City Council Agenda

Special Meeting

Bell City Council

Wednesday, April 25, 2012

6:00 PM

Bell Community Center
6250 Pine Avenue

Ali Saleh
Mayor

Violeta Alvarez
Vice Mayor

Danny Harber
Council Member

Ana Maria Quintana
Council Member

Nestor E. Valencia
Council Member

Welcome to the City Council Meeting

The Bell City Council and staff welcome you. This is your City Government. Individual participation is a basic part of American Democracy and all Bell residents are encouraged to attend meetings of the City Council. Regular City Council meetings are held the first and third Wednesday of the month at 7:00 p.m., Bell Council Chambers, 6330 Pine Avenue. For more information, you may call City Hall during regular business hours 8:00 a.m. to 4:00 p.m., Monday through Friday at (323) 588-6211 Extension 217.

City Council Organization

There are five City Council members, one of whom serves as Mayor and is the presiding officer of the City Council. These are your elected representatives who act as a Board of Directors for the City of Bell. City Council members are like you, concerned residents of the community who provide guidance in the operation of your City.

Addressing the City Council

If you wish to speak to the City Council on any item which is listed or not listed on the City Council Agenda, please complete a *Request to Speak Card* available in the back of the City Council Chambers. Please submit the completed card to the City Clerk prior to the meeting. The Mayor will call you to the microphone at the appropriate time if you have filled out a *Request to Speak Card*. At that time, please approach the podium, clearly state your name and address, and proceed to make your comments.

Compliance with Americans with Disabilities Act

The City of Bell, in complying with the Americans with Disabilities Act (ADA), request individuals who require special accommodation(s) to access, attend, and or participate in a City meeting due to disability. Please contact the City Clerk's Office, (323) 588-6211, Ext. 217, at least one business day prior to the scheduled meeting to insure that we may assist you.

Statement Regarding Compensation for Members of the Bell City Council

Compensation for the members of the Bell City Council is $673 a month. In accordance with Government Code Section 54952.3, Councilmembers will not receive any additional compensation or stipend for the convening of the following regular meetings: Successor Agency to the Bell Community Redevelopment Agency, the Bell Community Housing Authority, the Bell Public Finance Authority, the Bell Surplus Property Authority, the Bell Solid Waste Authority, and the Planning Commission.

Special Meeting of
Bell City Council

April 25, 2012

6:00 P.M.

Bell Community Center
6250 Pine Avenue

Call to Order

Roll Call of the City Council in their capacities as Councilmembers: Alvarez, Quintana, Valencia, Harber, Saleh

Pledge of Allegiance to the Flag.

Communications from the Public on Agenda Items Only

This is the time for members of the public to address the City Council only on items that are listed on the Agenda.

Agenda

1. 2012-13 Budget Preparation Update – to be distributed Tuesday, April 24, 2012.

2. Capital Improvement Program Update

3. Review of CPS HR Classification Study

Adjournment

Next Regular Meeting, Wednesday, May 2, 2012.

I, Patricia Healy, CMC, Interim City Clerk of the City of Bell, certify that a true, accurate copy of the foregoing agenda was posted on April 20, 2012 at least twenty-four hours prior to the meeting as required by law.

Patricia Healy, CMC
Interim City Clerk

Materials for Item #1 to be available

Tuesday, April 24, 2012

CITY OF BELL

AGENDA REPORT

DATE: April 25, 2012

TO: Mayor and Members of the City Council

FROM: Arne Croce, Interim Chief Administrative Officer

APPROVED BY: _____

Arne Croce, Interim Chief Administrative Officer

SUBJECT: Update on the City's Capital Improvement Program (CIP)

BACKGROUND

The City's budget is comprised of both the operating budget, funding necessary to support the provision of day to day services, and the capital budget, funding maintenance and improvements to the City's infrastructure. Most of the public attention is focused on the operating budget, as this reflects current community needs and expectations. The capital budget is of equal if not greater importance, as it funds projects that will allow the City to maintain current services into the future and undertake community projects that improve the quality of life for residents. Street resurfacing and turf replacement projects are examples of projects that sustain services into the future. The addition of a new recreation field is an example of a project that improves the quality of life.

Unfortunately many Cities ignore the capital budget under the pressure of maintaining current services. This practice leads ultimately leads to the deterioration of the physical infrastructure and increases the costs required to replace or repair the infrastructure. As capital projects reflect long-range planning and may take more than one year to develop and complete, Cities develop multi-year Capital Improvement Programs (CIPs). With the limitations most cities face in general revenue, most, if not all, capital projects are funded with non-general fund revenue.

The City Engineer will present an update on the capital projects included in the 2011-12 budget, preview the projects that are proposed for inclusion in the 2012-13 budget and review important projects that are without identified funding.

CITY OF BELL

AGENDA REPORT

DATE: April 25, 2012

TO: Mayor and Members of the City Council

FROM: Arne Croce, Interim Chief Administrative Officer

APPROVED BY: _____

Arne Croce, Interim Chief Administrative Officer

SUBJECT: Classification Report prepared by CPS HR Consulting

PURPOSE

This is presented as a study item for the Council to understand the results of the Classification study performed by CPS HR and ask questions of the consultants and staff. At a later date, currently scheduled for a Special Meeting on May 23, 2012, staff will bring a Classification Plan for adoption to the City Council.

BACKGROUND

One of the City Council's initiatives this fiscal year was to establish an effective classification and compensation system as an important building block in creating a more effective and efficient organization. CPS HR Consulting was awarded a contract on October 26, 2011 to complete a comprehensive classification study for full time non-sworn employees and a compensation (salary and benefits) study for all employees. This report presents their Classification findings and recommendations.

CPS HR Consulting has prepared comprehensive class specifications for the City of Bell and has provided a template that may be used in the future to create and/or modify class specifications to reflect organizational change. Individual positions that are sufficiently similar in essential duties and qualifications have been grouped and assigned to the same class.

This report will now be used by City management to prepare a recommended classification plan for the City Council. There will be changes in some classification recommendations from what is in the CPS-HR report. The classifications represent duties and responsibilities that were being performed at the time position description questionnaires (PDQs) were completed in November, 2011. In developing the optimum organizational structure for the City, some jobs will be changed in their scope. The ongoing maintenance of the classification specifications will be a City of Bell responsibility.

The introduction of written class specifications provides an internal management tool for the future and also helps restore public trust by having such information available to the public.