

September 19, 2005

Honorable Mayor and Members of
the Hermosa Beach City Council

City Council Meeting of
September 27, 2005

**REAPPROPRIATION OF FUNDS FROM 2004-05 TO 2005-06,
ADDITIONAL APPROPRIATIONS FOR 2004-05, 2005-06**

RECOMMENDATION

It is recommended that the City Council reappropriate amounts listed below to the FY 2005-2006 budget.

BACKGROUND

Reappropriations

Budget appropriations for 2004-05 expired June 30, 2005. Equipment and supplies or services must have been received by June 30th in order to be charged to the 2004-05 budget. Some departments have items or services that were budgeted in 2004-05 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 2005-06 budget. In the case of capital improvement projects, unspent funds are added to any amounts appropriated in the 2005-06 budget, as necessary.

Revisions to Revenue Estimates

On the reimbursement grants, if amounts are reappropriated, the revenue estimate needs to be budgeted as well.

Additional Reappropriations 2004-05

It is recommended that the additional funds shown on page 12 be reappropriated to the Myrtle/Loma District Administrative Expense Fund and the Beach Drive District Administrative Expense Fund to avoid having to note these small amounts with a footnote in the Comprehensive Annual Financial Report (CAFR). The accounting rule is that any fund that is over budget (no matter how small) must be so noted in the CAFR footnotes.

Additional Reappropriations 2005-06

New appropriations are not typically requested at this time but the requests are explained on page 13.

ANALYSIS

FUND/DEPARTMENT ACCOUNT# AMOUNT EXPLANATION

GENERAL FUND (001)

Community Development
Building Division

Contract Services/Private	001-4201-5401	\$450	File Cabinet will be purchased in 2005-06.
---------------------------	---------------	-------	--

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
GENERAL FUND (001)			
(continued)			
Community Resources Contract Services/Private	001-4601-4201	\$2,500	24 Hour Fitness donation will be used for 2005-06 Sunset Concert Series.
Finance Administration Contract Services/Private	001-1202-4201	\$5,293	User Fee Study completed in 2005-06.
Contract Services/Private	001-1202-4201	\$31,760	Report writer training, modifications to Eden financial system continuing into 2005-06.
Finance Cashier	001-1204-4305	\$793	Parking Citation Delinquent Notice postcards were received in 2005-06
Fire Department Contract Services/Private	001-2201-4201	\$1,800	Annual breathing apparatus masks fit test will be completed in 2005-06.
Equipment more than \$1,000	001-2201-4350	\$1,546	Safety turnout pants will be purchased in 2005-06.
	001-2201-4350	\$3,057	Firefighting boots will be purchased in 2005-06
Public Works Administration Contract Services/Private	001-4202-4201	\$3,315	Aerial photography will be completed in 2005-06.
Building Maintenance Contract Services/Private	001-4204-4201	\$31,500	Police Department heating and air conditioning system will be completed in 2005-06.
Parks Maintenance Materials	001-6101-4309	\$1,000	Tree donated for Susan Ellis will be planted in 2005-06.

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
GENERAL FUND (001)			
(continued)			
CIP 534 Parks Improvements Contract Services/Private	001-8534-4201	\$20,000	Fort Lots of Fun and Lawnbowling Green projects will be completed in 2005-06.
CIP 630 Pier Renovation, Phase III Contract Services/Private	001-8630-4201	\$45,283	Phase III of Pier Renovation ongoing in 2005-06.
Total General Fund		\$148,297	
LIGHTING/LANDSCAPING FUND (105)			
Public Works Lighting/Landscaping/Medians Contract Services/Private	105-2601-4201	\$34,500	Reassessment Engineer services were not started until 2005-06.
Total Lighting/Landscaping Fund		\$34,500	
DOWNTOWN ENHANCEMENT FUND (109)			
Public Works Downtown Enhancement Improvements Other Than Buildings	109-3301-5602	\$5,000	Street clock donated by the Kiwanis Club will be installed in 2005-06.
North Pier Parking Structure Maintenance Materials	109-3304-4309	\$2,400	Signage and repairs to fire extinguishers will be completed in 2005-06.
CIP 108 2 nd Street Street Improvements Contract Services/Private	109-8108-4201	\$5,444	Project ongoing in 2005-06.
Total Downtown Enhancement Fund		\$12,844	

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
STATE GAS TAX FUND (115)			
Public Works CIP 118 Strand Bikeway Light Fixture Replacement Contract Services/Private	115-8118-4201	\$52,100	Project ongoing in 2005-06.
Total State Gas Tax Fund		\$52,100	
TYCO FUND (122)			
Public Works CIP 630 Pier Renovation, Phase III Regular Salaries	122-8630-4102	\$8,327	Project ongoing in 2005-06.
Retirement	122-8630-4180	\$951	Project ongoing in 2005-06.
Employee Benefits	122-8630-4188	\$1,602	Project ongoing in 2005-06.
Medicare	122-8630-4189	\$119	Project ongoing in 2005-06.
Contract Services/Private	122-8630-4201	\$739,008	Project ongoing in 2005-06.
Total Tyco Fund		\$750,007	
TYCO TIDELANDS FUND (123)			
Public Works CIP 630 Pier Renovation, Phase III Contract Services/Private	123-8630-4201	\$67,972	Project ongoing in 2005-06
Total Tyco Tidelands Fund		\$67,972	
PARKS/REC FACILITY TAX FUND (125)			
Public Works CIP 534 Park Improvements	125-8534-4201	\$100,255	Fort Lots of Fun and Lawnbowling Green projects will be completed in 2005-06.

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
PARKS/REC FACILITY TAX FUND (125)			
(continued)			
CIP 630 Pier Renovation, Phase III Contract Services/Private	125-8630-4201	\$50,000	Project ongoing in 2005-06.
Total Parks/Recreation Facility Tax Fund		\$150,255	
COMMUNITY DEVELOPMENT BLOCK GRANT FUND (140)			
Public Works CIP 626 ADA Compliance/Community Center Theatre Contract Services/Private	140-8626-4201	\$11,147	Project ongoing in 2005-06
Total Community Development Block Grant Fund		\$11,147	
PROPOSITION C FUND (146)			
Public Works CIP 116 Pier Avenue/Hermosa Avenue to Pacific Coast Highway Contract Services/Private	146-8116-4201	\$60,000	Project ongoing in 2005-06
Total Proposition C Fund		\$60,000	
GRANTS FUND (150)			
Police Local Law Enforcement Block Grant (LLEBG) Equipment more than \$1,000	150-2112-5401	\$268	Surveillance camera will be purchased in 2005-06.
Public Works Sewers/Beverage Recycle Grant Contract Services/Private	150-3102-4201	\$8,047	Project ongoing in 2005-06.

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
GRANTS FUND (150)			
(continued)			
CIP 630 Pier Renovation, Phase III Contract Services/Private	150-8630-4201	324,324	Project ongoing in 2005-06.
Total Grants Fund		\$332,639	
OFFICE OF TRAFFIC SAFETY GRANT FUND (151)			
Police Ticket Writer/Traffic Management Grant Contract Services/Private	151-2114-4201	\$167,045	Project ongoing in 2005-06.
Conference and Training	151-2114-4317	\$7,309	Project ongoing in 2005-06.
Total Office of Traffic Safety Grant Fund		\$174,354	
SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND – COPS (153)			
Police C.O.P.S. Program Equipment more than \$1,000	153-2106-5402	\$2,000	Volunteers in Policing Program supplies will be purchased in 2005-06.
Equipment more than \$1,000	153-2106-5402	\$10,000	Copier for Records Bureau will be purchased in 2005-06.
Improvements Other than Buildings	153-2106-5602	\$2,200	Radio site improvements will be completed in 2005-06.
Total Supplemental Law Enforcement Services Fund		\$14,200	

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
CALIFORNIA LAW ENFORCEMENT EQUIPMENT PROGRAM FUND – CLEEP (154)			
Police High Technology Grant Equipment less than \$1,000	154-2107-5401	\$5,483	Mobile Data Computer (MDC) racks and unitrols for patrol cars will be purchased in 2005-06.
Total California Law Enforcement Equipment Program Fund (CLEEP)		\$5,483	
SEWER FUND (160)			
Public Works Used Oil Grant Contract Services/Private	160-3105-4201	\$1,844	Project ongoing in 2005-06.
CIP 409 Manhole Repairs Contract Services/Private	160-8409-4201	\$39,957	Project ongoing in 2005-06.
CIP 412 Sewer Rehab – Target Area 2 Contract Services/Private	160-8412-4201	\$39,814	Project ongoing in 2005-06.
CIP 418 Upgrade Sewer Pump Stations Regular Salaries	160-8418-4102	\$2,866	Project ongoing in 2005-06.
Employee Benefits	160-8418-4188	\$213	Project ongoing in 2005-06.
Medicare	160-8418-4189	\$43	Project ongoing in 2005-06.
Contract Services/Private	160-8418-4201	\$390,804	Project ongoing in 2005-06.
CIP 630 Pier Renovation, Phase III Regular Salaries	160-8630-4102	\$6,363	Project ongoing in 2005-06.
Retirement	160-8630-4180	\$233	Project ongoing in 2005-06.
Employee Benefits	160-8630-4188	\$1,288	Project ongoing in 2005-06.
Medicare	160-8630-4189	\$95	Project ongoing in 2005-06.
Total Sewer Fund		\$483,520	

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
FIRE PROTECTION FUND (180)			
Fire Department			
CIP 610			
Fire Station Upstairs Remodel/Addition			
Contract Services/Private	180-8610-4201	\$3,390	2 nd Floor restroom floor will be replaced in 2005-06.
Contract Services/Private	180-8610-4201	\$3,000	Bard Building project plans will be completed in 2005-06.
Contract Services/Private	180-8610-4201	\$2,000	Bard Building interior security wall will be completed in 2005-06.
Contract Services/Private	180-8610-4201	\$5,000	Front office/lobby remodel will be completed in 2005-06.
Contract Services/Private	180-8610-4201	\$20,000	Driveway will be replaced and tree removed in 2005-06.
Contract Services/Private	180-8610-4201	\$30,000	"Catch all" sump will be installed in apparatus floor in 2005-06.
Contract Services/Private	180-8610-4201	\$10,000	Station roof will be repaired in 2005-06.
Contract Services/Private	180-8610-4201	\$5,000	Tower roof will be repaired in 2005-06.
Contract Services/Private	180-8610-4201	\$3,500	Rain gutters will be repaired or replaced in 2005-06.
Contract Services/Private	180-8610-4201	\$1,100	Sliding glass door will be repaired in 2005-06.
Contract Services/Private	180-8610-4201	\$2,000	Kitchen cabinets will be repaired in 2005-06.
Contract Services/Private	180-8610-4201	\$4,500	Materials for Bard building storage loft will be purchased in 2005-063
Contract Services/Private	180-8610-4201	\$1,935	Apparatus bay lighting will be replaced in 2005-06.
Total Fire Protection Fund		\$91, 425	

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
CAPITAL IMPROVEMENT FUND (301)			
Public Works CIP 108 2 nd Street Street Improvements			
Contract Services/Private	301-8108-4201	\$54,763	Project ongoing in 2005-06.
CIP 112 Street Improvements/Slurry & Crack Sealing-Variou			
Contract Services/Private	301-8112-4201	\$98,000	Project ongoing in 2005-06.
CIP 115 20 th Street/Valley Drive to Power Street			
Contract Services/Private	301-8115-4201	\$123,073	Project ongoing in 2005-06.
CIP 117 Manhattan Avenue Street Improvements			
Contract Services/Private	301-8117-4201	\$35,000	Project ongoing in 2005-06.
CIP 630 Pier Renovation, Phase III			
Regular Salaries	301-8630-4102	\$6,740	Project ongoing in 2005-06.
Retirement	301-8630-4180	\$769	Project ongoing in 2005-06.
Employee Benefits	301-8630-4188	\$1,389	Project ongoing in 2005-06.
Medicare	301-8630-4189	\$97	Project ongoing in 2005-06.
Contract Services/Private	301-8630-4201	\$759,364	
Total Capital Improvement Fund		\$1,079,195	
BAYVIEW DRIVE UTILITY UNDERGROUNDING DISTRICT IMPROVEMENT FUND (309)			
Public Works CIP 104 Bayview Drive Undergrounding District			
Contract Services/Private	309-8104-4201	\$202,793	Project ongoing in 2005-06.
Total Bayview Drive Utility Undergrounding District Improvement Fund		\$202,793	

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
BONNIE BRAE UTILITY UNDERGROUNDING DISTRICT FUND (310)			
Public Works CIP 105 Bonnie Brae Utility Undergrounding District Contract Services/Private	310-8105-4201	\$20,000	Project ongoing in 2005-06.
Total Bonnie Brae Utility Undergrounding District Fund		\$20,000	
BEACH DRIVE ASSESSMENT DISTRICT IMPROVEMENT FUND (311)			
Public Works CIP 106 Beach Drive Undergrounding District Contract Services/Private	311-8106-4201	\$74,819	Project ongoing in 2005-06.
Total Beach Drive Assessment District Improvement Fund		\$74,819	
EQUIPMENT REPLACEMENT FUND (715)			
Fire			
Vehicles	715-2201-5403	\$10,000	Items to outfit two new ambulances.
Vehicles	715-2201-5403	\$11,070	Headset system for Fire apparatus will be replaced in 2005-06.
Vehicles	715-2201-5403	\$1,100	Fire curtain for open firefighter area on Engine 13 will be purchased in 2005-06.
Vehicles	715-2201-5403	\$3,000	Repairs/enhancements to Chevy Tahoe transferred from the Police Department will be made in 2005-06.
Vehicles	715-2201-5403	\$2,165	Apparatus lettering for two new ambulances.

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
General Appropriations			
Equipment more than \$1,000	715-1208-5402	\$2,595	Fax machine will be purchased in 2005-06.
Information Systems Contract Services/Private	715-1206-4201	\$1,898	Antivirus/spyware software was received in 2005-06.
Contract Services/Private	715-1206-4201	\$33,020	Civica website management software will be purchased in 2005-06.
Equipment more than \$1,000	715-1206-5402	\$1,987	WiFi Network completed in 2005-06.
Public Works Administration Division Vehicles	715-4202-5403	\$26,250	Equipment Service van will be replaced in 2005-06.
CIP 612 Public Works Yard Renovation Contract Services/Private	715-8612-4201	\$14,400	Project ongoing in 2005-06.
Total Equipment Replacement Fund		\$107,485	

REVENUE REVISIONS FOR 2005-06 REAPPROPRIATIONS

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
COMMUNITY DEVELOPMENT BLOCK GRANT FUND (140)			
Community Center Theatre/Phase III-V	140-3723	\$11,147	Revenue related to CIP 626 ADA Compliance/Community Center Theatre
Total Community Development Block Grant Fund		\$11, 147	

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
GRANTS FUND (150)			
Wildlife Conservation Grant	150-3529	\$52,333	Revenue related to CIP 630 Pier Renovation Phase III
Per Capita Grant	150-3543	\$220,000	Revenue related to CIP 630 Pier Renovation Phase III
Roberti-Z'Berg Grant	150-3544	\$51,991	Revenue related to CIP 630 Pier Renovation Phase III
Total Grants Fund		\$324,324	

OFFICE OF TRAFFIC SAFETY GRANT FUND (151)

Ticket Writer/Traffic Management Grant	151-3565	\$174,354	Revenue related to Ticket Writer/Traffic Management Grant
Total Office of Traffic Safety Grant Fund		\$174,354	

ADDITIONAL APPROPRIATIONS TO 2004-05

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
MYRTLE DISTRICT ADMIN EXPENSE FUND (137)			
Administrative Charges			
Contract Services/Private	137-1219-4201	\$1,500	2003-04 reports not billed until 2004-05
Total Myrtle District Admin Expense Fund		\$1,500	
LOMA DISTRICT ADMIN EXPENSE FUND (138)			
Administrative Charges			
Contract Services/Private	138-1219-4201	\$1,500	2003-04 reports not billed until 2004-05
Total Loma District Admin Expense Fund		\$1,500	

<u>FUND/DEPARTMENT</u>	<u>ACCOUNT#</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
BEACH DRIVE ASSESSMENT DISTRICT ADMIN EXPENSE FUND (139)			
Administrative Charges Contract Services/Private	139-1219-4201	\$160	First year charges were underestimated at budget prep time.
Total Beach Drive Assessment District Admin Expense Fund		\$160	

ADDITIONAL APPROPRIATIONS TO 2005-06

DOWNTOWN ENHANCEMENT FUND (109)			
Public Works North Pier Parking Structure Contract Services/Private	109-3304-4201	\$8,000	Balance remaining from funds for elevator repair/rewire to be reappropriated for heavy-duty steam/pressure washing of structure and storm drain cleanup.
Total Downtown Enhancement Fund		\$8,000	
SEWER FUND (160)			
Public Works Sewers & Storm Drains Division Contract Services/Private	160-3102-4201	\$30,500	Balance remaining from funds for additional sewer repairs for sewers that collapsed in June to be reappropriated for emergency repairs.
Total Sewer Fund		\$30,500	
EQUIPMENT REPLACEMENT FUND (715)			
Information Systems Contract Services/ Private	715-1206-4201	\$2,400	Funds available from Websense software that was not purchased will be used for increased costs for web hosting.
Total Equipment Replacement Fund		\$2,400	

Respectfully Submitted,

CONCUR:

Viki Copeland
Finance Director

Stephen Burrell
City Manager