, recycling program development services and bring the Refuse Fund reserves back to a healthy level.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	2,402,555	1,808,375	2,544,879	1,808,375
Fines and Forfeitures	-	-	-	-
Use of Money & Property	296,333	80,452	162,905	80,452
Revenue from Other Agencies	981,332	778,657	682,898	779,000
Charges for Services	41,710,459	46,881,542	47,988,654	46,881,542
Other Revenues	9,017	5,500	1,710	5,500
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	442,845	429,710	412,012	429,710
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	4,502	-	4,502	-
Total Resources/Sources	45,847,042	49,984,236	51,797,560	49,984,579
Uses:				
Expenditures:				
Salaries, Wages and Benefits	13,919,657	16,114,649	14,836,691	16,608,690
Materials, Supplies and Services	12,348,906	12,226,423	11,184,256	12,344,303
Interfund Support	22,617,847	23,049,193	23,335,584	24,370,778
Intrafund Support	-	-	-	-
Capital Purchases	9,983	361,485	-	361,485
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	1,019,000	599,000	682,784	599,000
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	161,755	-	19,164	-
Total Expenditures/Uses	50,077,148	52,350,749	50,058,479	54,284,256
Net Increase/(Decrease) in Funds Avail.	(4,230,105)	(2,366,513)	1,739,081	(4,299,677)
Beginning Funds Available*	11,589,764	7,359,659	7,359,659	9,255,992
Adjustments/corrections to Fund Balance**	-	-	157,252	-
Ending Funds Available	7,359,659	4,993,146	9,255,992	4,956,315

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: Adjustments include adjustments to prior year's carryover.

SERRF Fund Group Summary

Purpose:

The SERRF Fund Group is used to maintain the Waste-to-Energy Program as an enterprise operation, provide disposal services at the Southeast Resource Recovery Facility (SERRF) for residential and commercial refuse delivered by the City and various surrounding communities, provide for the continued operation and maintenance of SERRF, and to implement waste reduction and recycling activities.

Assumptions for Major Resources:

The two main sources of revenue for the SERRF Fund Group are sale of electricity produced by SERRF, which accounts for 20 percent of the total revenue, and customer disposal fees, which makes up 80 percent.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	1,370,276	250,000	324,698	302,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	25,305,657	25,092,300	24,476,811	29,592,300
Other Revenues	45,796	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	9,251,822	10,607,700	10,090,079	10,607,700
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	35,973,550	35,950,000	34,891,588	40,502,000
Uses:				
Expenditures:				
Salaries, Wages and Benefits	653,291	602,532	610,995	632,942
Materials, Supplies and Services	48,440,276	39,805,089	35,068,103	38,796,776
Interfund Support	201,351	131,896	165,666	146,452
Intrafund Support	-	-	-	-
Capital Purchases	706,891	750,000	3,020,060	1,150,000
Insurance Premiums and Losses	1,503,692	1,600,000	1,306,472	1,450,000
Other Non-Operational Expenditures	-	5,500	-	-
Operating Transfers	13,087	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	51,518,587	42,895,016	40,171,297	42,176,170
Net Increase/(Decrease) in Funds Avail.	(15,545,037)	(6,945,016)	(5,279,709)	(1,674,170)
Beginning Funds Available*	34,781,284	19,236,247	19,236,247	13,956,538
Ending Funds Available	19,236,247	12,291,231	13,956,538	12,282,369

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

SERRF JPA Fund Group Summary

Purpose:

The Southeast Resource Recovery Facility (SERRF) Joint Powers Authority (JPA) Fund Group is used to account for bonds issued to finance the planning, design, procurement, construction and startup of the SERRF Facility. The Facility is a "waste-to-energy" plant.

Assumptions for Major Resources:

Operating revenue comes from lease payments from the City of Long Beach – SERRF operations to meet the authorities operating expense, which primarily consists of debt service payments.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	9,953,838	-	140	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	9,953,838	-	140	-
Uses:				
Expenditures:				
Salaries, Wages and Benefits	-	-	-	-
Materials, Supplies and Services	-	-	-	-
Interfund Support	-	-	-	-
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	10,979,994	-	-	-
Operating Transfers	-	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	140	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	10,979,994	-	140	-
Net Increase/(Decrease) in Funds Avail.	(1,026,156)	-	-	-
Beginning Funds Available*	1,026,156	-	-	-
Ending Funds Available	-	-	-	-

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Towing Fund Group Summary

Purpose:

The Towing Fund Group is used to account for the City's towing services, which are used primarily by the Police and Public Works Departments to remove vehicles from the City's streets that have been abandoned, parked illegally, involved in traffic accidents, or have excessive outstanding parking tickets.

Assumptions for Major Resources:

Funds are collected through fees charged for towing, storage and lien sale services. Registered owners may pick up their vehicles after all towing fees and ticket charges have been paid. When registered owners do not respond to the notice to retrieve their vehicles from impound, the City is granted by California Civil Code the right to sell the vehicles in order to collect the fees that are owed.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	1,410	-	-	-
Use of Money & Property	25,896	5,000	15,326	5,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	5,783,622	6,155,000	4,443,122	6,790,982
Other Revenues	2,177	-	2,250	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	97,752	50,000	-	50,000
Interfund Transfers	-	-	-	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	5,910,858	6,210,000	4,460,698	6,845,982
Uses:				
Expenditures:				
Salaries, Wages and Benefits	2,867,747	2,955,718	2,862,969	3,113,138
Materials, Supplies and Services	1,521,325	1,645,910	1,371,070	1,807,283
Interfund Support	608,015	734,299	782,837	879,925
Intrafund Support	-	-	-	-
Capital Purchases	-	5,800	-	5,800
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	-	-	-	-
Operating Transfers	1,060,000	1,000,000	20,771	1,000,000
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	6,057,087	6,341,727	5,037,647	6,806,146
Net Increase/(Decrease) in Funds Avail.	(146,229)	(131,727)	(576,949)	39,836
Beginning Funds Available*	649,003	502,774	502,774	(74,175)
Ending Funds Available**	502,774	371,046	(74,175)	(34,339)

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

**Note: The pandemic has adversely impacted Towing Fund revenues, with factors such as a citywide moratorium on non-essential tows, a suspension of lien sales due to social distancing concerns and a COVID-induced storage fee waiver program. Fees were raised in FY 21 to cover increased expenses and the fund status including any ongoing pandemic impacts will be closely monitored.

Harbor Fund Group Summary

Purpose:

The Harbor Fund Group is used to account for the operations of the Harbor Department. Governed by the five-member Board of Harbor Commissioners, the Harbor Department pursues operational excellence through development and management of the Port of Long Beach to provide for the reliable, efficient and sustainable movement of goods to benefit our local and global economies.

Assumptions for Major Resources:

The Board of Harbor Commissioners sets tariff charges for wharfage, dockage, pilotage, land usage, storage and demurrage applicable to all ships and cargo at municipal berths and wharves or otherwise City-owned property in the Harbor District. Under the terms of various property agreements, the terminal operators, as permittees or lessees, are responsible for collecting tariffs and for remitting to the Department all or any portion of such tariffs required to be paid to the Department. The Department charges tariffs on a per container and on a per ton or unit cargo basis for bulk and break-bulk cargoes.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	63,111	-	17,677	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	47,045,170	44,610,997	42,699,782	35,540,000
Revenue from Other Agencies	82,416,516	59,448,000	47,395,759	37,728,000
Charges for Services	382,641,479	372,354,201	370,649,936	359,118,000
Other Revenues	3,814,408	21,000,000	44,067,246	2,136,425
Intrafund Services	156,883	-	112,395	-
Intrafund Transfers	(181,091,145)	-	83,383,090	-
Interfund Services	-	-	326,837	-
Interfund Transfers	-	-	-	-
Other Financing Sources	-	48,430,000	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	335,046,422	545,843,198	588,652,722	434,522,425
Uses:				
Expenditures:				
Salaries, Wages and Benefits	74,749,137	88,060,814	81,658,192	91,538,248
Materials, Supplies and Services	350,221,711	66,013,842	314,502,145	65,715,348
Interfund Support	34,244,513	36,051,436	34,802,674	36,199,694
Intrafund Support	-	-	-	-
Capital Purchases	9,488,985	377,473,228	2,900,262	366,505,334
Insurance Premiums and Losses	418,008	321,000	28,748	226,000
Other Non-Operational Expenditures	49,240,624	89,408,000	56,007,733	70,335,400
Operating Transfers	20,961,781	20,135,600	21,153,698	18,809,414
Intrafund Transfers Out	(181,091,145)	-	83,383,090	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	619,002	-
Addition to Reservations	-	-	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	358,233,615	677,463,920	595,055,545	649,329,439
Net Increase/(Decrease) in Funds Avail.	(23,187,192)	(131,620,722)	(6,402,823)	(214,807,013)
Beginning Funds Available*	467,636,721	444,449,529	444,449,529	438,046,706
Ending Funds Available	444,449,529	312,828,807	438,046,706	223,239,693

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available. The individual amounts by category may be presented differently on this schedule than the Harbor Department's budget, but they do match in total.



Fund Summaries

DEBT SERVICE FUND GROUPS

Debt Service Fund Group
Successor Agency – Debt Service Fund Group



Debt Service Fund Group Summary

Purpose:

The Debt Service Fund Group is used to account for the payment of principal, interest and fiscal agent fees for non-Redevelopment governmental debt.

Assumptions for Major Resources:

Resources accumulated for this purpose in the General Fund Group, Special Revenue Fund Groups and Capital Projects Fund Group are transferred to the Debt Service Fund Group to pay debt service.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	-	-	-	-
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	587,782	400,000	620,728	400,000
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	20,124,134	6,500,861	6,173,950	6,500,861
Other Financing Sources	-	-	-	-
Release of Reservations	-	8,079,371	8,079,371	1,258,835
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	20,711,915	14,980,231	14,874,048	8,159,695
Uses:				
Expenditures:				
Salaries, Wages and Benefits	-	-	-	-
Materials, Supplies and Services	-	-	-	-
Interfund Support	395,645	-	(395,645)	-
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	10,969,843	8,159,695	6,796,290	8,159,695
Operating Transfers	-	-	8,473,402	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	17,407,931	6,820,536	-	-
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	28,773,418	14,980,231	14,874,048	8,159,695
Net Increase/(Decrease) in Funds Avail.	(8,061,503)	-	-	-
Beginning Funds Available*	8,061,503	-	-	-
Ending Funds Available	-	-	-	-

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

Successor Agency – Debt Service Fund Group Summary

Purpose:

The Successor Agency Debt Service Fund Group is used to account for the payment of principal, interest and fiscal agent fees for Redevelopment governmental debt.

Assumptions for Major Resources:

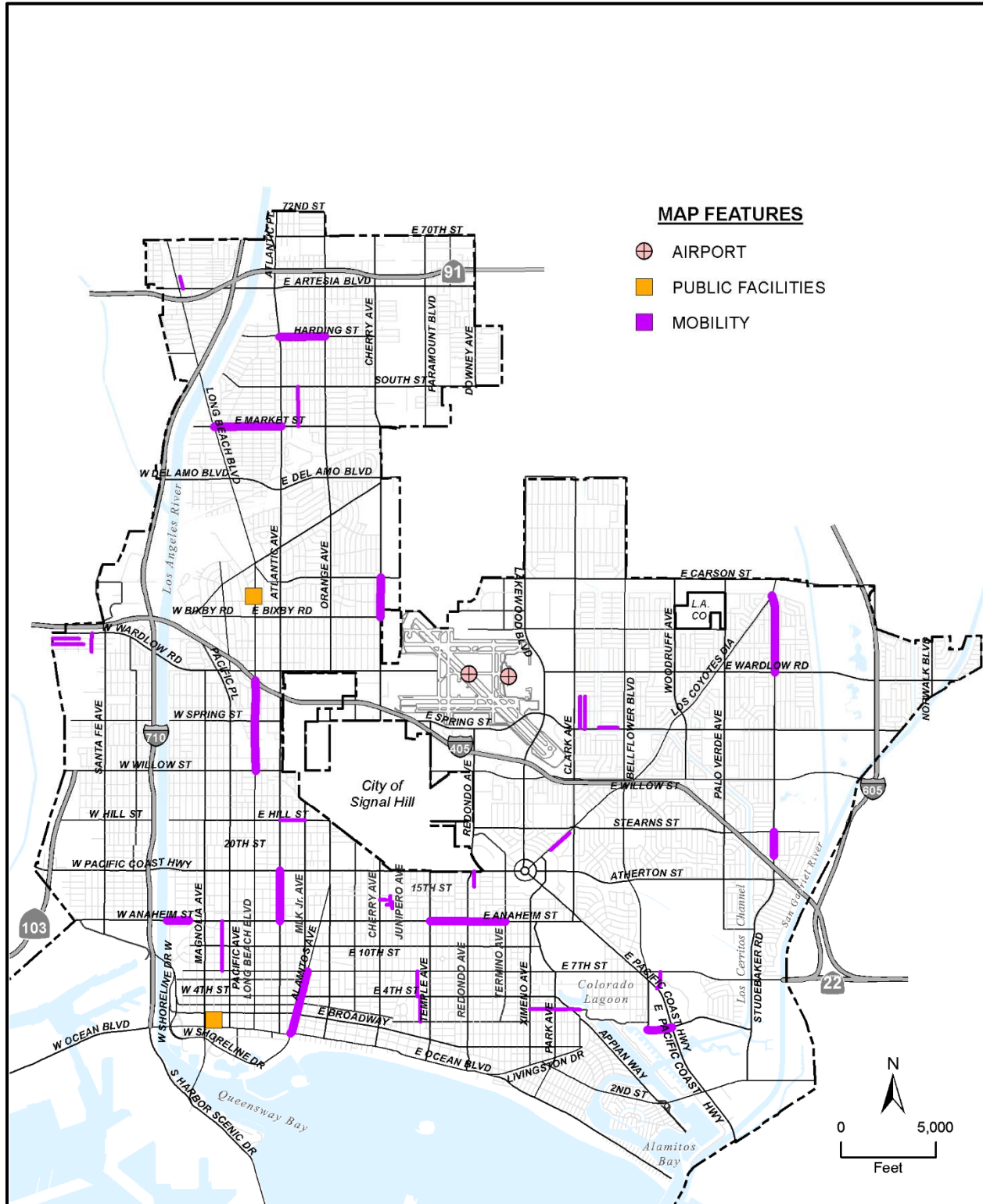
Resources for this purpose in the Successor Agency Operations Fund Group are transferred to the Successor Agency Debt Service Fund Group to pay debt service.

	Actual FY 19	Adopted FY 20	Estimated FY 20	Adopted FY 21
Resources:				
Revenues:				
Property Taxes	26,031,140	30,162,041	30,392,358	30,162,041
Sales and Use Taxes	-	-	-	-
Other Taxes	-	-	-	-
Utility Users Tax	-	-	-	-
Franchise Fees	-	-	-	-
Licenses, Permits and Fees	-	-	-	-
Fines and Forfeitures	-	-	-	-
Use of Money & Property	1,127,611	-	751,976	-
Revenue from Other Agencies	-	-	-	-
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Intrafund Services	-	-	-	-
Intrafund Transfers	-	-	-	-
Interfund Services	-	-	-	-
Interfund Transfers	5,445	-	18,396	-
Other Financing Sources	-	-	-	-
Release of Reservations	-	-	-	-
Carryover Revenue Budget	-	-	-	-
Total Resources/Sources	27,164,195	30,162,041	31,162,730	30,162,041
Uses:				
Expenditures:				
Salaries, Wages and Benefits	-	-	-	-
Materials, Supplies and Services	-	-	6,148	-
Interfund Support	-	-	-	-
Intrafund Support	-	-	-	-
Capital Purchases	-	-	-	-
Insurance Premiums and Losses	-	-	-	-
Other Non-Operational Expenditures	26,502,526	26,369,058	26,536,418	26,369,058
Operating Transfers	-	-	-	-
Intrafund Transfers Out	-	-	-	-
Purchase of Gas & Water	-	-	-	-
Depreciation and Non Cash Expenditures	-	-	-	-
Addition to Reservations	17,436,728	3,792,983	4,620,164	3,792,983
Carryover Expenditure Appropriation	-	-	-	-
Total Expenditures/Uses	43,939,254	30,162,041	31,162,730	30,162,041
Net Increase/(Decrease) in Funds Avail.	(16,775,058)	-	-	-
Beginning Funds Available*	16,775,058	-	-	-
Ending Funds Available	-	-	-	-

*Note: Due to improvements in the method used to calculate Budgetary Funds Available, the FY 19 Beginning Funds Available listed above may not match the amount cited in the FY 20 Adopted Budget Book. The City is still going through a stabilization period with a new financial system and future reports may have adjustments to the budgetary funds available.

FY 21 Capital Improvement Program (CIP)

Capital Program Overview



FY 21 Capital Improvement Program (CIP)

BACKGROUND

Though our community and organization are challenged by the impacts of COVID-19, the City's work to plan for the future and maintain public infrastructure continues. The Capital Improvement Program (CIP) continues to provide a comprehensive program to the City Council and the residents of Long Beach to plan, design, construct, maintain, and repair City facilities and infrastructure over the next fiscal year. The size, age and diverse infrastructure of the City requires significant consideration to determine the best investments to make now, to realize the most cost-effective returns in the future. The CIP also serves as a financial tool, which identifies funds for the wide variety of mid and longer-term capital projects, as well as a planning tool to ensure capital projects are consistent with the City's General plan.

BUDGET PROCESS

Public Works serves as the lead Department for developing the Adopted Fiscal Year 2021 (FY 21) CIP Budget. During this challenging time, Public Works, in conjunction with other Departments, reviewed the City's capital needs and prioritized project submittals based on established criteria:

- The ability of the project to meet health, safety and legal concerns and mandates;
- The value of the project to prolong the life of City assets or avoid/minimize future repair costs;
- The benefit the project will provide the community in support of the goals articulated in the Strategic Plan;
- The potential for the project to generate savings or increase productivity; and
- The extent to which the project will secure future funds through program planning or grant eligibility.

The CIP identifies current expenditures along with providing and outline of the adopted funding. The strategic capital investment in the City's infrastructure includes major enhancements and repairs to critical public assets, ranging from the infrastructure that is integrated into daily life such as parks, marinas and beaches, buildings, streets, traffic signals, storm drains, sidewalks, bus stops, bridges, water and sewer facilities, the Harbor, upgrades to meet the Americans with Disabilities Act (ADA) regulations, and improvements to airport facilities to meet the long-term travel needs of our residents and businesses.

BUDGET HIGHLIGHTS

In response to the current economic situation the City is facing due to the pandemic, the Adopted FY 21 CIP budget focuses on continuing to provide investments into the community to improve the economic vitality and quality of life in the throughout the City. Capital improvements require a major initial investment, a significant and continuing financial commitment for maintenance and, eventually, replacement. The following pages provide a summary of each section with a dollar amount that represents adopted funding for FY 21:

- Airport
- Mobility
- Public Facilities
- Utilities
- Harbor

FY 21 Capital Improvement Program (CIP)

ALLOCATION PLAN

	FY 21 Adopted
Sources¹:	
Airport Fund	\$1,000,000
Civic Center Fund	\$100,000
Gas Fund	\$11,050,000
Gasoline Tax Street Improvement Fund	\$11,000,000
General Capital Projects Fund	\$15,768,605
Measure A	\$18,514,645
Transportation Fund	\$23,400,000
Water Utility	\$24,815,834
Sewer	<u>\$6,287,094</u>
Subtotal	\$111,936,178
 Harbor	 \$382,008,000
 Grand Total	 \$493,944,178
 Uses:	
Airport	\$1,000,000
Mobility	\$60,327,640
Public Facilities	\$5,455,610
Utilities	<u>\$45,152,928</u>
Subtotal	\$111,936,178
 Harbor	 \$382,008,000
 Grand Total	 \$493,944,178

¹ Each fund receives revenue from various sources such as bonds, fees and grants. Funding sources for the Capital Projects Fund may include, but are not limited to: County Park Bonds, County Grants, Developer Fees, Federal Grants, General Fund, Lease Revenue Bonds, Park Impact Fees, State Grants, Traffic Impact Fees and Uplands Oil Capital Fund.

FY 21 Capital Improvement Program (CIP)

Airport

Long Beach Airport (LGB) offers a variety of services to air carriers, commercial and general aviation users, as well as the traveling public. Funding for Airport Capital Improvement Projects is derived from several sources including: Federal Aviation Administration (FAA), Airport Improvement Program grants (AIP), Transportation Security Administration (TSA) grants, Passenger Facility Charges (PFC), Customer Facility Charges (CFC), Airport fees, and operating revenues. The focus of the Airport Capital Improvement Program is to continue improving the safety, security, and operations of the Airport to meet the mandates of the FAA and TSA.

In FY 20, the Airport completed, four months ahead of schedule, the \$23 million construction of Taxiway C, consistent with the Airfield Geometry Study recommendations to increase safety and efficiency of the airfield operations. Also completed in FY 20 was the installation of 15 new electric Ground Service Equipment (GSE) chargers. The new GSE chargers will aide in the effort to lower pollutant emissions through conversion to electric ground support equipment. In addition to being faster and more efficient than previous chargers, they recognize each specific battery type and charge accordingly to prolong the life of individual batteries.

The Terminal Area Improvements Program Phase II continues in FY 20, with the first two facilities (Checked Baggage Inspection System (CBIS) and new Ticketing Building) being prioritized. Foundation work for the CBIS building is now complete, with steel erection and roofing underway. The Ticketing Building's electrical infrastructure is anticipated to be completed soon which will allow the Airport complete site demolition and prepare for foundation construction.

Other projects on the airfield include the \$6 million rehabilitation of Taxiway D that is currently underway and will be completed before the end of 2021, at which time the Airport anticipates beginning the \$7 million construction of Taxiway B.

Project Title	FY 21 Adopted
Airport Terminal Area Improvements	\$500,000
Airport Pavement Rehabilitation	<u>\$500,000</u>
Total Airport Projects	\$1,000,000

Mobility

The Mobility section consists of programs designed to maintain and improve the City's transportation network, and to meet the increased needs for mobility resulting from economic growth, utilizing a combination of different funding sources. These funds include City of Long Beach Measure A, Proposition A and C, Gas Tax Street Improvement Capital, Transportation Improvement Fees, Los Angeles County Measure M and R, State Road Maintenance and Rehabilitation Act, along with, Federal, State, and County grants.

Mobility improvements include street repair, street and intersection improvements, traffic signal system expansion and upgrades, transit improvements, replacement parking and traffic lane

FY 21 Capital Improvement Program (CIP)

striping, neighborhood traffic management and mobility enhancements in the right-of-way. This section also includes programs that evaluate traffic congestion throughout the City and respond with projects to relieve congestion or enhance traffic safety. When designing arterial and local streets, each location is addressed using the complete streets design framework. This means that conditions for people who walk, bicycle and take transit are considered when designing a roadway.

The program delivers improvements including reconstructing and resurfacing of arterial and residential streets; upgrading accessibility of curb ramps to comply with current American Disabilities Act (ADA) regulations; installing bicycle facilities; replacement of street signs; repairing neighborhood sidewalks, curbs, and gutters; and rehabilitating bridges to repair deficiencies identified by the bridge inspection reports.

The paving program is guided by the City's Infrastructure Investment Plan (IIP) and Pavement Management Program (PMP), which is typically updated biannually. The Public Works team plans projects in coordination with Development projects along with projects from other departments and agencies. The program is developed to make best use of the City's limited funds. This means it is not a "worst first" methodology. It is a balance between maintaining our "good" streets in good condition, while also spending funding to eliminate backlog of streets in "poor" condition. There are several factors that are taken into consideration when the City evaluates the selection of streets, such as surface conditions, utility work (pipeline construction), cost effectiveness, future developments in the area, and potential conflicts with other projects. The goal is to rehabilitate a roadway when it is in "good" condition versus delaying repairs to a state in which the street degrades down to a "poor" condition, which significantly increases the costs of repairs.

The adopted Mobility budget includes \$60.3 million of new funding in FY 21, of which \$41.4 million has been budgeted for street rehabilitation and arterial corridor enhancements throughout the City. Measure A funds totaling \$15.2 million, of which \$7.5 million is for Arterial Street Improvements, \$6.5 million for ADA Curb Ramp Improvements and \$1.2 million for Citywide Alley Improvements.

In addition to Measure A funding, Mobility also receives local, state and federal funding. This includes improvements to arterial corridors, bikeways, bridges, bus stops, light rail transit, citywide stripping and signage, and traffic signals.

Project Title	FY 21 Adopted
ADA Rapid Response	\$500,000
Alley Improvements	\$2,325,728
Arterial Corridor Enhancements	\$13,303,100
Arterial Street Rehabilitation	\$17,202,912
Bikeway and Pedestrian Improvements	\$2,390,000
Bridge Improvements	\$1,000,000
Bus Stop Improvements	\$210,000
ADA Curb Ramp Improvements	\$9,500,000

FY 21 Capital Improvement Program (CIP)

Light Rail Transit Improvements	\$256,000
Residential Street Improvements	\$10,899,000
Citywide Sinkholes	\$250,000
Citywide Striping & Signage Program	\$250,000
Traffic Signal Improvements	\$550,000
CIP Administration	<u>\$1,690,900</u>
Total Mobility Projects	\$60,327,640

Public Facilities

The City of Long Beach owns over 350 facilities throughout the City that continue to provide residents with public services, recreational opportunities, places to learn, and public safety. These facilities include but are not limited to the following: Libraries, Health Facilities, Fire Stations, and Police Stations.

In FY 20, construction for Civic Center phase II work continues which includes access to Lincoln Garage and demolition of the old Main Library Branch. This fiscal year the Project Management Bureau completed three Library Branch circulation desks, numerous roof repairs, and the Police Department (PD) West Station roof restoration and HVAC upgrade projects. This year, the Public Safety Garage project construction was started and is on scheduled to be completed in FY 21.

The Department of Public Works is in its final stages of the Citywide Facility Condition Assessment (FCA). All city-owned buildings have been assessed and final FCA reports will be completed by Summer 2021. Once complete, the assessments form the basis of capital improvement programming and identify early action items for facility maintenance. The FCA will allow staff to identify and prioritize items in need of repair based on resources available at the time.

The FY 21 budget for Public Facilities includes \$5.4 million of which \$3.3 million is from Measure A, \$2 million from AB-32 funds, and \$100,000 of Civic Center funds. In total, \$5.4 million has been budgeted for facility improvements, energy efficiency and solar projects, improvements to the new Fire Station 9, and \$100,000 for improvements to the Civic Center.

Project Title	FY 21 Adopted
Facility Improvements	<u>\$5,455,610</u>
Total Public Facilities	\$5,455,610

Utilities

The Utilities section is comprised of three different services provided to Long Beach residents. These services are provided by the Long Beach Energy Resources Department, Long Beach Water Department and the Public Works Department Stormwater/Environmental Compliance Division. In addition, these Departments work closely to coordinate water, gas, and street improvement projects in the right-of-way, adhering to the City's "Dig Once" policy preventing any newly paved or slurried street from being torn up.

FY 21 Capital Improvement Program (CIP)

Long Beach Energy Resources Department

Long Beach Energy Resources (LBER) Department oversees approximately 1,900 miles of natural gas pipelines. The Department's objective is to safely deliver natural gas to over 150,000 businesses and households in the most cost-efficient manner. All operations are conducted in strict compliance with U.S. Department of Transportation's (DOT) pipeline safety regulations, CFR 49 part 190-199. LBER is engaged in a long-term pipeline infrastructure replacement program focusing on pipelines identified in its Distribution Integrity Management Plan (DIMP). In the past five years, over 50 miles of distribution main and service pipelines have been installed or replaced, improving system integrity.

The CIP takes a system-wide approach and replaces pipelines targeting the worst risk pipes within the system. There are numerous factors that affect which pipes are selected for replacement including age, material type, leakage history, etc. In addition to pipeline replacement, the CIP addresses capital needs to regulator stations, valves, and other gas facilities, and funds critically mandated programs such as cross bore inspections, meter replacement, gas facility surveys, etc. LBER will continue to work closely with the Public Works Department to coordinate gas projects with street improvement projects.

In FY 21, a total of \$11.05 million is adopted for LBER projects including main and service pipeline replacement, gas meter replacement, facility work, gas control, and cathodic protection.

Project Title	FY 21 Adopted
Facility Work	\$500,000
Gas Control/Cathodic Protection	\$250,000
Gas Meters Replacement	\$25,000
Main Pipeline Replacement	\$8,500,000
Service Pipeline Replacement	<u>\$1,775,000</u>
Total LBER	\$11,050,000

Stormwater/Environmental Compliance

The Stormwater/Environmental Compliance Division is responsible for maintaining the City's 300 miles of storm drain pipeline, pump stations and monitoring stormwater quality within Long Beach. Water quality compliance is handled through the City's National Pollutant Discharge Elimination System (NPDES) permit. In 2016, an assessment of the City's 23 pump stations was completed and identified over \$35 million in necessary repairs and upgrades.

In FY 21, \$3 million of Measure W funding was adopted for the implementation of the Watershed Management Program, the LBMUST stormwater treatment facility, low flow devices, trash capture devices, and other projects to keep Long Beach in compliance with its' NPDES permit.

FY 21 Capital Improvement Program (CIP)

Project Title	FY 21 Adopted
Storm Drain System & Water Quality Improvements	<u>\$3,000,000</u>
Total Stormwater	\$3,000,000

Long Beach Water Department

Planned capital improvements to the City's water and sewer system encompass a wide range of projects. The Water Department will continue replacing aging infrastructure that is approaching the end of its useful life, including, but not limited to, water pipelines, valves and meters. The Department coordinates pipeline projects with the Measure A Street Rehabilitation projects. In addition, the Department is continuing with its well and water tank rehabilitation projects.

The Sewer CIP budget reflects a sustained level of investment in infrastructure, as the Department follows a programmatic CIP based on an updated Sewer Master Plan. In FY 21, the Water Department is proposing \$31.1 million in Capital Projects. Of this amount, \$24.8 million is in the Water Fund and \$6.3 million is in the Sewer Fund.

Project Title	FY 21 Adopted
Potable Water	
In-House Water Main Replacement	\$2,500,000
Meter Replacement Program	\$50,000
Water Pipeline Improvement	\$2,520,000
Water Pipeline Replace/Install	\$4,680,973
Alamitos Reservoir Improvements	\$2,116,880
Water SCADA Improvements	\$295,351
Treatment Plant Improvements	\$819,682
New Well Development/Equipment	\$6,931,833
Water Supply Improvements	\$650,900
Well Rehabilitation	\$1,280,000
Recycled Water Improvements	\$207,400
Water Facility Improvements	\$1,962,815
Water Miscellaneous	<u>\$800,000</u>
Total Water Fund	\$24,815,834

Sewer

Sewer Pipeline Rehab	\$2,150,000
Sewer Operations	\$1,050,000
Sewer Pipeline Replacement/Install	\$300,000
Sewer Lift Stations	\$2,637,094

FY 21 Capital Improvement Program (CIP)

Sewer Miscellaneous	<u>\$150,000</u>
Total Sewer Fund	\$6,287,094

Harbor Department

The Harbor Department (Port), with its deep-water channels, rail access, and ongoing investment in state-of-the-art facilities, continues to be the preferred gateway for Asia-Pacific trade and operational model for its environmental innovations and initiatives. The Port continues to implement a long-term capital improvement program designed to provide Port tenants with secure, state-of-the-art facilities capable of accommodating international trade and safeguarding regional economic benefits in a sustainable manner while ensuring economic vitality, ecological health, and community integrity.

The Port forecasts investing \$1.7 billion in capital projects over the next decade to increase cargo-handling efficiency and enhance competitiveness. This investment will also stimulate the economy by creating thousands of direct construction jobs along with indirect service and commercial opportunities.

In FY 21, the Port is forecasting to spend \$382 million on capital projects, with \$84.5 million for the continued construction of the Gerald Desmond Bridge Replacement, and \$85.5 for the Middle Harbor Redevelopment Project. Port Security continues to be a high priority, with the Department investing nearly \$29.6 million in capital projects.

Project Title	FY 21 Adopted
Major Projects	
Terminal Development	
Pier D/E/F (Middle Harbor)	<u>\$85,519,000</u>
Total Terminals Expansion and Development	\$85,519,000
 Port-Wide Security & Safety	
New Fire Station / Fire Boats / Security	<u>\$29,597,000</u>
Total Port-Wide Security & Safety Projects	\$29,597,000
 Streets, Bridges, and Railways	
Gerald Desmond Bridge Replacement	\$84,538,000
Rail Projects	<u>\$79,583,000</u>
Total Streets, Bridges, and Railways	\$164,121,000
 Miscellaneous Projects	
Port Headquarters / Civic Center	\$1,293,000
Environmental Projects	\$32,647,000

FY 21 Capital Improvement Program (CIP)

Eng. Misc. Projects / Port Infrastructure	\$21,435,000
Port Infrastructure (Streets, Water, Storm Water, Sewer)	\$33,076,000
Information Technology Projects	\$12,035,000
Furniture, Fixtures, and Equipment	<u>\$2,285,000</u>
Total Miscellaneous Project	\$102,771,000
Total Harbor Department	\$382,008,000

ORDINANCE NO. ORD-20-0037

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LONG BEACH APPROVING AND ADOPTING THE OFFICIAL BUDGET OF THE CITY OF LONG BEACH FOR THE FISCAL YEAR 2020-2021, CREATING AND ESTABLISHING THE FUNDS OF THE MUNICIPAL GOVERNMENT OF THE CITY OF LONG BEACH AND APPROPRIATING MONEY TO AND AUTHORIZING EXPENDITURES FROM SAID FUNDS FOR SAID FISCAL YEAR; DECLARING THE URGENCY THEREOF, AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AT 12:01 A.M. ON OCTOBER 1, 2020

The City Council of the City of Long Beach ordains as follows:

Section 1. The City Manager's Recommended Budget which was submitted to the City Council on August 2, 2020, by the Mayor, and which constitutes the preliminary budget for the fiscal year beginning October 1, 2020, is hereby adopted as the Official Budget of the City of Long Beach for fiscal year 2020-2021.

Section 2. The amounts appropriated in Sections 3 and 4 shall govern and control the expenditures for fiscal year 2020-2021 of the several fund types, funds, departments, offices and agencies stated therein. Said amounts conform to the adopted budget of the City of Long Beach as set forth in Section 1. All detailed schedules and other data set forth in the City Manager's Recommended Budget other than those mentioned in this ordinance are provided for information purposes only and are not intended to limit expenditures.

Section 3. The Funds specified in Exhibit "A" are hereby established, those of such funds not otherwise created are hereby created, and the specified sums of

1 money set forth opposite the names of said funds are hereby appropriated and
2 authorized to be spent in 2020-2021, all of which sums are based on the approved and
3 adopted budget.

4 Section 4. The specified sums of money set forth opposite the names of
5 the following departments, offices and agencies in Exhibit "B" are hereby appropriated
6 and authorized to be spent in fiscal year 2020-2021, all of which sums are based upon
7 the approved and adopted budget.

8 Section 5. This is an emergency measure and is urgently required for the
9 reason that in order to carry on the affairs, functions and business of the City of Long
10 Beach during the fiscal year which begins on October 1, 2020, it is necessary to
11 authorize the expenditure of monies required for such purposes. Currently, no authority
12 exists to pay the salaries and wages of the officers and employees of said City or to
13 make the necessary purchases of supplies, equipment and services to carry on the
14 affairs, functions and business of said City in the forthcoming fiscal year. Commencing
15 on October 1, 2020, it will be necessary for the City of Long Beach to make certain
16 payments on the principal and interest of the bonded indebtedness of said City and to
17 meet the payrolls of the various departments of said City, including the Police, Fire and
18 Health Departments.

19 In order that said obligations may be met when due and payable and said
20 expenditures may be made, it is necessary that this ordinance be passed as an
21 emergency measure, to take effect at 12:01 a.m. on October 1, 2020.

22 Section 6. If any section, subsection, subdivision, sentence, sum,
23 percentage, clause or phrase of this ordinance is for any reason held to be
24 unconstitutional, invalid or void, such decision shall not affect the validity of the remaining
25 portions of this ordinance. The City Council hereby declares that it would have passed
26 this ordinance, and every section, subsection, subdivision, sentence, sum, percentage,
27 clause and phrase thereof, irrespective of the fact that any one or more sections,
28 subsections, subdivisions, sentences, sums, percentages, clauses or phrases thereof is

2 Section 7. This ordinance is an emergency ordinance duly adopted by
3 the City Council by a vote of five (5) of its members and shall take effect immediately.
4 The City Clerk shall certify to a separate roll call and vote on the question of the
5 emergency of this ordinance and to its passage by the vote of five (5) members of the
6 City Council of the City of Long Beach, and cause the same to be posted in three (3)
7 conspicuous places in the City of Long Beach, and it shall thereupon take effect and shall
8 be operative on and after 12:01 a.m. on October 1, 2020.

9 I hereby certify that on a separate roll call and vote which was taken by the
10 City Council of the City of Long Beach upon the questions of the emergency of this
11 ordinance at its meeting of September 8, 2020, the ordinance was
12 declared to be an emergency by the following vote:

22 Recusal(s): Councilmembers: None.

27 |||

I further certify that thereafter, at the same meeting, upon a roll call and vote on adoption of the ordinance, it was adopted by the City Council of the City of Long Beach by the following vote:

Ayes:	Councilmembers:	<u>Zendejas, Pearce, Price, Supernaw,</u>
		<u>Mungo, Andrews, Uranga, Austin,</u>
		<u>Richardson.</u>
Noes:	Councilmembers:	<u>None.</u>
Absent:	Councilmembers:	<u>None.</u>
Recusal(s):	Councilmembers:	<u>None.</u>

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2 I further certify that the foregoing ordinance was thereafter adopted on final
3 reading of the City Council of the City of Long Beach at its meeting of

4 September 15, 2020, by the following vote:



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6 Ayes: Councilmembers: Zendejas, Pearce, Price,
7 Supernaw, Mungo, Andrews,
8 Uranga, Austin, Richardson.

9
10 Noes: Councilmembers: None.

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12 Absent: Councilmembers: None.

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14 Recusal(s): Councilmembers: None.

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19 Approved: 9/14/20
20 (Date)

17 
City Clerk
18
19 
Mayor

FISCAL YEAR 2021 APPROPRIATIONS ORDINANCE BY FUND GROUP

FUND GROUP	FY 21 NEW	FY 20 ESTIMATED	FY 21
	ALLOCATION	CARRYOVER ¹	APPROPRIATION
GENERAL FUND	559,285,185	-	559,285,185
UPLAND OIL FUND	8,029,761	-	8,029,761
GENERAL GRANTS FUND	8,068,290	4,385,445	12,453,735
POLICE & FIRE PUBLIC SAFETY OIL PROD ACT FUND	3,318,387	-	3,318,387
HEALTH FUND	58,700,024	52,180,280	110,880,305
CUPA FUND	2,410,787	-	2,410,787
SPECIAL ADVERTISING & PROMOTION FUND	10,991,372	-	10,991,372
HOUSING DEVELOPMENT FUND	3,727,605	8,636,610	12,364,215
BELMONT SHORE PARKING METER FUND	787,500	-	787,500
BUSINESS ASSISTANCE FUND	731,848	-	731,848
COMMUNITY DEVELOPMENT GRANTS FUND	19,262,313	35,492,350	54,754,662
HOUSING AUTHORITY FUND	93,904,996	11,203,872	105,108,868
GASOLINE TAX STREET IMPROVEMENT FUND	9,639,365	12,271,223	21,910,588
CAPITAL PROJECTS FUND	113,906,082	153,735,063	267,641,145
SUCCESSOR AGENCY OPERATIONS	4,222,220	7,001,615	11,223,835
CIVIC CENTER FUND	22,722,099	9,122,695	31,844,794
GENERAL SERVICES FUND	62,595,146	19,030,102	81,625,248
FLEET SERVICES FUND	44,860,488	1,949,278	46,809,766
INSURANCE FUND	57,461,744	(217,655)	57,244,089
EMPLOYEE BENEFITS FUND	338,440,755	-	338,440,755
TIDELANDS OPERATIONS FUND	89,619,628	126,605,621	216,225,249
TIDELANDS AREA FUNDS	26,777,150	50,035,831	76,812,982
TIDELANDS OIL REVENUE FUND	86,180,079	-	86,180,079
RESERVE FOR SUBSIDENCE	-	-	-
DEVELOPMENT SERVICES FUND	27,586,744	1,402,130	28,988,873
GAS FUND	142,304,091	9,577,420	151,881,511
AIRPORT FUND	45,601,812	37,657,143	83,258,955
REFUSE/RECYCLING FUND	54,284,256	32,265	54,316,521
SERRF FUND	42,176,170	-	42,176,170
SERRF JPA FUND	-	-	-
TOWING FUND	6,806,146	-	6,806,146
DEBT SERVICE FUND	8,159,695	-	8,159,695
SUCCESSOR AGENCY - DEBT SERVICE	26,369,058	-	26,369,058
TOTAL	1,978,930,796	540,101,286	2,519,032,082

¹ Reflects estimated carryover for accounts with projects and grants as of 7/31/20.

FISCAL YEAR 2021 APPROPRIATIONS ORDINANCE BY DEPARTMENT

DEPARTMENT	FY 21 NEW ALLOCATION	FY 20 ESTIMATED CARRYOVER ¹	FY 21 APPROPRIATION
MAYOR AND COUNCIL	5,645,680	-	5,645,680
CITY ATTORNEY	11,589,297	(6,423)	11,582,874
CITY AUDITOR	3,186,375	(39,365)	3,147,010
CITY CLERK	5,114,794	-	5,114,794
CITY MANAGER	16,548,119	7,825,233	24,373,352
CITY PROSECUTOR	5,998,194	762,711	6,760,905
CIVIL SERVICE	2,996,300	-	2,996,300
AIRPORT	44,942,444	37,206,951	82,149,395
DISASTER PREPAREDNESS & EMERGENCY COMMUNICATIONS	12,596,230	1,280,589	13,876,818
DEVELOPMENT SERVICES	74,924,907	37,912,460	112,837,367
ECONOMIC DEVELOPMENT	20,477,968	14,296,259	34,774,228
FINANCIAL MANAGEMENT ²	608,471,934	4,428,345	612,900,279
FIRE	140,764,690	(156,889)	140,607,801
HEALTH AND HUMAN SERVICES	157,394,878	63,346,631	220,741,508
HUMAN RESOURCES	15,226,201	(207,528)	15,018,673
LIBRARY SERVICES	15,467,219	(3,740)	15,463,479
ENERGY RESOURCES	233,769,928	9,577,420	243,347,348
PARKS, RECREATION AND MARINE	61,396,001	56,986,630	118,382,631
POLICE	269,204,686	(5,311,396)	263,893,291
PUBLIC WORKS	216,696,378	292,513,370	509,209,748
TECHNOLOGY & INNOVATION	60,094,185	19,690,029	79,784,213
TOTAL	1,982,506,408	540,101,286	2,522,607,694

¹Reflects estimated carryover for accounts with projects and grants as of 7/31/20.

²The Financial Management Department includes internal service charges that are contained in the resolutions of the Water, Sewer and Harbor fund groups for accounting, budgeting and treasury functions, and other citywide activities such as debt service.

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA) ss
COUNTY OF LOS ANGELES)
CITY OF LONG BEACH)

Tamela Austin being duly sworn says: That I am employed in the Office of the City Clerk of the City of Long Beach; that on the 11th day of September, 2020, I posted three true and correct copies of Emergency Ordinance No. ORD-20-0037 in three conspicuous places in the City of Long Beach, to wit: One of said copies in the lobby of Civic Chambers; one of said copies in the Main Library; and one of said copies on the front counter of the Office of the City Clerk.

Tamela Austin

Subscribed and sworn to before me
This 11th day of September 2020.

Mr. De La Hoya
CITY CLERK

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA) ss
COUNTY OF LOS ANGELES)
CITY OF LONG BEACH)

Tamela Austin being duly sworn says: That I am employed in the Office of the City Clerk of the City of Long Beach; that on the 17th day of September, 2020, I posted three true and correct copies of Final Ordinance No. ORD-20-0037 in three conspicuous places in the City of Long Beach, to wit: One of said copies in the lobby of Civic Chambers; one of said copies in the Main Library; and one of said copies on the front counter of the Office of the City Clerk.

Tamela Austin

Subscribed and sworn to before me
This 17th day of September 2020.

[Signature]
CITY CLERK

RESOLUTION NO. RES-20-0109

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LONG BEACH APPROVING THE 2020-2021
BUDGET OF THE LONG BEACH HARBOR DEPARTMENT

WHEREAS, Ordinance No. C-7300 of the City Council establishes the fiscal year of the City as beginning on October 1 and ending on September 30 of the following year; and

WHEREAS, the annual budget of the Long Beach Harbor Department for the 2021 fiscal year was adopted by the Board of Harbor Commissioners in its meeting of May 27, 2020 by Resolution No. HD-2993; and

WHEREAS, said annual budget has been filed with the City Clerk for presentation to the City Council and with the City Auditor pursuant to the provisions of Section 1210 of the Charter of the City of Long Beach.

NOW, THEREFORE, the City Council of the City of Long Beach resolves as follows:

Section 1. The annual budget of the Long Beach Harbor Department for the 2021 fiscal year adopted by the Board of Harbor Commissioners by Resolution No. HD-2993, a copy of which is attached hereto and made a part hereof by reference, is hereby approved pursuant to the provisions of Section 1210 of the Charter of the City of Long Beach.

Section 2. The City Clerk shall file a certified copy of said budget, as approved, with the Board of Harbor Commissioners and the City Auditor.

Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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I hereby certify that the foregoing resolution was adopted by the City
Council of the City of Long Beach at its meeting of September 8, 2020
by the following vote:

Ayes: Councilmembers: Zendejas, Pearce, Price, Supernaw,
Mungo, Andrews, Uranga, Austin,
Richardson.

Noes: Councilmembers: None.

Absent: Councilmembers: None.

Recusal(s): Councilmembers: None.



City Clerk

RESOLUTION NO. HD- 2993

A RESOLUTION OF THE BOARD OF HARBOR
COMMISSIONERS ADOPTING THE ANNUAL BUDGET
FOR THE LONG BEACH HARBOR DEPARTMENT FOR
THE FISCAL YEAR 2020-2021

The Board of Harbor Commissioners of the City of Long Beach resolves as
follows:

Section 1. That the annual department budget of the Long Beach Harbor
Department for the fiscal year 2020-2021 is hereby adopted as follows:

Harbor Revenue Fund (in thousands of dollars)

Estimated Funds Available* 10/1/2020	\$613,273
Estimated Revenues	<u>\$434,522</u>
Total Estimated Resources	\$1,047,795
Estimated Expenditures	<u>\$649,752</u>
Estimated Funds Available 9/30/2021	\$398,043

*unrestricted cash and cash equivalents

Section 2. The City's Fiscal Year 2020-2021 budget development calendar
requires submission of proposed budgets to the Mayor by July 2, 2020. To accommodate
the City's schedule, the Harbor Department must accelerate the adoption of its Fiscal Year
2020-2021 budget. This requires the Harbor Department to estimate certain City budget
components including ongoing labor negotiations, employee fringe benefits, and City
support charges. These charges are included in the above budget numbers as estimated
amounts.

After the Harbor Department receives the actual amounts, the Budget of the

1 Long Beach Harbor Department will need to be revised to reflect these actual amounts.
2 Therefore, the Board of Harbor Commissioners authorizes the Executive Director of the
3 Long Beach Harbor Department to adjust the adopted budgeted expenditures for employee
4 salaries, skill pays, fringe benefits and City support charges by an amount not to exceed
5 five percent (5.0%) of the total of such charges included in the adopted budgets to reflect
6 any increases in City charges above the estimated amounts budgeted for fiscal year
7 2020-2021. The Executive Director shall make the necessary adjustments prior to
8 submittal of the Long Beach Harbor Department budget to the City.

9 Section 3. This resolution shall take effect immediately upon its adoption by
10 the Board of Harbor Commissioners, and the Secretary of the Board shall certify to the vote
11 adopting this resolution and shall cause a certified copy of this resolution to be filed
12 forthwith with the City Clerk. The City Clerk shall post the resolution in three conspicuous
13 places in the City of Long Beach.

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I hereby certify that the foregoing resolution was adopted by the Board of Harbor Commissioners of the City of Long Beach at its meeting of May 27, 2020 by the following vote:

Ayes: Commissioners: Neal, Egoscue, Colonna, Lowenthal

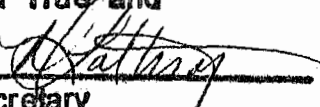
Noes: Commissioners: _____

Absent: Commissioners: _____

Not Voting: Commissioners: _____


Secretary

**Certified as a True and
Correct Copy**


Executive Secretary
Board of Harbor Commissioners
of the City of Long Beach, CA
Dated 6/8/2020

RESOLUTION NO. RES-20-0111

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LONG BEACH ADOPTING AN APPROPRIATIONS
LIMIT FOR THE CITY OF LONG BEACH FOR THE 2020-2021
FISCAL YEAR PURSUANT TO ARTICLE XIII(B) OF THE
CALIFORNIA CONSTITUTION

WHEREAS, Article XIII(B) of the California Constitution provides for an
annual appropriations limit for state and local governments beginning with the 1980-81
fiscal year, based on 1978-79 appropriations, as adjusted for specified annual changes in
population and inflation; and

WHEREAS, Section 7910 of the Government Code also provides that
fifteen (15) days prior to such meeting, documentation used in the determination of the
appropriations limit shall be available to the public; and that each year the City Council
shall, by resolution, establish the appropriations limit for the City of Long Beach for the
following fiscal year; and

WHEREAS, Proposition 111 subsequently amended Article XIII(B) of the
California Constitution to provide for certain revisions in the population and inflation
factors used in the calculation of the appropriations limit and to provide for a recalculation
of the appropriation limit date for the years 1987-88 through 1990-91; and

WHEREAS, Proposition 111 provided that one factor that may be used in
the calculation of the appropriations limit is the increase in local non-residential assessed
value due to new construction; and

WHEREAS, the documentation which is attached hereto and made a part
hereof as Exhibit "A" was used in the determination of the appropriations limit for the
2020-2021 fiscal year, and has been available for public inspection in the office of the
City Clerk since August 17, 2020.

1 NOW, THEREFORE, the City Council of the City of Long Beach resolves as
2 follows:

3 Section 1. The appropriations limit for the City of Long Beach for fiscal
4 year 2020-2021 shall be \$823,502,161.

5 Section 2. This resolution shall take effect immediately upon its adoption
6 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

7 I hereby certify that the foregoing resolution was adopted by the City
8 Council of the City of Long Beach at its meeting of September 8, 2020,
9 by the following vote:

10 Ayes: Councilmembers: Zendejas, Pearce, Price, Supernaw,
11 Mungo, Andrews, Uranga, Austin,
12 Richardson.

13
14 Noes: Councilmembers: None.

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16 Absent: Councilmembers: None.

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18 Recusal(s): Councilmembers: None.

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22 City Clerk
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"EXHIBIT A"

CITY OF LONG BEACH

I. DETERMINATION OF FISCAL YEAR 2020-2021 APPROPRIATIONS LIMIT Based On Budgeted Revenues

2019-2020 Appropriations Limit:	\$794,843,874
Adjustment Factor (See Below):	1.036055
2020-2021 Appropriations Limit:	\$823,502,161

II. DETERMINATION OF APPROPRIATIONS FACTOR

Price Factor:	1.037300
Change in Per Capita Income Department of Finance estimate pursuant to Revenue Tax Code, Sec. 2227 and 2228, California = 3.73% Ratio = $(3.73+100)/100 =$	1.0373
Population Change:	-0.0012
Department of Finance estimate pursuant to Revenue Tax Code, Sec. 2227 and 2228, California = -0.12% Ratio = $(-0.12+100)/100 =$	0.9988
Adjustment Factor:	1.036055
1.0373 x .9988 Factors were converted to ratios per State guidelines.	

III. DETERMINATION OF FISCAL YEAR 2020-2021 CALCULABLE REVENUE PERCENTAGE OF APPROPRIATIONS LIMIT

Appropriated Tax Revenue:	415,324,828
Actual calculable revenue applied towards Appropriations Limit	
Exclusions From Taxable Proceeds	(\$49,511,375)
Revised Appropriated Tax Revenue	365,813,452
2020 - 2021 Appropriations Limit:	\$823,502,161
Variance Between Revenue And Limit	\$457,688,709
2020 - 2021 Percentage of Appropriations Limit:	44.42%

*Prepared July 29,2020
Budget Management Bureau*

ORDINANCE NO. ORD-20-0033

AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF LONG BEACH APPROVING RESOLUTION NO.
WD-1429, A RESOLUTION OF THE CITY OF LONG BEACH
BOARD OF WATER COMMISSIONERS ESTABLISHING
THE RATES AND CHARGES TO BE CHARGED FOR
WATER AND SEWER SERVICE AND DECLARING THE
URGENCY THEREOF, AND PROVIDING THAT THIS
ORDINANCE SHALL TAKE EFFECT AT 12:01 A.M. ON
OCTOBER 1, 2020

The City Council of the City of Long Beach ordains as follows:

Section 1. That Resolution No. WD-1429 of the Board of Water
Commissioners of the City of Long Beach, entitled "A RESOLUTION OF THE CITY OF
LONG BEACH BOARD OF WATER COMMISSIONERS AMENDING RESOLUTION NO.
WD-1413 FIXING RATES AND CHARGES FOR WATER AND SEWER SERVICE TO
ALL CUSTOMERS, SUBJECT TO THE APPROVAL OF THE CITY COUNCIL BY
ORDINANCE," adopted by said Board on June 18, 2020, and the rates fixed in the
Resolution to be charged for water and sewer service are hereby approved.

Section 2. This is an emergency measure and is urgently required for the
reason that in order to carry on the affairs, functions and business of the Long Beach
Water Department during the fiscal year which begins on October 1, 2020, it is necessary
to authorize the rates and charges for water and sewer service and that this ordinance be
passed as an emergency measure, to take effect at 12:01 a.m. on October 1, 2020.

Section 3. If any section, subsection, subdivision, sentence, sum,
percentage, clause or phrase of this ordinance is for any reason held to be

Section 4. This ordinance is an emergency ordinance duly adopted by the City Council by a vote of five of its members and shall take effect immediately. The City Clerk shall certify to a separate roll call and vote on the question of the emergency of this ordinance and to its passage by the vote of five members of the City Council of the City of Long Beach, and cause the same to be posted in three conspicuous places in the City of Long Beach, and it shall thereupon take effect and shall be operative on and after 12:01 a.m. on October 1, 2020.

I hereby certify that on a separate roll call and vote which was taken by the City Council of the City of Long Beach upon the questions of the emergency of this ordinance at its meeting of September 8, 2020, the ordinance was declared to be an emergency by the following vote:

Ayes: Councilmembers: Zendejas, Pearce, Price, Supernaw,
Mungo, Andrews, Uranga, Austin, Pilon
Richardson.

Noes: Councilmembers: None.

Absent: Councilmembers: None.

28 |||

I further certify that thereafter, at the same meeting, upon a roll call and vote on adoption of the ordinance, it was adopted by the City Council of the City of Long Beach by the following vote:

Ayes: Councilmembers: Zendejas, Pearce, Price, Supernaw,
Mungo, Andrews, Uranga, Austin,
Richardson.

Noes: Councilmembers: None.

Absent: Councilmembers: None.

I further certify that the foregoing ordinance was thereafter adopted on final reading of the City Council of the City of Long Beach at its meeting of September 15, 2020, by the following vote:

Ayes: Councilmembers: Zendejas, Pearce, Price, Supernaw,
Andrews, Uranga, Austin, Richardson.

Noes: Councilmembers: None.

Absent: Councilmembers: Mungo.


City Clerk

Approved: 9/14/20
(Date)


Mayor

RESOLUTION NO. WD-1429

A RESOLUTION OF THE CITY OF LONG BEACH
BOARD OF WATER COMMISSIONERS AMENDING
RESOLUTION NO. WD-1413 FIXING RATES AND
CHARGES FOR WATER AND SEWER SERVICE TO ALL
CUSTOMERS, SUBJECT TO THE APPROVAL OF THE
CITY COUNCIL BY ORDINANCE

The Board of Water Commissioners of the City of Long Beach resolves as
follows:

Section 1. That the following rates and charges for potable and reclaimed
water service and for sewer service are hereby established, and the Long Beach Water
Department ("Water Department") of the City of Long Beach ("City") is hereby authorized
and directed to charge and collect the same in accordance with the provisions of this
resolution, subject to a Public Hearing. All of the following rates and charges shall be
effective as of October 1, 2020.

Section 2. For all metered services the charge for potable and reclaimed
water shall consist of both a service charge based on the size of the service and a
quantitative charge for water delivered.

A. The service charge shall be as follows:

1. Single family residential, duplex residential, and multi-
family residential customers of potable water who have been granted an
exemption from the City's Utility Users Tax in accordance with Chapter 3.68
of the Long Beach Municipal Code shall receive a monthly service charge bill
credit of approximately Five Dollars (\$5.00) and the service charge rates shall
be as follows:

///

<u>Size of Service</u>	<u>Daily Service Charge</u>
5/8 or 3/4 inch	\$0.696
1 inch	\$1.032
1-1/2 inch	\$1.873
2 inch	\$2.882
3 inch	\$6.075
4 inch	\$10.272
6 inch	\$22.874
8 inch	\$47.234
10 inch	\$70.755
12 inch	\$89.234
16 inch	\$131.233

2. For commercial, industrial, irrigation, City of Long Beach Department, reclaimed, single family residential, duplex residential, and multi-family residential customers who have not been granted an exemption from the City's Utility Users Tax in accordance with Chapter 3.68 of the Long Beach Municipal Code the service charge rates shall be as follows:

<u>Size of Service</u>	<u>Daily Service Charge</u>
5/8 or 3/4 inch	\$0.696
1 inch	\$1.032
1-1/2 inch	\$1.873
2 inch	\$2.882
3 inch	\$6.075
4 inch	\$10.272
6 inch	\$22.874
8 inch	\$47.234
10 inch	\$70.755

<u>Size of Service</u>	<u>Daily Service Charge</u>
12 inch	\$89.234
16 inch	\$131.233

B. The quantitative charge for all water delivered shall be as follows, based on monthly meter readings:

1. For single family residential, duplex residential, and multi-family residential customers of potable water who have been granted an exemption from the City's Utility Users Tax in accordance with Chapter 3.68 of the Long Beach Municipal Code:

Tier IA	First 6 Billing Units (or fraction thereof)	\$0.000
Tier II	Next 7 Billing Units (or fraction thereof)	\$4.663
Tier III	Over 13 Billing Units (or fraction thereof)	\$6.805

2. For single family residential, duplex residential, and multi-family residential customers of potable water who have not been granted an exemption from the City's Utility Users Tax:

Tier IB	First 6 Billing Units (or fraction thereof)	\$2.436
Tier II	Next 7 Billing Units (or fraction thereof)	\$4.663
Tier III	Over 13 Billing Units (or fraction thereof)	\$6.805

3. For commercial customers of potable water, \$3.623 per billing unit, or fraction thereof.

4. For industrial customers of potable water, \$3.623 per billing unit, or fraction thereof.

1 5. For irrigation customers of potable water, \$3.623 per
2 billing unit, or fraction thereof.

3 6. For City of Long Beach Departments using potable
4 water, \$3.623 per billing unit, or fraction thereof.

5 7. For reclaimed water users whose use is "peaking" as
6 defined herein, \$2.356 per billing unit, or fraction thereof.

7 8. For reclaimed water users whose use is "non-peaking"
8 as defined herein, \$2.000 per billing unit, or fraction thereof.

9 9. For reclaimed water users whose use is "interruptible"
10 as defined herein, \$2.000 per billing unit or fraction thereof.

11 10. These quantitative charges shall be subject to
12 adjustment as provided in Section 4 of this Section.

13 11. There shall be no charge for water used through fire
14 hydrants for extinguishing fires.

15 Section 3.

16 A. Unmetered water service may be rendered to unoccupied or
17 occupied property where it is not practical to meter the water, and the rate for
18 unmetered water service shall be:

<u>Size of Service</u>	<u>Daily Rate</u>
5/8 or 3/4 inch	\$3.025
1 inch	\$5.118
1-1/2 inch	\$12.607
2 inch	\$19.833

24
25 B. The rates for unmetered water service shall begin on the date
26 of use of water by the customer, as determined by the General Manager of
27 the Water Department ("General Manager").

28 Section 4. By Resolution the Board of Water Commissioners has

1 established a Water Conservation and Water Supply Shortage Plan (the Plan). Pursuant
2 to the Plan, the Board may declare that a Stage 1, Stage 2 or Stage 3 Water Supply
3 Shortage exists, in its sole discretion. Upon such declaration, the Board may increase
4 water rates, by an amount necessary, as determined by the Board but not to exceed the
5 following percentages:

6 Stage 1 Water Supply Shortage Rate. Water rates may be increased by an amount
7 not to exceed 10% above the pre-shortage rate.

8 Stage 2 Water Supply Shortage Rate. Water rates may be increased by an amount
9 not to exceed 25% above the pre-shortage rate.

10 Stage 3 Water Supply Shortage Rate. Water rates may be increased by an amount
11 not to exceed 50% above the pre-shortage rate.

12 Section 5. Charges for water service through meters at temporary service
13 connections from fire hydrants or otherwise shall be at the applicable quantitative charge
14 plus the meter rental fee, together with a charge for installing, relocating, and removing the
15 meter and fittings in accordance with the "Rules, Regulations and Charges Governing
16 Potable Water, Reclaimed Water, Sewer Service and the Emergency Water Conservation
17 Plan" of the Water Department.

18 Section 6.

19 A. The service charge for private fire protection service shall be in
20 accordance with the following table:

<u>Size of Service</u>	<u>Daily Rate</u>
22 2 inch	\$0.412
23 3 inch	\$0.829
24 4 inch	\$1.550
25 6 inch	\$4.129
26 8 inch	\$8.580
27 10 inch	\$15.276
28 12 inch	\$24.555

Size of Service

Daily Rate

16 inch

\$52.109

The service charges in this Section shall only include water used for fire extinguishing purposes and a reasonable amount of water used for testing the fire line.

B. Whenever the Water Department finds that water through a private fire protection service is being used for purposes other than fire extinguishing or testing the fire line, the General Manager may make a determination of the quantity of water used, the quantitative charges for that water, and the service charges to be applied. The General Manager's determination shall be final. In addition, if water through a private fire protection service is used for purposes other than fire extinguishing or testing the fire line, the Water Department may discontinue the private fire protection service or may install a domestic or fire flow meter, at either the customer's or its expense as the General Manager may determine, and thereafter the service shall be classified as regular service and billed at the rates applicable thereto.

Section 7. The primary purpose of fire hydrants is extinguishing fires and they shall be opened and used only by the Water Department or the Long Beach Fire Department, or such other persons as may be authorized to do so by the General Manager or the Chief of the Fire Department. Where fire hydrants are installed and maintained by the Water Department, there shall be no standby charge made to the Fire Department.

Section 8.

A. For all sewer service where the sewer lateral connects to a main line maintained by the Water Department, or the sewer lateral is located in the public right-of-way, the charge for sewer service shall consist of both a daily sewer rate and a volumetric sewer rate.

1 B. The daily sewer rate shall be in accordance with the following
2 table:

3 <u>Size of Service</u>	<u>Daily Sewer Rate</u>
4 5/8 or 3/4 inch	\$0.225
5 1 inch	\$0.333
6 1-1/2 inch	\$0.874
7 2 inch	\$1.507
8 3 inch	\$3.511
9 4 inch	\$5.079
10 6 inch	\$14.150
11 8 inch	\$14.999
12 10 inch	\$23.218
13 12 inch	\$29.284
14 16 inch	\$43.069

15
16 C. The volumetric sewer rate shall be \$0.357 per 100 cubic feet of
17 water furnished where water service size is 5/8 inches or larger. The
18 volumetric sewer rate shall not be applicable to fire services.

19 Industrial customers may apply for separately metered sewer
20 discharge in accordance with the "Rules, Regulations and Charges
21 Governing Potable Water, Reclaimed Water, Sewer Service, and the Water
22 Conservation and Water Supply Shortage Plan" of the Water Department.

23 D. For volumetric sewer rates, there are the following customer
24 classifications: single family residential; duplex residential; multi-family
25 residential; City Departments; commercial; and industrial.

26 Volumetric sewer rates for single family residential, duplex
27 residential and multi-family residential shall be computed based on the
28 average of actual potable water use during the winter billing periods. The

1 winter billing periods used will be determined by the meter reading schedule
2 for the account. The actual winter usage is divided by the number of winter
3 days to obtain an average volume. The average volume will be the base
4 volume on which the volumetric sewer rate is charged for the next twelve
5 month period beginning with May's billing periods. Each year, the average
6 volume will be recalculated for the succeeding twelve-month period.
7 Exceptions to the above calculation methodology will use the average volume
8 for the water service size in which the customer falls as the average volume
9 or a calculation using available usage information for the account. For those
10 residential customers with no previous history of use during the winter billing
11 periods, the average volume for the water service size in which the customer
12 falls will be used.

13 E. For all users of the sewer system that do not receive a water
14 bill from the City but where the user's sewer lateral connects to a main line
15 maintained by the Water Department, or where the sewer lateral is located in
16 the public right-of-way, the charge for sewer service shall consist of both a
17 daily sewer rate and a volumetric sewer rate. The daily sewer rate shall be
18 as provided in Subsection 8(B) of this Resolution. For these customers, the
19 volumetric sewer rate shall be based on the average volume for the
20 customer's water service size.

21 F. The City shall collect from all developments and all
22 developments shall be required to pay a capacity charge of One Hundred
23 and Nine Dollars and Five Cents (\$109.05) per equivalent fixture unit at the
24 time application for sewer service is made, but in no event later than the time
25 that the City issues a sewer permit for connection to the City sewage system,
26 as set forth in the Long Beach Municipal Code and the "Rules, Regulations
27 and Charges Governing Potable Water, Reclaimed Water, Sewer Service
28 and the Emergency Water Conservation Plan" of the Water Department.

1 G. Upon receipt of an application for sewer service, the City's
2 Department of Development Services (through the Plan Checker for
3 Plumbing) shall calculate the amount of the capacity charge by: 1)
4 determining if this resolution applies to the development; and 2) if this
5 resolution does not apply, indicating same on the application for sewer
6 service and the reason this resolution does not apply, and processing the
7 application in accordance with ordinances, resolutions, and regulations; or 3)
8 if this resolution does apply, determining the number of equivalent fixture
9 units in the development and multiplying that number by the capacity charge
10 per equivalent fixture unit.

11 H. The sewer capacity charge shall be subject to annual
12 adjustment, effective October 1 of each year, to reflect the increase of the
13 Construction Cost Index ("CCI") for Los Angeles as published in the
14 "Engineering News-Record". The increase shall be calculated each
15 September by dividing the CCI published in August of the current calendar
16 year by the CCI published in August of the preceding calendar year; that
17 figure multiplied by the sewer capacity charge in effect in October shall be
18 the new sewer capacity charge. No adjustment shall be made to reflect a
19 decrease in the CCI.

20 I. Funds derived from capacity charges shall be placed in the
21 Sewer Fund and shall be used only for the operation, construction,
22 reconstruction, acquisition, or maintenance of the City sewage system.

23 J. Anyone who has paid a capacity charge may apply for a full or
24 partial refund if within one year after payment: 1) the applicant has not been
25 permitted to connect to the City sewage system; or 2) the development on
26 which the capacity charge was calculated has been modified pursuant to
27 applicable City ordinances, resolutions, or regulations, resulting from a
28 reduction in the number of equivalent fixture units. Refund applications shall

1 be made on forms provided by the City and shall contain a declaration under
2 oath of those facts, along with relevant documentary evidence, which qualify
3 the applicant for the refund. In no event shall a refund exceed ninety percent
4 (90%) of the amount of the capacity charge actually paid.

5 K. Anyone subject to a capacity charge who constructs, deposits
6 money into escrow with the City for the construction of, participates in an
7 assessment district for the construction of, or otherwise contributes money or
8 improvements to the City for the operation, construction, reconstruction,
9 acquisition, or maintenance of the City sewage system shall be eligible for a
10 credit for such contribution against the capacity charge otherwise due. The
11 amount of the credit shall be the value of the contribution as determined by
12 the City provided, however, that the credit shall not exceed ninety percent
13 (90%) of the amount of the capacity charge. Applications for said credit shall
14 be made on forms provided by the City and shall be submitted at or before
15 the time of application for sewer service. The application shall contain a
16 declaration under oath of those facts, along with relevant documentary
17 evidence, which qualify the applicant for the credit.

18 L. The capacity charge and requirements pertaining thereto shall
19 not affect in any way the permissible use of property, density of development,
20 design and improvement standards, public improvement requirements, or
21 any other aspect of the development of land or construction of buildings
22 which may be imposed by the City pursuant to the Long Beach Municipal
23 Code, Subdivision Regulations, or other state or local laws, ordinances or
24 regulations which shall be in effect with respect to all developments.

25 M. The capacity charge is a charge on development that reflects a
26 development's proportionate share of the present depreciated value of the
27 existing City sewage system. As such the capacity charge is additional to
28 and not in substitution of the following: 1) on-site sewer facility requirements

1 imposed by the City pursuant to the Long Beach Municipal Code, Subdivision
2 Regulations, and other state or local laws, ordinances or regulations; 2)
3 sewer permit fees; 3) connection charges; 4) sewer rates; and 5) other fees,
4 rates, and charges including but not limited to sewer standby or immediate
5 availability charges and capital facilities charges for services or facilities other
6 than as a proportionate share of the present depreciated value of the existing
7 City sewer system. In no event shall an applicant for sewer service be
8 obligated to pay fees, rates, or charges in excess of those calculated
9 pursuant to applicable City ordinances, which shall not individually or
10 collectively exceed the reasonable cost of providing sewer service to the
11 development.

12 Section 9. Any term not defined herein which is defined in the Long Beach
13 Municipal Code or in the "Rules, Regulations and Charges Governing Potable Water,
14 Reclaimed Water, Sewer Service, and the Emergency Water Conservation Plan" of the
15 Water Department shall have the meaning stated therein.

16 Section 10.

17 A. Regular bills for water service and sewer service shall be
18 issued at intervals of approximately one month (commonly called "monthly")
19 except in those cases where the General Manager or the Board of Water
20 Commissioners shall prescribe another billing interval. Insofar as practical,
21 meters shall be read at regular intervals for the preparation of regular bills,
22 and meters shall be read as required for the preparation of opening, closing,
23 and special bills.

24 B. Every water customer and every sewer customer shall be liable
25 for payment of bills for water service and sewer service. Charges for water
26 service and sewer service shall be included in municipal utility bills.

27 C. Anyone who has been granted an exemption under Chapter
28 3.68 of the Long Beach Municipal Code as of the date of this resolution does

1 not need to file a separate application for exemption hereunder.

2 Section 11. Whenever the correctness of any bill for water or sewer service
3 is questioned by a customer, the procedures established in the "Rules, Regulations and
4 Charges Governing Potable Water, Reclaimed Water, Sewer Service, and the Emergency
5 Water Conservation Plan" of the Water Department shall be followed.

6 Section 12. The following words shall have the meanings defined as
7 follows:

8 A. "Billing unit" means one hundred (100) cubic feet of water and
9 equals 748 gallons;

10 B. "Commercial" refers to activities devoted primarily to business,
11 property management, or a profession;

12 C. "Industrial" refers to activities devoted primarily to
13 manufacturing or processing;

14 D. "Interruptible" refers to reclaimed water service that can be
15 suspended at any time at the Board's discretion, without liability and
16 dependent upon the Water Department's reclaimed water system needs for
17 such service.

18 E. "Non-peaking" means total average daily demand occurring at
19 a continuous, constant level over a twenty-four (24) hour period;

20 F. "Peaking" means total average daily demand occurring
21 between the hours of 9:00 p.m. and 6:00 a.m.

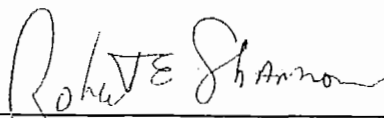
22 G. "Winter billing period" means the time period used for sewer
23 volumetric calculation purposes, which includes bills with a bill prepared date
24 in December, January, February, or March.

25 Section 13. All other resolutions of the Board of Water Commissioners, or
26 provisions thereof, which conflict with this resolution are hereby rescinded. The charges,
27 conditions, and provisions established in this Resolution shall supersede all others
28 previously established.

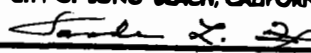
Section 14. The Secretary of the Board of Water Commissioners shall certify to the passage of this resolution and it shall take effect by operation of law following its approval by the City Council by ordinance.

I hereby certify that the foregoing resolution was adopted by the Board of Water Commissioners of the City of Long Beach at its meeting held on June 18, 2020, by the following vote:

Ayes:	Commissioners:	<u>MARTINEZ; SHANNON; CORDERO;</u>
		<u>SALTZGAVER</u>
Noes:	Commissioners:	<u>NONE</u>
Absent:	Commissioners:	<u>LEVINE</u>



Acting Secretary
Board of Water Commissioners

CERTIFIED AS A TRUE AND CORRECT COPY
EXECUTIVE ASSISTANT TO THE BOARD OF WATER COMMISSIONERS
CITY OF LONG BEACH, CALIFORNIA
BY: 
DATE: 6/18/2020

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA) ss
COUNTY OF LOS ANGELES)
CITY OF LONG BEACH)

Tamela Austin being duly sworn says: That I am employed in the Office of the City Clerk of the City of Long Beach; that on the 11th day of September, 2020, I posted three true and correct copies of Emergency Ordinance No. ORD-20-0033 in three conspicuous places in the City of Long Beach, to wit: One of said copies in the lobby of Civic Chambers; one of said copies in the Main Library; and one of said copies on the front counter of the Office of the City Clerk.

Tamela Austin

Subscribed and sworn to before me
This 11th day of September 2020.

M. De La Hoya
CITY CLERK

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA) ss
COUNTY OF LOS ANGELES)
CITY OF LONG BEACH)

Tamela Austin being duly sworn says: That I am employed in the Office of the City Clerk of the City of Long Beach; that on the 17th day of September, 2020, I posted three true and correct copies of Final Ordinance No. ORD-20-0033 in three conspicuous places in the City of Long Beach, to wit: One of said copies in the lobby of Civic Chambers; one of said copies in the Main Library; and one of said copies on the front counter of the Office of the City Clerk.

_____

Subscribed and sworn to before me
This 17th day of September 2020.

_____
CITY CLERK

RESOLUTION NO. RES-20-0110

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LONG BEACH APPROVING THE 2020-2021
BUDGET OF THE LONG BEACH WATER DEPARTMENT
AS ADOPTED

WHEREAS, the annual budget of the Long Beach Water Department for the
2020-2021 fiscal year was adopted by the Board of Water Commissioners at its meeting
on June 18, 2020 by Resolution No. WD-1430; and

WHEREAS, it appears advisable to approve the budget, pursuant to the
provisions of Section 1405 of the Charter of the City of Long Beach;

NOW, THEREFORE, the City Council of the City of Long Beach resolves as
follows:

Section 1. That the annual budget of the Long Beach Water Department
for the 2020-2021 fiscal year adopted by the Board of Water Commissioners at its meeting
on June 18, 2020 by Resolution No. WD-1430, is hereby approved pursuant to the
provisions of Section 1405 of the Charter of the City of Long Beach.

Section 2. The City Clerk shall file a certified copy of the budget, as
approved, with the Board of Water Commissioners and the City Auditor.

Section 3. This resolution shall take effect immediately upon its adoption
by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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I hereby certify that the foregoing resolution was adopted by the City Council
of the City of Long Beach at its meeting of September 8, 2020 by the
following vote:

Ayes:	Councilmembers:	<u>Zendejas, Pearce, Price, Supernaw,</u>
		<u>Mungo, Andrews, Uranga, Austin,</u>
		<u>Richardson.</u>
		<u></u>
Noes:	Councilmembers:	<u>None.</u>
		<u></u>
Absent:	Councilmembers:	<u>None.</u>
		<u></u>
Recusal(s):	Councilmembers:	<u>None.</u>


City Clerk

RESOLUTION NO. WD-1430

A RESOLUTION OF THE CITY OF LONG BEACH
BOARD OF WATER COMMISSIONERS ADOPTING THE
ANNUAL BUDGET FOR THE LONG BEACH WATER
DEPARTMENT FOR THE FISCAL YEAR 2020-2021

The Board of Water Commissioners of the City of Long Beach resolves as follows:

Section 1. That the annual department budget of the Long Beach Water Department for the fiscal year 2020-2021, is hereby adopted as follows:

WATER

Estimated Fund Balance 10-1-2020	\$9,682,180
Estimated Revenues	<u>\$136,253,164</u>
Total Estimated Resources	\$145,935,344
Estimated Expenditures	<u>\$137,247,590</u>
Estimated Fund Balance 9-30-2021	\$8,687,754

SEWER

Estimated Fund Balance 10-1-2020	\$11,354,399
Estimated Revenues	<u>\$18,631,083</u>
Total Estimated Resources	\$29,985,482
Estimated Expenditures	<u>\$23,804,663</u>
Estimated Fund Balance 9-30-2021	\$6,180,819

The most up to date current year estimated expenditures and revenues are included in the estimated fund balances and were provided in detail at a Special Board Meeting held on May 7, 2020. Detailed schedules and other data which accompany the budget are provided for information purposes only and are not intended to limit

1 expenditures.

2 Section 2. The City's Fiscal Year 2020-2021 budget development
3 calendar requires submission of proposed budgets to the Mayor by July 1, 2020. To
4 accommodate the City's schedule, the Water Department must accelerate the adoption of
5 its Fiscal Year 2020-2021 budget. This requires the Water Department to estimate certain
6 City budget components including ongoing labor negotiations, employee fringe benefits,
7 and City support charges. These charges are included in the above budget numbers as
8 estimated amounts.

9 The Water Department anticipates the final City amounts will be delivered to
10 the Water Department in July. After the Water Department receives the actual amounts
11 the Budget of the Long Beach Water Department will need to be revised to reflect these
12 actual amounts. Therefore, the Board of Water Commissioners authorizes the General
13 Manager of the Long Beach Water Department to adjust the adopted Water Fund and
14 Sewer Fund budgeted expenditures for employee salaries, skill pays, fringe benefits and
15 City support charges by an amount not to exceed five percent (5.0%) of the total of such
16 charges included in the adopted budgets to reflect any increases in City charges above the
17 estimated amounts budgeted for fiscal year 2020-2021. The General Manager shall make
18 the necessary adjustments prior to submittal of the Long Beach Water Department budget
19 to the City.

20 Section 3. The Secretary of the Board of Water Commissioners shall
21 certify to the passage of this resolution, and cause copies of the same to be filed with the
22 City Council, the City Auditor and the City Manager.

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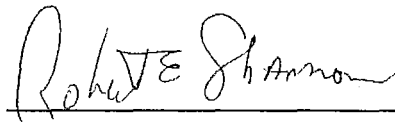
I hereby certify that the foregoing resolution was adopted by the Board of Water Commissioners of the City of Long Beach, at its meeting of June 18, 2020, by the following vote:

Ayes: Commissioners: MARTINEZ; SHANNON; CORDERO;

SALTZGAVER

Noes: Commissioners: NONE

Absent: Commissioners: LEVINE



Acting Secretary
Board of Water Commissioners

CERTIFIED AS A TRUE AND CORRECT COPY

EXECUTIVE ASSISTANT TO THE BOARD OF WATER COMMISSIONERS
CITY OF LONG BEACH, CALIFORNIA

BY: 

DATE: 6/18/2020

ADOPTED FEE ADJUSTMENTS FOR FISCAL YEAR 2021

Fee Description	Current Fee	Requested Fee	Per	Annual Revenue Change	Fund Group
DEPARTMENT: FINANCIAL MANAGEMENT					
TOWING SERVICE					
Basic Tow Rate - Light Class: Vehicles <= 9,000 lbs. GVWR	\$200.00	\$215.00	Minimum charge; prorated after 1st hour	\$165,736	TOWING
Basic Tow Rate - Medium Class: Vehicles 9,001 lbs. - 26,000 lbs GVWR	\$240.00	\$278.00	Minimum charge; prorated after 1st hour		TOWING
Basic Tow Rate - Heavy Class: Vehicles >= 26,001 lbs. GVWR	\$320.00	\$371.00	Minimum charge; prorated after 1st hour		TOWING
Drop Fee - Light Class: Vehicles <= 9,000 lbs. GVWR	\$95.00	\$107.00	Minimum charge; prorated after 1st hour		TOWING
Mileage Outside The City	\$7.00	\$8.00	Mile		TOWING
AUCTION PROCESS					
Vehicle Release Fee	\$44.60	\$52.00	per vehicle	\$50,015	TOWING
Vehicle Title Processing Fee	\$32.15	\$37.00	Vehicle surrendered without DMV title		TOWING
Key Return Fee	\$32.15	\$37.00	One key per vehicle		TOWING
Duplicate Lien Sale Documents	\$70.00	\$81.00	Vehicle		TOWING
Bidder Card Fee	\$24.90	\$29.00	Card		TOWING
Lost Bidder Card Fee	\$8.00	\$9.00	Vehicle		TOWING
Long Lien Auction Vehicle Purchase Deposit	\$605.00	\$701.00	Vehicle		TOWING
Archive Files Research	\$30.10	\$35.00	Vehicle		TOWING

ADOPTED FEE ADJUSTMENTS FOR FISCAL YEAR 2021

Fee Description	Current Fee	Requested Fee	Per	Annual Revenue Change	Fund Group
SECURED STORAGE					
Vehicle Storage - Standard: 20 feet long or less.	\$57.00	\$66.00	Day	\$488,449	TOWING
Vehicle Storage - Large: 21 Feet or more.	\$71.00	\$82.00	Day		TOWING
Motorcycle Storage	\$35.25	\$41.00	Day		TOWING
TOWING MISCELLANEOUS FEES					
Hazardous Materials	\$66.00	\$77.00	Vehicle	\$7,235	TOWING
Labor Required At Scene	\$78.00	\$90.00	Hour		TOWING
After Hours Vehicle / Property Release	\$100.00	\$107.00	Vehicle		TOWING
Parking Citation Processing Fee	\$14.00	\$16.00	Transaction		TOWING
TOTAL FINANCIAL MANAGEMENT					\$711,435
DEPARTMENT: FIRE					
Advanced Life Support (ALS)	\$2,282.00	\$2,540.00	Patient Transport	\$531,684	GENERAL
Basic Life Support (BLS)	\$1,523.00	\$1,695.00	Patient Transport		GENERAL
TOTAL FIRE DEPARTMENT					\$531,684

ADOPTED FEE ADJUSTMENTS FOR FISCAL YEAR 2021

Fee Description	Current Fee	Requested Fee	Per	Annual Revenue Change	Fund Group
DEPARTMENT: LONG BEACH AIRPORT					
AIRLINE FEES					
Landing Fees, 7:00 AM - 10:00 PM	\$3.88	\$4.27	1000 lbs. Gross Certified Landing Weight	\$1,039,000	AIRPORT
Landing Fees, 10:00 PM - 7:00 AM	\$8.17	\$8.99	1000 lbs. Gross Certified Landing Weight		AIRPORT
Terminal Building Gate Use Fee	\$1.16	\$1.28	1000 lbs. Gross Certified Landing Weight		AIRPORT
Common Use Charges	\$2.73	\$3.01	Enplaned passenger		AIRPORT
Terminal Building Apron Parking Fee	\$0.96	\$1.06	1000 lbs. Gross Certified Landing Weight		AIRPORT
TOTAL LONG BEACH AIRPORT					\$1,039,000
DEPARTMENT: PARKS, RECREATION & MARINE					
GENERAL PARK AND RECREATION FEES					
Gate Entry Fees-Monday thru Thursday	\$5.00	\$6.00	Vehicle	\$170,500	GENERAL
Gate Entry Fees-Weekends	\$7.00	\$8.00	Vehicle		GENERAL
Gate Entry Fees-Friday	\$6.00	\$7.00	Vehicle		GENERAL
Gate Entry Fees-Major Holidays	\$8.00	\$9.00	Vehicle		GENERAL
Gate Entry Fees-Recreational Vehicles-Weekdays	\$10.00	\$11.00	Per Vehicle		GENERAL

ADOPTED FEE ADJUSTMENTS FOR FISCAL YEAR 2021

Fee Description	Current Fee	Requested Fee	Per	Annual Revenue Change	Fund Group
Gate Entry Fees-Recreational Vehicles-Weekends	\$14.00	\$15.00	Per Vehicle		GENERAL
Gate Entry Fees-Recreational Vehicles-Major Holidays	\$20.00	\$21.00	Per Vehicle		GENERAL
Annual Pass Fees-First Vehicle - General Public Fee	\$60.00	\$65.00	Each		GENERAL
Annual Pass Fees-First Vehicle - Seniors/Disabled	\$35.00	\$40.00	Each		GENERAL
TIDELANDS FEES, MARINE BUREAU - TIDELANDS FUNDS, MARINA FEES					
Marina Slip Permit Fee - 15 Foot Slip	\$155.57	\$158.68	Per Month	\$556,192	TIDELANDS AREA
Marina Slip Permit Fee-20 Foot Slip	\$206.42	\$210.55	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-25 Foot Slip	\$315.29	\$321.60	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-30 Foot Slip	\$464.29	\$473.58	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-35 Foot Slip	\$591.72	\$603.55	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-40 Foot Slip	\$733.62	\$748.29	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-45 Foot Slip	\$864.03	\$881.31	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-50 Foot Slip	\$988.68	\$1,008.45	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-55 Foot Slip	\$1,166.35	\$1,189.68	Per Month		TIDELANDS AREA

ADOPTED FEE ADJUSTMENTS FOR FISCAL YEAR 2021

Fee Description	Current Fee	Requested Fee	Per	Annual Revenue Change	Fund Group
Marina Slip Permit Fee-60 Foot Slip	\$1,272.42	\$1,297.87	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-65 Foot Slip	\$1,428.60	\$1,457.17	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-70 Foot Slip	\$1,584.19	\$1,615.87	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-75 Foot Slip	\$1,755.31	\$1,790.42	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-80 Foot Slip	\$1,925.78	\$1,964.30	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-85 Foot Slip	\$2,110.58	\$2,152.79	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-90 Foot Slip	\$2,295.44	\$2,341.35	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-95 Foot Slip	\$2,494.55	\$2,544.44	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-100 Foot Slip	\$2,693.72	\$2,747.59	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-105 Foot Slip	\$2,907.21	\$2,965.35	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-110 Foot Slip	\$3,120.78	\$3,183.20	Per Month		TIDELANDS AREA
Marina Slip Permit-115 Foot Slip	\$3,348.58	\$3,415.55	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-120 Foot Slip	\$3,576.38	\$3,647.91	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-20 foot slip	\$249.81	\$254.81	Per Month		TIDELANDS AREA

ADOPTED FEE ADJUSTMENTS FOR FISCAL YEAR 2021

Fee Description	Current Fee	Requested Fee	Per	Annual Revenue Change	Fund Group
Marina Temporary Permit Fee-25 Foot Slip	\$390.21	\$398.01	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-30 Foot Slip	\$561.88	\$573.12	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-35 Foot Slip	\$716.21	\$730.53	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-40 Foot Slip	\$887.93	\$905.69	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-45 Foot Slip	\$1,045.64	\$1,066.55	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-50 Foot Slip	\$1,196.48	\$1,220.41	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-55 Foot Slip	\$1,411.51	\$1,439.74	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-60 Foot Slip	\$1,539.87	\$1,570.67	Per month		TIDELANDS AREA
Marina Temporary Permit Fee-65 Foot Slip	\$1,728.87	\$1,763.45	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-70 Foot Slip	\$1,917.86	\$1,956.22	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-75 Foot Slip	\$2,124.22	\$2,166.70	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-80 Foot Slip	\$2,330.62	\$2,377.23	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-85 Foot Slip	\$2,554.33	\$2,605.42	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-90 Foot Slip	\$2,778.00	\$2,833.56	Per Month		TIDELANDS AREA

ADOPTED FEE ADJUSTMENTS FOR FISCAL YEAR 2021

Fee Description	Current Fee	Requested Fee	Per	Annual Revenue Change	Fund Group
Marina Temporary Permit Fee-95 Foot Slip	\$3,018.99	\$3,079.37	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-100 Foot Slip	\$3,259.93	\$3,325.13	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-105 Foot Slip	\$3,518.37	\$3,588.74	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-110 Foot Slip	\$3,776.71	\$3,852.24	Per Month		TIDELANDS AREA
Marina Temporary Permit-115 Foot Slip	\$4,052.46	\$4,133.51	Per Month		TIDELANDS AREA
Marina Temporary Permit Fee-120 Foot Slip	\$4,328.07	\$4,414.63	Per Month		TIDELANDS AREA
Marina Slip Permit Fee-Rainbow Harbor/Alamitos Bay Commercial Slip Fee	\$18.25	\$18.75	Lineal Foot/Month, 10-Ft. Minimum	\$19,200	TIDELANDS AREA
Visiting Vessel Permit Fee	\$1.30	\$1.35	Foot/Night, \$18 Daily Minimum	\$7,500	TIDELANDS AREA
TOTAL PARKS, RECREATION, & MARINE				\$753,392	
TOTAL GENERAL FUND				\$702,184	
TOTAL OTHER FUNDS				\$2,333,327	
TOTAL ALL FUNDS				\$3,035,511	



BUDGETARY AND FINANCIAL POLICIES CITY OF LONG BEACH, CALIFORNIA

1. The Budget will be Structurally Balanced

Background – A budget is structurally balanced if it does not spend more on ongoing services than it receives in ongoing revenues. A structurally balanced budget is a necessary component of good financial management and financial discipline and will help sustain the consistent delivery of services to residents. An unbalanced budget (spending more than is received) undermines the City's ability to deal with financial problems. It may lead to reduced services in the future and inhibit the City's ability to take advantage of opportunities that will periodically occur.

Policy - The budget for the General Fund will be structurally balanced for the fiscal year. A structurally unbalanced budget will include an explanation and describe the expected approach and time frame for achieving structural balance within the context of official revenue and expenditure projections. It is not a violation of this policy to have a planned use of funds available to fund one-time items, including capital, equipment, land or transitional costs for operations (starting up or termination of a service element). It is also not a violation of this policy to use funds previously set aside to mitigate temporarily higher costs or lower revenues.

2. Multi-Year Financial Projections will be Incorporated into the Budget Process

Background – The City's financial situation and projected future status are important factors in the financial and economic decisions the City Council may make. To support the City's budgetary planning and financial decision-making process, the City needs to analyze its financial situation and the key factors impacting its economic and financial status.

Policy - At a minimum, the proposed annual budget should include a three-year General Fund projection (the fiscal year plus two additional years). Major assumptions should be identified. It is desirable that the budget should include similar projections of key funds and potentially all funds.

3. The Budget Process Is Based on an Annual Cycle with Minimal Mid-Cycle Adjustments

Background - The service plan for the City is based on an annual budget as required by Charter and by good financial and operational practice. Budgeting on an annual basis provides time to review all revenue sources, develop solutions to previously identified problems, and to discuss and decide on policies and priorities. An annual

budget process also provides time for management to plan and implement changes incorporated into the budget more efficiently and effectively. Shortening or interrupting the process with significant mid-cycle changes can lead to poor decision-making due to incomplete information and to inefficient and ineffective operations or expenditures.

Policy

- a. The annual budget process will be the general method used by the City to develop its annual service priorities and the level and type of resources to fund those services.
- b. Changes to the budget and to service levels during the fiscal year will be minimized. “Routine” changes during the fiscal year will generally be limited to technical adjustments, time sensitive opportunities or issues, or new grants or awards that are intended to be spent during the year.
- c. The creation of non-routine mid-year new programs or projects, higher service levels, or other expenditures during mid-budget cycle is discouraged and, if proposed, before adoption is considered, should be evaluated for programmatic feasibility and impact and for fiscal impact, preferably by the responsible operational department and by Financial Management. If an adopted mid-year program or project is in conflict in terms of resource use or other aspects, the mid-year program or project will have a lower priority (compared to preexisting budgeted programs and projects) unless otherwise specified by City Council.
- d. Unexpected revenue shortfalls or other significant issues that may create a budget shortfall during the fiscal year are to be reported to the City Council with recommendations by the City Manager as to whether a mid-year budget adjustment should be made.
- e. A list of City Council adopted new programs or expenditures not included in the original budget or that do not qualify as routine mid-year items (as defined above) shall be provided to the Budget Oversight Committee annually for review.

4. User Fees and Charges will be Set at the Cost of the Service

Background - Fees and associated charges are associated with recovering the cost of providing a service. The City can charge up to the full cost of providing a service.

Policy

- a. Fees will be set to fully recover costs, except where there is a greater public benefit through use of a lower fee, such as where full recovery may adversely impact overall revenue or may discourage participation in programs where the participation benefits the overall community.

- b. The City Manager will establish a process in-depth review of all fees over time. The review, while eventually covering all fees, should emphasize those that have or may have significant subvention (may not be at full cost).

5. One-Time Resources will be Used Only for One-Time Purposes

Background – One-time resources are revenues that only occur once, for a very limited time, or are too unpredictable or unstable to fund operations. One-time revenues may include the variable portion of some revenue sources that have highly variable components. One-time revenues are not suited to fund ongoing operations because they are not available in the future or cannot be relied on from year-to-year to pay the ongoing costs of operations.

Policy

- a. One-time resources will not be used to fund ongoing operations. They will be used for one-time uses, including capital and other one-time expenditures, transitional funding of operations (for a limited time-period with a planned ending date), increasing reserves, or paying down unfunded liabilities.
- b. Five percent of new General Fund funds available in a year will be automatically set-aside to fund unfunded liabilities and these funds may be used to reduce unfunded liabilities.

6. Capital Projects will be Budgeted and Funded for Both Capital and Operating Costs

Background – Expenditures for capital and infrastructure often have an impact on operating costs. Capital investments and infrastructure eventually have to be replaced. New capital projects typically increase costs while repairs may lower costs. For capital expenditure decisions, both the one-time capital costs, the ongoing net operating costs, and replacement costs (lifecycle) should be considered. When capital and infrastructure funding decisions are made, it is important to provide information to the City Council about future operating costs and potential replacement costs and funding of replacement.

Policy

- a. Before approving any capital expenditure, including those proposed by any elected official, the City Council shall consider both the capital (one-time) and operating (ongoing) components of costs, including the full capital cost of the project, regardless of funding sources, and all City incurred site, design, overhead costs and start-up costs. Replacement costs and potential method of funding shall also be considered. Site costs for land already owned by the City do not need to

be reported. Projected operating costs through any stabilization period, as well as projected future operating and maintenance costs, are to be identified. If the project has a limited economic life, the fiscal impact information should discuss proposed end of life actions and costs. The method for funding the projected operating costs is to be included in any funding description. Projects and costs that do not significantly impact the City do not need to be analyzed.

When fees are initially proposed for items charged to external parties but installed and maintained by the City, the City Council shall have information to allow the Council to consider incorporation of capital costs, maintenance costs and replacement cycle costs in the fees or upfront costs. Costs that are not significant do not need to be analyzed.

7. Fund Balance Policy

Background – Generally Accepted Accounting Principles (GAAP) require a policy with regard to the establishment and maintenance of fund balances. GAAP does not make any requirements as to the level of those balances; just that there is a policy so that they can be clearly and consistently accounted for.

Policy - This policy provides for the establishment and maintenance of fund balances; helps maintain the financial strength, stability, and bond rating of the City; positions the City to be better able to financially respond to emergencies, unexpected needs; provides a method of accumulating funds for one-time needs; and meet the requirements of Generally Accepted Accounting Principles (GAAP). This policy applies to all governmental funds of the City.

a) Types of Fund Balance: The City maintains five components of fund balance.

1. *Non-spendable* - Fund balance that is inherently non-spendable.
2. *Restricted* - Fund balance that has externally enforceable (legal) limitations on its use and can only be spent for a specific purpose stipulated by an external provider, a constitutional provision, or through enabling legislation.
3. *Committed* - Fund balance that the City has placed limitations on its use by way of a motion of the City Council.
4. *Assigned* - Fund balance that is comprised of amounts intended to be used by the government for specific purposes. The intent can be informally expressed by the governing body or can be stated by the City Manager.
5. *Unassigned* - This is the residual fund balance that is spendable and not restricted, committed or assigned.

b) Assigned Fund Balances

1. *Emergency Reserve* – This reserve is used only in extremely rare circumstances resulting from major emergencies that are not recurring by nature and, in general, are not predictable. Such an event will have resulted in significant physical damage or disruption within the City and its Tidelands areas. Examples of a major emergency that would require extensive additional City operational or capital costs include an earthquake, severe storms, flooding; a terrorist event, and a protracted major health or military crisis. It is not intended for use to smooth economic cycles or changes in revenue or expenditure patterns. Use of this reserve for intended purpose is consistent with this policy. Any draws on this reserve should be the highest priority for reserve replenishment.
 2. *Operating Reserve* – This reserve is used to provide funds for unexpected one-time opportunities or temporary operating needs. It is also intended to provide transition, phase-in or phase-out funding. This reserve is not intended to be used to fund planned infrastructure or capital acquisitions. It can be used in an emergency situation to supplement the emergency reserve. Temporary drawdown of the reserve, or any drawdown below the minimum, should be the second highest priority for reserve replenishment.
 3. *Reserve for Subsequent Years Appropriations* – This reserve is used to identify fund balance amounts that are appropriated or identified through the budget process as a funding source for a future year.
 4. *Infrastructure Reserve* – This reserve is used to accumulate and provide funds to finance capital projects and other capital improvements, to finance the acquisition and implementation of information technology systems that enhance service delivery, create operating efficiencies or improve City operations, or to retire capital-related debt in advance of scheduled debt service payments. It is not intended to serve the purpose of an operating reserve. It can be used in an emergency to supplement the emergency reserve.
- c) Other Reserves and Designation for Purpose – Additional committed or assigned reserves may be created by the City Council, either explicitly (committed) or through the budget or other process (assigned). Assignments may be designated for a purpose by the City Council or, if delegated, the Council's designee.
- d) Use of Governmental Fund Balances – Use of fund balances, for purposes as defined in this policy, are not a violation of this policy. When an expense is incurred, the normal order of resource use, subject to the reserves specified purposes, when applicable, will first be the use of restricted fund balance resources, followed by committed fund balance resources, assigned fund balance resources, and, finally, unassigned fund balance resources.

8. Adequate General Fund Emergency and Operating Reserves will be Maintained

Background – Maintaining adequate emergency and operating reserves is a basic component of a financially strong City. Adequate reserves help sustain City operations when adverse or unexpected circumstances impact the City.

Policy

- a. The City will maintain a General Fund Emergency Reserve at a minimum of 8 percent of General Fund ongoing operating expenditures (including transfers) and a target level of 10 percent.
- b. The City will maintain a General Fund Operating Reserve at a minimum of 2 percent of General Fund ongoing operating expenditures with a normal maximum of 7 percent.
- c. The reserve created by Measure B Budget Stabilization Fund (2016) shall be maintained and accounted for as provided for in Measure B and GAAP and shall be included in the overall calculation of the Operating Reserve levels.
- d. The City will seek to achieve and maintain overall General Fund reserves (including all committed, assigned and unassigned reserves and excludes restricted and unspendable reserves) at no less than two months (or 16.7 percent) of General Fund ongoing operating expenditures, including transfers.
- e. If emergency or operating reserves are drawn down below the minimums, a plan will be developed and implemented to replenish them, generally from future surpluses. Replenishing reserves will be a priority use of one-time resources.
- f. The City may establish and maintain special purpose operating reserves (in addition to the operating reserve described above). Special purpose operating reserves are intended to be used for specific revenue and expense variations and will generally be formulaic and automatic in nature in terms of when the reserves will be added and when they will be used.
- g. The City may establish and maintain other reserves.

9. Adequate Reserves will be Established for all City Funds

Background – Financial reserves strengthen the City’s financial status and provide valuable flexibility for unexpected events for City funds. Every fund of the City represents a stand-alone financial operation and has its own operating characteristics, financial capabilities, and constraints. The level of reserves needed, if any, should be based on the financial and operating characteristics of each fund.

Policy – The Financial Management Department, in concert with any relevant operating departments, shall develop and present to City Council recommended reserve policies for each City fund, which will be adopted, as modified, by the City Council.

10. Revenues will be Projected Using a Methodology that is Reasonably Conservative

Background - Revenue projections are critical to budget decisions, particularly a budget that is intended to be structurally balanced. Unfortunately, many of the City’s

key revenues are subject to material variation depending on the economy. No revenue projection is likely to be “accurate” when the economy is changing direction or moving quickly. As a result, it is important to have a consistent approach to projecting revenues and for decision-makers to understand the basis used to project the resources available for the budget. Revenue should be projected in a way not likely to lead to a revenue shortfall and not be so conservative that the projection is always substantially under revenues.

Policy - Revenue projections are to be objectively prepared using a conservative approach. That approach should result in overall budgeted revenues for a fund being set at a level such that it is reasonably unlikely that actual revenues will be lower than budgeted.

11. Stable Revenue Sources will be Used to Fund Operations, to the Extent Practical

Background - Operations require stable revenue sources from year-to-year to minimize the necessity to cut services when key revenues vary in the wrong direction. Revenue sources that have significant variability from year to year, or an unpredictable basis, are not completely suitable to fund operations and often cannot be projected with reasonable accuracy. Two approaches to addressing such a situation are to 1) designate the entire revenue sources as one-time or 2) divide it into stable (operations) and unstable (one-time) components.

Policy - The City will take steps to utilize only the stable portion of revenue sources for ongoing operations.

- a. Any revenue that has a highly variable component and is used to fund ongoing operations may have only a portion of it, or none of it, budgeted for operations. The remainder (unstable portion) may be budgeted in the year of expected receipt or in the following year for capital or other one-time purposes, including increasing reserves. If budgeted in the year of receipt, it should not normally be budgeted for expenditures that require commitments in advance of receipt. This policy helps stabilize operating revenues and can provide a fairly regular source of funds for one-time purposes. Consideration of such a practice for individual revenue sources will be based on a recommendation from the City Manager and subsequent approval by City Council.
- b. Oil revenue has a tendency to vary unpredictably within a year or from year-to-year. As a result, oil revenue will be budgeted at a per barrel price that reflects a price that is highly likely to be lower than the average price of oil during the year, based on historical variability. Oil revenue actually received as a result of the actual price of oil being above that budgeted price may be budgeted the following year.

12. Fiscal Impact Statements will be Included with all City Council Letters Which Involve Decisions for Spending, Revenues, Debt, Investments, or Other Potential Economic Impact

Background – The City Council should receive information on the actual or potential fiscal and resource impact of proposed actions to aid in making decisions.

Policy – For any proposed City Council action, including those from non-city Manager departments or elected officials, an analysis is to be provided (a fiscal impact statement) of the projected or potential fiscal impact on current and future revenues, on expenditures and resources, including staff resources (hours, opportunity costs, and diversion of resources impact, as appropriate), on existing City Council priorities, and the projected or potential impact on the City's financial or economic position. A discussion of any overall economic impacts to the City, if relevant, will also be included. Where analysis has determined that the impact is not significant, a detailed explanation is not required. Any proposed City Council action should include a statement indicating the proposed action was reviewed by Financial Management. If the time urgency of the item does not allow for any Financial Management review or allows for only a partial review, the fiscal impact statement should explicitly indicate that. For any proposed City Council action resulting in a disbursement of funds, the funding source must be identified, as well as whether the expenditure has been budgeted.

13. The Budget Will Fund Costs Incurred in the Current Year or will Identify the Costs that Have Not Been Fully Funded

Background – Governments sometimes have financial issues because they do not budget for or fund costs that are incurred in a budget year, but not paid out until a future year. This practice can lead to higher costs to taxpayers in the future if they have to pay for services provided in the past. Typically, these costs are for employee benefits, but may also be associated with other costs. Funding current year costs is not the same as funding unfunded liabilities. Paying current costs does not have any impact on existing unfunded liabilities, but it does have an impact on keeping unfunded liabilities from occurring or growing in dollar amount. Current costs, whether paid in the current year or not, are a component of structural balance.

Policy

- a. The budget will include funding for the costs for services for the current year. If funding a particular service or type of cost is determined to not be appropriate for a given year, the budget will disclose that and include a discussion of those costs that were not fully funded.

- b. Unfunded liabilities, unfunded lifecycle replacement costs, and deferred maintenance costs shall be explicitly identified in the budget and the budget shall include a discussion of them, including general information on the funding of those costs.

14. Accounting and Financial Reporting will Meet Generally Accepted Standards

Background - To be able to borrow money for City infrastructure and capital needs, the City must maintain financial statements in conformance with Generally Accepted Accounting Principles (GAAP). This is also necessary to have a financial presentation that a knowledgeable reader can understand. Governmental budget decisions, however, are not necessarily best made based on GAAP financial reporting. As an example, GAAP accounting for enterprises and internal service operations focuses on the longer term and not the short-term situation in which many governmental budgeting decisions are made. For this and other reasons, governmental budgetary reporting usually uses a non-GAAP basis. However, it is very important to know how budget reporting differs from GAAP and to know that the budgetary reporting of financial status is traceable to audited GAAP financial statements.

Policy

- a. The City will prepare an annual financial report (CAFR) in accordance with GAAP and will include a written description of the basis of accounting in the CAFR.
- b. The City will prepare the annual budget using as consistent an approach as appropriate and will include a written description of the basis of budgeting in the budget, as well as the CAFR.
- c. For every budgeted fund, the CAFR will include a reconciliation of the budgetary funds available (a fund's bottom line from a budget perspective) to the GAAP fund balance or net position.

15. Financial Status and Financial Issues will be Reported

Background - Routine financial reporting is an essential component of financial control and management.

Policy - The City's comprehensive annual financial report (CAFR) will be made available to the City Council, the public, bond holders, and rating agencies after completion of the annual audit. In addition, there will be periodic reporting on the budgetary status of the City, particularly the General Fund and other funds that have unusual or problematic status. Any major or critical issue will be reported as soon as it is practical.

16. Financial Status of Major City Funds will be Periodically Reviewed

Background – A periodic high-level financial review of all major City funds is important to the understanding of the City's financial status and to any decision-making that impacts the City's short or long-term financial status.

Policy – The City Manager will annually present to the City Council a brief report discussing the high-level financial status of each major fund of the City and its future outlook, risks and opportunities. The report may be provided by including it in the proposed budget as a component of each funds' *Fund Summary*.

17. Grants will be Actively Sought, but Only as Appropriate and with Suitable Oversight to Ensure Compliance

Background - Grants are an essential component of City resources. All grants have rules and regulations that must be followed, including the purpose for which the grant funds may be used. Failure to follow the rules and regulations may require a return of the funds, even after they have been spent. Grants often require a match. A grant may be inappropriate for the City due to a large match requirement, disallowed or limited ability to recover administrative costs, excessive restrictions on expenditures, compliance risk (return of funds if in non-compliance), issues with post-grant funding, or incompatibility with other City priorities.

Policy - The City will seek grants that address City priorities and are believed to provide a benefit to the City that provide a substantial net benefit after considering the cost to secure and administer the grant, and the risk associated with unintentional non-compliance. The City will not seek grants if the purpose does not provide a significant net benefit to the City for existing priorities. Before applying for any grant, staff shall ensure the above conditions have been met. The City shall maintain the necessary administrative support and training to ensure compliance with grant terms and requirements. When the City Council considers approval of a grant, City Council should be provided with staff's expectations for any continued funding and continuing or discontinuing of programs after the grant period. If it subsequently becomes clear that a City Council approved grant funded program will need to be continued or discontinued differently from previously reported expectations, that change should be reported to the City Council during the budget process for the year in which the proposed change is to occur.

18. Debt and Capital Leases will be Maintained at Appropriate Levels

Background - Debt (borrowing) is a valuable and necessary tool for financing major infrastructure and other capital assets. However, misuse of debt or poor debt management, including excessive debt and poor choices for the structure of debt,

can contribute to financial weakness and compromise the City's ability to deliver services over the long-term.

Policy – Limits on the amount of debt shall be recommended by the Financial Management Department and adopted, as modified, by the City Council. The term of debt will generally not exceed the life of the asset being acquired. Capital leases for vehicle replacement or other recurring costs should be part of a comprehensive strategy that provides for ongoing replacement of the equipment and should not be done to provide a short-term budget solution to replace cash purchases with debt. Debt will not be used to fund operations. Incurring short-term debt (less than one year) to provide for cash flow in anticipation of revenues is not a violation of this policy. A separate policy on debt and debt policy will be adopted by the City Council.

19. Investments will be Conservatively Managed

Background – Investments can provide a significant source of revenue to the City. However, investments have risk. An investment policy needs to describe the balance between investment income and risk that is desired.

Policy – Investments shall be managed with the following priorities, in order: safety of principal, liquidity (availability of cash) and yield (investment income). A separate policy on investments and investment management will be adopted by the City Council.

20. A Long-Term General Financial Plan will be Maintained

Background - The long-term financial health of the City and the ability to provide services and a quality of life for the City's residents depends on the actions City officials take. To help guide the decisions of City officials where the decisions impact the long-term finances of the City, a plan that identifies adopted general strategies for the long-term financial strength of the City is helpful, if not essential, to the long-term financial success of the City. The general financial plan would be specific enough to determine whether or not a particular proposal is consistent with the plan.

Policy - The City Manager will prepare and periodically update a proposed high-level financial plan for the City. The plan will outline general approaches the City should follow over the long-term to maintain and increase the ability of the City to provide services through maintaining and increasing revenues, growing the City's economy for the purpose of revenue generation, and controlling and managing the cost of services and the method of delivery of services. This plan will identify and discuss unfunded liabilities and other deferred costs such as maintenance. A plan or options will be identified to address them. This plan is not intended as a general statement

of overall City strategies and goals, but rather a focused approach to long-term finances and to enhancing the economic strength of the City to generate more revenues and resources for services. The plan may be integrated into an overall set of goals and strategies for the City. The City Council will modify the plan as it desires and adopt it as a general guideline for future financial and economic direction. The plan is to be reviewed and updated no less frequently than every five years.

21. Financial Policies will be Periodically Reviewed

Background - Financial policies need to be periodically reviewed to ensure that they do not become out-of-date and also to help reinforce compliance with the policies.

Policy

- a. Financial policies will be reviewed by the City Council every three years or more frequently, if appropriate.
- b. The City Manager will report to City Council when any proposed City Council action may not comply with City Council financial policies (preferably through the Fiscal Impact Statement) and will also report annually on general compliance or non-compliance with each of the policies, recognizing that some policies may take time to fully implement. This annual report will list the financial policies in their entirety.

22. Procedures and Practices are to be Consistent with Financial Policy

Background – Financial policies are high level expressions of direction. Implementation of policies requires detailed procedures and practices.

Policy – Policy implementation procedures and practices designed and implemented by the City Manager and any associated administrative procedures and practices shall be consistent with the adopted City Council policies.

The Long Beach Community Investment Company

LBCIC Expenditures	FY21
	BUDGET
LBCIC-Owned Rental Projects	
321 West 7th (Lois Apartments -- 24 units)	95,000
1044 Maine Apartments (11 units)	78,000
<i>Subtotal LBCIC-Owned Rentals</i>	\$ 173,000
Other	
Housing Action Plan Implementation	-
Mobile Home Repair Grant Program	34,000
<i>Subtotal Other</i>	\$ 34,000
Homeownership Assistance Programs	
Single Family Rehab - CalHome 11, 12	-
Single Family - CalHome Reuse Fund	600,000
<i>Subtotal Homeowner Assistance</i>	\$ 600,000
LBCIC Administration	
Administrative Expenditures	32,000
Project Administration (Property Mgmt/Project Dev)	200,000
Project Staff Costs	137,000
<i>Subtotal LBCIC Admin</i>	\$ 369,000
Total LBCIC Expenditures	\$ 1,176,000

Long Beach Community Investment Company (LBCIC)

Established by the City Council, the Long Beach Community Investment Company (LBCIC) oversees the delivery of housing and neighborhood revitalization services. The Housing Services Division in the Development Services Department staffs the LBCIC. Annually, the LBCIC prepares its housing budget for approval by the City Council. The LBCIC's budget is a subset of the entire Housing Development Fund Group. Revenue sources in this fund include rental income, loan repayments and interest from mortgage assistance programs, and land sale proceeds. This revenue supports the FY 21 LBCIC budget of \$1,176,000. The development of housing is a multi-year endeavor and staff continues to work on projects budgeted in prior years.

LBCIC Expenditures	Budget
Operation of LBCIC-owned properties (321 W. 7 th Street and 1044 Maine Avenue)	173,000
Other (Mobile Home Repair Grant Program)	34,000
Homeownership Assistance Programs	600,000
Administration	369,000
Total	\$1,176,000

Glossary and Acronyms

Abandonment – The process of plugging and capping an oil well and the associated facilities after the period of useful life is complete.

Adjusted Budget – The current budget adopted by the City Council, including any Council-approved modifications authorized throughout the year, prior year's encumbrances, and any other known adjustment for budget planning.

Administrative Overhead – Cost applied, based on employee salaries, to fund the administration of the payroll system, employee benefits, labor relations and ancillary services.

Adopted Budget – The new allocation of expenditures and revenues for the current fiscal year, as approved by the City Council.

Appropriation – An authorization by the City Council that permits officials to incur obligations and expend City resources within a fiscal year. This includes adopted budget plus prior year estimated carryover budget.

Attrition/Vacancy Savings – The naturally occurring accumulation of salary savings associated with the turn-over due to the duration of the hiring process.

Budget – A financial plan serving as a pattern for, and control over, future operations; any estimate of future costs or plan for the utilization of the workforce, material or other resources.

Budget Summary – An overview of department and fund budgets, with multi-year comparisons of expenditures and revenue. Summaries also include a three-year schedule of Full-Time Equivalent (FTE) staffing for each department and skill pays and benefits by department.

Bureau – A unit of organization within a department that may be subdivided into divisions.

Capital Fund – A fund that is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Capital Improvement – Construction or major repair of City infrastructure, facilities or buildings.

Capital Improvement Program (CIP) – A plan for capital expenditures to be incurred each year describing each project, the amount to be expended, and the method of financing.

Capital Outlay – The acquisition costs of equipment with a value of \$5,000 or greater used in providing direct services.

Carryover Appropriation – Appropriation approved in a previous fiscal year and unexpended that remains available, in an all-years fund, for its approved purpose, usually related to capital project and grant balances.

Charlie Foxtrot – Incoherent entanglement of a certain situation or formation.

Charter-mandated – As legally required by the City's Charter, which is the document that spells out the purposes and powers of the City.

City Council Priorities – Formal annual priorities established by the City Council, in consultation with the City Manager that help guide the allocation of resources.

Glossary and Acronyms

Coasting – The act of tenaciously wrestling with the profuse number of tasks associated with implementing the LB COAST project – not to be confused with a leisurely sail in the bay.

Core Mission Statement – A broad statement of a department's central purpose, in terms of meeting the public service needs for which it is organized.

Debt Service – The cost of paying the principal and interest on money according to a predetermined schedule.

Department – An organizational unit that may be subdivided into bureaus.

Debt Service Fund – A fund that is used to account for and report financial resources or that are restricted, committed, or assigned to expenditure for principal and interest.

Deficit – An excess, or the amount of such excess, of expenses over revenues in a given period.

Distribution Integrity Management Plan – Required of all U.S. natural gas pipeline utilities by the federal Pipeline and Hazardous Materials Safety Administration (PHMSA) under the Department of Transportation. Effective in 2011, requires gas utilities to develop and implement a Distribution Integrity Management Plan (DIMP) that must include the identification of any known threats to the integrity of the pipeline system, an evaluation and rating of these risks, a plan outlining the actions to be taken to address the risks, performance measurements, the evaluation of the results. The DIMP, including the results of the performance measurements, is filed with the PHMSA and a filing of the DIMP is subject to periodic audits.

Division – An organizational unit within a bureau that may be subdivided into sections.

Dose of Gross - A brain boosting supplement, backed by Financial Directors and Engineers across the nation, that has been proven to elevate your thinking game and your analytical skills.

Encumbrance – The money allocated for payment of goods/services contracted for but not yet received.

Enterprise Fund – A fund, similar to those found in the private sector, structured to be revenue generating and self-supporting (e.g., utility, gas, airport, towing, etc.).

Estimated Carryover – Funds carried over from prior years for multi-year grants and projects.

Expenditures – The cost for personnel, materials and equipment required for a department to deliver services.

Expenditure Transfers – The move of budgetary resources from one budget appropriation to another. Expenditure transfers may involve personnel and non-personnel budgets.

Financial Strategic Plan – The City's long-range budget planning tool to project, and provide responses to, fluctuations in structural revenue and expense in the General Fund.

Fiscal Year (FY) – A time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Long Beach's fiscal year is October 1 through September 30.

Fringe Benefits – Any of a variety of non-wage or supplemental benefits (health/dental/life insurance, pension contributions and auto allowance) that employees receive in addition to their regular wages.

Glossary and Acronyms

Full-Time Equivalent (FTE) – The equivalent of a full-time position for one year or 2,088 employee-work hours.

Fund – An accounting entity established to record financial transactions and resources for specific activities or to attain certain objectives.

Funds Available – The amount of immediately available resources to support potential future appropriations by the City Council.

General Fund – A fund that accounts for tax and other general purpose revenues (e.g., sales taxes, property taxes, fines and interest) and records the transactions of general governmental services (e.g., police, fire, library, parks and public works).

Impact to Fund – An increase in expense is shown as a positive number (cost/hit to fund) and a decrease in expense is shown as a negative number (savings/benefit to fund). Accordingly, a decrease in revenue is shown as a positive number (cost/hit to fund), and an increase in revenue is shown as a negative number (savings/benefit to fund).

Internal Services – The costs of reimbursement for services provided by Internal Service Fund programs to other City programs and departments (e.g., vehicle maintenance, computer systems and risk management).

Internal Service Fund – A fund used to finance and account for goods and services provided internally to City departments or agencies.

Key Measure – A clearly described measure of achievement that is quantifiable and time-specific. Typically, measures reflect steps toward broader outcomes or qualitative program goals.

Long Beach City Operations and Strategic Technologies (LB COAST) – An Enterprise Resource Planning system that will replace the City's current Financial Management and Human Resources systems.

Measure A – Long Beach Transactions and Use Tax – A ballot initiative that added a transactions and use (sales) tax for a period of ten years. Beginning January 1, 2017, Measure A effectively increased sales tax by 1 percent for the first six years. After six years, and for the remaining four years, the tax increase is reduced to 0.5 percent.

Measure B – Budget Stabilization “Rainy Day” Fund – A companion ballot initiative to Measure A that established a budget stabilization, or “rainy day” fund. The fund receives automatic deposits/transfers of one percent of any new general tax revenues generated each year, commencing with Fiscal Year 2017-2018.

Measure MA – Business License Tax on Cannabis Businesses – A ballot initiative that established a business license tax on cannabis businesses.

Measure MM – A voter driven ballot initiative that authorized medical cannabis business to operate in Long Beach.

Measure M – A ballot initiative that authorized the City to transfer revenue from water, sewer, and gas utilities to the General Fund with a cap of 12 percent of each utility's annual gross revenue.

Memorandum of Understanding (MOU) – Agreement between mutual parties such as between City departments or between the City and employee organizations.

Glossary and Acronyms

Open Data – A new crime incident mapping application that has made up-to-date crime activity information, occurring within the City, readily available for residents with easy-to-use search tools to query crimes within their neighborhoods, including an interactive map that allows users to zoom-in/out throughout various areas of the city to identify crime incidents.

One-time – Program expenditures or sources of revenue that are irregular or occasional (non-recurring).

Ongoing – Program expenditures or sources of revenue that are continuous or recurring.

Personnel Services – The costs of labor, including salaries and fringe benefits.

Personnel – Reflects total full-time, part-time and temporary budgeted positions, expressed as Full-Time Equivalents (FTE). (Example: two half-time positions equal one FTE.)

Prior Year Encumbrances (PYE) – Money set aside from last year's budget to pay for items or services ordered during that year but received in the current fiscal year. The encumbrance is removed when the items or services are received and paid for.

Rabbit Hole – A spreadsheet with certain formulas and links that causes the user to fall into an ever-deepening chase identifying linked spreadsheets upon linked spreadsheets, often causing the user to lose their sense of reality and bearing.

Redevelopment Agency (RDA) – The agency providing oversight for the redevelopment process in the City of Long Beach, which is governed by a seven-member Board appointed by the Mayor and approved by the City Council.

Resources – Total dollars available to be appropriated including estimated revenues, fund transfers and beginning fund balances.

Revenues – The historical and projected yield of taxes and other sources of income that a government unit receives for public use.

Salary Savings – The amount of salary expense that a department saves when a position is vacant or filled at a lower salary level than the budgeted level.

Service – A deliverable the customer receives from department efforts.

Service Level – Typically provided in measurable terms, the services the City provides to its customers within a given time period.

Skill Pays – Additional compensation specific for specialized skills that enhanced an employee's job performance.

Special Revenue Fund – A fund used to account for the proceeds of specific revenue sources that are restricted by law to be used for specific purposes.

Structural Deficit – A fiscal imbalance created when estimated long-term, ongoing costs exceed the City's capacity to generate long-term, ongoing revenues.

Structural Reductions – A measure that either decreases or eliminates an ongoing cost, or generates additional ongoing, recurring revenue for the City.

Glossary and Acronyms

Subsidiary Agency Fund – A fund used to account for resources and assets where the City is acting as an agent for other governmental units, private organizations or individuals.

Surplus – An excess, or the amount of such excess, of revenues over expenses in a given period.

Strawman – An idea, concept, or approach submitted as an attempt to trigger creative conversation in a challenging situation, even if that idea is not exactly in line with the view of the person submitting the idea; not to be confused with a companion that accompanies travelers journeying on a yellow brick road.

Tidelands Funds – There are four primary Tidelands Funds in the City of Long Beach. The *Tidelands Operations Fund* is used to account for operations, maintenance, programs, parking and development in the Tidelands and Rainbow Harbor areas. The *Tidelands Area Funds* are used to account for operations, maintenance and development of the marinas, Queen Mary and adjacent properties, the Aquarium of the Pacific. The *Tideland Oil Revenue Fund* is used to account for the proceeds from oil operations within the Tidelands area. The *Tidelands Subsidence Fund* is used to account for the accumulation of resources needed to minimize and remedy future land sinkage due to oil operations in the Tidelands area.

Transparency – The availability of public information about government rules, regulations and operations (programmatic and financial) to encourage community participation and improve the decision-making process.

Truncated Workload - The resulting situation when a Dose of Gross employee looks to significantly cut back on his or her work hours to no more than 40 to 60 hours a week.

Unfunded Liability – A current or future debt or performance obligation that does not have sufficient funds set aside to pay. These may include employee related costs, deferred maintenance, equipment lifecycle replacement costs, or critical one-time needs.

User Charges/Fees – The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Glossary and Acronyms

ACS	Animal Care Services
ADA	Americans with Disabilities Act
AMI	Advanced Metering Infrastructure
AQMD	Air Quality Management District
BOC	Budget Oversight Committee
CAC	Transaction and Use Tax, Citizens Advisory Committee
CAFR	Comprehensive Annual Financial Report
CCI	City Cost Index
CDBG	Community Development Block Grant
CFC	Customer Facility Charge
CIP	Capital Improvement Program
CNG	Compressed Natural Gas
COLA	Cost of Living Adjustment
COPS	Community Oriented Public Safety
CPI	Consumer Price Index
CUPA	Certified Unified Program Agency
CVB	Convention and Visitors Bureau
DIMP	Distribution Integrity Management Plan
ECOC	Emergency Communications and Operations Center
ED&F	Economic Development & Finance Committee
ERAF	Educational Revenue Augmentation Fund
EV	Electric Vehicle
FTE	Full-Time Equivalent
FY	Fiscal Year
ICMA	International City/County Management Association
JPA	Joint Powers Authority
LAP	Language Access Plan
LBCC	Long Beach City College
LB MUST	Long Beach Municipal Urban Stormwater Treatment Recycle Facility
LBUSD	Long Beach Unified School District
LNG	Liquefied Natural Gas
MOU	Memorandum of Understanding
NC	Non-Career
NPDES	National Pollution Discharge Elimination System
OSHA	Occupational Safety and Health Act
PEPPS	Partnerships to Enhance Parks, Programs and Services
PFC	Passenger Facility Charge
PMP	Pavement Management Plan
PRA	Public Records Act
PROP H	Police and Fire Public Safety Oil Production Act
PUC	Public Utilities Commission
RDA	Redevelopment Agency
RLA	Rancho Los Alamitos
RLC	Rancho Los Cerritos
ROPS	Recognized Obligation Payments Schedule
RPTTF	Redevelopment Property Tax Trust Fund
SA	Successor Agency
SAP	Special Advertising and Promotions Fund
SCE	Southern California Edison
SERRF	South East Resource Recovery Facility
TOT	Transient Occupancy Tax
UUT	Utility Users Tax
VLF	Vehicle License Fee

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Chris Kuebert, Acting Business Operations Manager

Historical City Seal

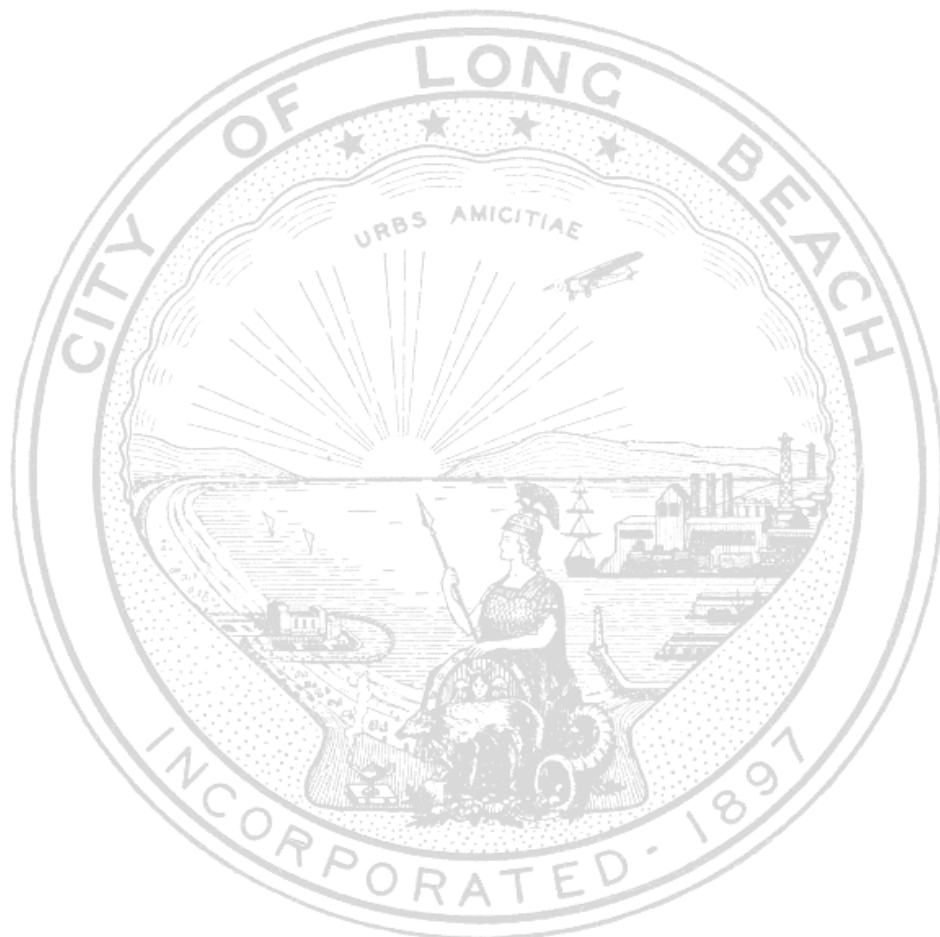
The seal of the City of Long Beach was designed in 1930 by Roland S. Gielow, a draftsman in the City's engineering department. Mr. Gielow created this seal as part of a contest and was awarded a \$150 prize for his design.

The theme of the seal is "Urbs Amicitiae" or the "Friendly City." The seal incorporates many design elements, both real and symbolic of the City of Long Beach.

At the center of focus is the "Queen of the Beaches," seated on her throne in the foreground, scepter in hand with the California "Golden Bear" at her feet. Below her lies the horn of plenty pouring forth an avalanche of fruit, agricultural and manufactured products, while perpetual sunshine lights the heavens where an airplane soars. Also depicted are the mountains and sea, a ship, the auditorium, typifying a convention city, the Rainbow pier and yachts offshore.

The lighthouse, breakwater and docks are symbolic of the harbor and the ship symbolizes commerce of the seven seas. Rail transportation is brought to the water's edge as pictured by the locomotive and factories and refineries and oil play a significant role in the pictorial structure.

To portray Long Beach's unrivaled oceanfront attractions, the artist paneled the whole with a seashell and to stress its cultural side a book of knowledge and lamp of wisdom are shown. The four stars at the top signify Long Beach as the fourth largest City in California at the time. This historic seal demonstrates all of the diverse and wonderful assets that the City of Long Beach maintains, and which benefit all who live, work and play in the City to this day.







For more information on the budget visit: longbeach.gov/finance



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