

September 21, 2004

Honorable Mayor and Members of
the Hermosa Beach City Council

City Council Meeting of
September 28, 2004

REAPPROPRIATION OF FUNDS FROM 2003-04 TO 2004-05

RECOMMENDATION

It is recommended that the City Council reappropriate amounts listed below to the FY 2004-2005 budget.

BACKGROUND

Budget appropriations for 2003-04 expired June 30, 2004. Equipment and supplies or services must have been received by June 30th in order to be charged to the 2003-04 budget. Some departments have items or services that were budgeted in 2003-04 but were not delivered or complete by year-end. In these cases, unspent amounts for those items or projects need to be reappropriated, since they were not included in the 2004-05 budget. In the case of capital improvement projects, unspent funds are added to any amounts appropriated in the 2004-05 Budget, as necessary.

ANALYSIS

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
GENERAL FUND (001)			
City Clerk Equipment less than \$1,000	001-1121-5401	\$500	Table copier will be purchased in 2004-05.
City Council Contract Services/Private	001-1101-4201	\$3,680	Camera operator training and manual will be completed in 2004-05.
Community Development Building Division Contract Services/Private	001-4201-4201	\$3,600	Accela Permit Software upgrade will be completed in 2004-05.
Community Resources Contract Services/Private	001-4601-4201	\$3,040	Recreation software upgrade will be completed in 2004-05.

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
GENERAL FUND (Continued)			
Program Materials	001-4601-4308	\$4,000	Teen program donation will be expended in 2004-05.
Equipment less than \$1,000	001-4601-5401	\$6,000	Teen program donation will be expended in 2004-05.
Finance Administration Contract Services/Private	001-1202-4201	\$5,293	User Fee Study will be completed in 2004-05.
		\$31,760	Report writer training, modifications to Eden financial system continuing into 2004-05.
Fire Department Accrual Cash-In	001-2201-4111	\$113,141	Firefighter retired in 2004-05, rather than 2003-04.
Equipment more than \$1,000	001-2201-5402	\$1,200	Donation for Tempest fan will be spent in 2004-05.
Public Works Administration Contract Services/Private	001-4202-4201	\$10,000	Aerial photography will be completed in 2004-05.
Building Maintenance Contract Services/Private	001-4204-4201	\$40,500	Heating, ventilating and air conditioning project for the Police Department will be completed in 2004-05.
Street Maintenance/Traffic Safety Division Contract Services/Private	001-3104-4201	\$3,000	18 th Street Walk Street renovation will be completed in 2004-05.
CIP 622 City Hall Remodel Equipment more than \$1,000	001-8622-5402	\$4,813	Furniture for conference room/employee lunch room received in 2004-05.

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
GENERAL FUND (Continued)			
CIP 630 Pier Renovation, Phase III Contract Services/Private	001-8630-4201	\$277,724	Phase III of Pier Renovation ongoing in 2004-05.
Total General Fund		\$508,251	
DOWNTOWN ENHANCEMENT FUND (109)			
Public Works CIP 140 11 th Place On-Street Parking Improvements Contract Services/Private	109-8140-4201	\$275,910	Project ongoing in 2004-05.
Total Downtown Enhancement Fund		\$275,910	
PARKING FUND (110)			
Finance Cashier Contract Services/Private	110-1204-4201	\$6,700	Upgrade of cash register software will be completed in 2004-05.
Public Works CIP 140 11 th Place On-Street Parking Improvements Contract Services/Private	110-8140-4201	\$9,592	Project ongoing in 2004-05.
Total Parking Fund		\$16,292	
AB939 FUND (117)			
Community Development Source Reduction/Recycle Element Non-capitalized assets	117-5301-5499	\$22,000	Purchase of recycle containers ongoing into 2004-05.
Total AB939 Fund		\$22,000	

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
TYCO FUND (122)			
Public Works CIP 630 Pier Renovation, Phase III Contract Services/Private	122-8630-4201	\$113,940	Phase III of Pier Renovation ongoing in 2004-05.
Total Tyco Fund		\$113,940	
PARKS/REC FACILITY TAX FUND (125)			
Public Works CIP 630 Pier Renovation, Phase III Contract Services/Private	125-8630-4201	\$50,000	Phase III of Pier Renovation ongoing in 2004-05.
Total Parks/Recreation Facility Tax Fund		\$50,000	
GRANTS FUND			
Police Local Law Enforcement Block Grant (LLEBG) Equipment more than \$1,000	150-2112-5402	\$9,000	Body armor vests received in 2004-05.
Public Works Sewers/Storm Drains Beverage Recycling Grant Contract Services/Private	150-3102-4201	\$7,075	Project ongoing into 2004-05.
Total Grants Fund		\$16,075	
SUPPLEMENTAL LAW ENFORCMENT SERVICES FUND – COPS (153)			
Police C.O.P.S. Program Equipment more than \$1,000	153-2106-5402	\$1,272	Body armor vests received in 2004-05.

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND (Continued)			
		\$10,000	Copier for Detective Bureau will be purchased in 2004-05.
Vehicles	153-2106-5403	\$1,268	LA Impact vehicle setup will be completed in 2004-05.
Total Supplemental Law Enforcement Services Fund		\$12,540	
SEWER FUND (160)			
Public Works CIP 409 Manhole Repairs Contract Services/Private	160-8409-4201	\$244,315	Project ongoing into 2004-05.
CIP 412 Sewer Rehab – Target Area 2	160-8412-4201	\$76,290	Design ongoing into 2004-05.
CIP 418 Upgrade Sewer Pump Stations Regular Salaries	160-8418-4102	\$8,439	Project will be started in 2004-05.
Retirement	160-8418-4180	\$632	Project will be started in 2004-05.
Employee Benefits	160-8418-4188	\$851	Project will be started in 2004-05.
Medicare	160-8418-4189	\$124	Project will be started in 2004-05.
Contract Services/Private	160-8418-4201	\$289,954	Project will be started in 2004-05.
Total Sewer Fund		\$620,605	
FIRE PROTECTION FUND (180)			
Fire Department Fire Protection Equipment less than \$1,000	180-2202-5401	\$995	4 th of July Signage purchased in 2004-05.

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
FIRE PROTECTION FUND (Continued)			
Equipment more than \$1,000	180-2202-5402	\$6,144	Mobile radios will be purchased on 2004-05.
CIP 610 Fire Station Upstairs Remodel/Addition Contract Services/Private	180-8610-4201	\$4,898	Carpet and flooring will be replaced in 2004-05.
		\$100	Sliding pole landing will be replaced in 2004-05.
		\$3,000	Broken shower tiles will be replaced in 2004-05.
		\$5,691	"Catch all" sump will be installed in apparatus floor in 2004-05.
		\$20,000	Driveway will be replaced and tree removed in 2004-05.
		\$1,000	Window coverings will be replaced in 2004-05.
		\$4,696	Two zone thermostat (\$1,249) Additional funds needed for headset systems for fire engines to be purchased in 2004-05 (\$3,447)
		\$8,030	Exterior painting of fire station to be done in 2004-05
Total Fire Protection Fund		\$54,554	

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
CAPITAL IMPROVEMENT FUND (301)			
Public Works CIP 630 Pier Renovation, Phase III Contract Services/Private	301-8630-4201	\$25,784	Phase III of Pier Renovation ongoing in 2004-05.
Total Capital Improvement Fund		\$25,784	
EQUIPMENT REPLACEMENT FUND (715)			
Community Resources Equipment more than \$1,000	715-4601-5402	\$6,965	Copier will be purchased in 2004-05.
Community Services Equipment more than \$1,000	715-3302-5402	\$4,763	Copier will be purchased in 2004-05.
Fire Contract Services/Private	715-2201-4201	\$30,770	Start-up of preventive maintenance program has identified extensive repairs to fire vehicles. Appropriate 2003-04 funds from Contract Services and Auto Maintenance to Auto Maintenance account for these repairs.
Auto Maintenance	715-2201-4311	\$2,507	
Equipment more than \$1,000	715-2201-5402	\$6,965	Copier will be purchased in 2004-05.
Vehicles	715-2201-5403	\$140,000	Funds for two Ambulances.
		\$10,000	Items to outfit two new ambulances.
		\$2,165	Apparatus lettering for two new ambulances.

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EQUIPMENT REPLACEMENT FUND (Continued)			
General Appropriations Equipment more than \$1,000	715-1208-5402	\$36,760	Copiers and Fax machine will be purchased in 2004-05.
Information Systems Equipment more than \$1,000	715-1206-5402	\$2,604	Computer was received in 2004-05.
		\$3,353	Server module was received in 2004-05.
		\$24,870	WiFi Network pilot completed in 2004-05.
Public Works Equipment Service Division Contract Services/Private	715-4206-4201	\$4,020	Fleet Maintenance software purchased in 2004-05.
Total Equipment Replacement Fund		\$275,742	

Respectfully Submitted,

CONCUR:

Viki Copeland
Finance Director

Stephen Burrell
City Manager