



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: Director of Management and Budget James L. Becklenberg

MEETING DATE: June 18, 2008

SUBJECT: CONSIDER INTRODUCTION AND FIRST READING OF AN ORDINANCE TO AMEND THE FISCAL YEAR 2008/09 BUDGET
The City Council adopted the FY 2008/09 budget on May 21, 2008 by Ordinance. Staff has discovered several errors in the budget. Addressing them at this time will ensure that the budget reflects the City Council's plans for services when the budget was adopted.

CEQA STATUS This action does not constitute a "Project" as defined by CEQA.

RECOMMENDATION:

Introduce and hold the first reading on an Ordinance to amend the FY 2008/09 budget.

EXECUTIVE SUMMARY:

The City Council adopted the FY 2008/09 budget on May 21, 2008 by Ordinance (#08-013). Staff has discovered several discrepancies between the City Council's direction from February 2008 and the Budget staff presented in May. The recommended changes include: a) adding several part-time positions, for which funding was included in the budget but position authority was not included. *These changes have no effect on the amount of resources budgeted*, and b) adding one full-time Police Officer position. The adopted budget includes only 22 sworn Police Officer positions instead of the 23 directed by the City Council. This change will add \$111,841 to the Police Department budget.

DISCUSSION:

In February 2008 the City Council approved budget reduction strategies totaling \$2.2 million. The strategies included broad staffing and service reductions that were built into the FY 2008/09 budget. Staff has discovered several discrepancies between the adopted budget and the \$2.2 million plan for savings.

The most significant of these is the omission of one Police Officer position from the budget. The budget reduction plan eliminated three sworn Officer positions, leaving 23, yet the adopted budget mistakenly includes only 22 sworn positions. Restoring the position will add \$111,841 to the Police Department budget.

The other changes involve part-time positions that are funded in the budget, but were not included in the authorized staffing table in the back section of the budget document. To stress this point: *additional funding is not required for these positions*. The positions are necessary for complementing the full-time staff in accomplishing program goals in the budget. In all cases except one, these are positions that were authorized in the FY 2007/08 budget and were not intended for elimination in FY 2008/09. The exception is the Recreation Coordinator I position, whose part-time capacity would complement the only full-time Recreation employee in the FY 2008/09 budget. The part-time positions include:

- Building Maintenance Worker I – 1.5 FTE
- Community Center Attendant – 1.0 FTE
- Recreation Coordinator I – 0.75 FTE
- Pool Manager – 0.5 FTE

Approval of this budget amendment does not constitute a “Project” as that term is defined under the California Environmental Quality Act (CEQA), CEQA Guideline section 15378.

The City Council should review and discuss the draft Ordinance amending the FY 2008/09. The Council may approve or reject the first reading of the draft Ordinance. City Council may direct that the publication of the Ordinance as required by the Charter Article 15 may be satisfied by publication of a summary of the proposed Ordinance, approved by the City Attorney. If approved, the Ordinance shall then be set for second reading at the next Council meeting.

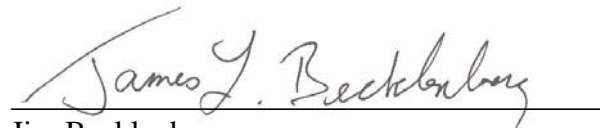
FISCAL IMPACT:

The recommended budget amendment would add \$111,841 to the FY 2008/09 budget.

ATTACHMENTS:

First Reading draft Ordinance amending the FY 2008/09 budget.

RESPECTFULLY SUBMITTED:



Jim Becklenberg
DIRECTOR OF MANAGEMENT AND BUDGET

REVIEWED BY:



Digitally signed: I have reviewed this document

James J. Colangelo
CITY MANAGER

ORDINANCE NO. 08

**ORDINANCE AMENDING THE APPROVED BUDGET OF THE CITY OF
PACIFIC GROVE FOR THE FISCAL YEAR 2008/09**

WHEREAS, the City Council approved the the Fiscal Year 2008/2009 Budget on May 21, 2007 (Ordinance 08-013); and

WHEREAS, the City Manager recommends amendment of that Budget to reflect the City Council's expressed goals for the fiscal year budget; and

WHEREAS, adoption of the Budget does not constitute a "Project" as that term is defined under the California Environmental Quality Act (CEQA), CEQA Guideline section 15378.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF PACIFIC GROVE
DOES ORDAIN AS FOLLOWS:**

SECTION 1. The City Council determines each of the Findings set forth above to be true and correct, and by this reference incorporates those Findings as an integral part of this Ordinance.

SECTION 2. The Fiscal Year 2008/09 Budget is hereby amended as follows:

- Authorize one additional Police Officer position and increase the Police Department budget by \$111,841.

The following part-time positions shall be authorized, for which no additional funding is necessary:

- Building Maintenance Worker I – 1.5 FTE
- Community Center Attendant – 1.0 FTE
- Recreation Coordinator I – 0.75 FTE
- Pool Manager – 0.5 FTE

In all other respects, the Fiscal Year 2008/09 Budget is republished and shall remain unchanged.

SECTION 3. If any provision, section, paragraph, sentence, clause or phrase of this ordinance, or any part thereof, or the application thereof to any person or circumstance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, or any part thereof, or its application to other persons or circumstances. The City Council hereby declares that it would have passed and adopted each provision, section, paragraph, subparagraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, paragraphs, subparagraphs, sentences, clauses or phrases, or the application thereof to any person or circumstance, be declared invalid or unconstitutional.

SECTION 4. This ordinance shall become effective on the thirtieth (30th) day following passage and adoption hereof.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this _____, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

DANIEL E. CORT, Mayor

ATTEST:

CHARLENE WISEMAN, City Clerk

APPROVED AS TO FORM:

DAVID C. LAREDO, City Attorney

ATTACHMENT 1

The Fiscal Year 2007/2008 Budget is hereby amended as follows:

- a. Adjust the distribution of General Fund resources among department budgets as shown in the table below.**

	2007/08 Budget	Adjustment amount	2007/08 Adjusted budget
City Council	\$300,289	\$0	\$300,289
City Attorney's Office	\$284,350	\$100,000	\$384,350
City Manager's Office	\$860,446	\$0	\$860,446
Finance (with Information Systems)	\$954,146	\$0	\$954,146
Community Development	\$1,077,989	\$50,000	\$1,127,989
Police	\$4,718,643	\$150,000	\$4,868,643
Fire	\$2,956,448	\$0	\$2,956,448
Library	\$953,350	\$0	\$953,350
Museum	\$282,981	\$0	\$282,981
Recreation	\$959,631	-\$150,000	\$809,631
Public Works	\$2,090,280	-\$150,000	\$1,940,280
Expenditures Total	\$15,438,552	\$0	\$15,438,552
Total transfers to other funds	\$1,060,492	\$0	\$1,060,492
TOTAL EXPEND. AND TRANS. OUT	<i>\$16,499,044</i>	<i>\$0</i>	<i>\$16,499,044</i>

- b. Increase the Public Safety Augmentation Fund expenditure budget by \$20,744.**
- c. Increase the Storm water management fund expenditure budget by \$113,000.**
- d. Increase the Butterfly Bonds fund budget by \$1.**
- e. Increase the workers compensation fund budget by \$150,000.**