



### **BUDGET PURPOSE AND ORGANIZATION**

A. **Balanced Budget.** The City will maintain a balanced budget. This means that:

1. Operating revenues must fully cover operating expenditures, including debt service.
2. Ending fund balance must meet minimum policy levels or other target levels established by the Council for the fiscal year.

Under this policy, it is allowable for total expenditures to exceed revenues in a given year or over a specified period of time (e.g., managed structural deficit); however, in this situation, beginning fund balance should only be used to fund capital improvement plan projects, organizational improvements, economic development programming or other "one-time," non-recurring expenditures.

See *Fund Balance and Reserves* policies that follow for description of other circumstances appropriate to the use of beginning fund balance.

B. **Council Goal-Setting, Transparency and Meaningful Community Engagement in the Budget Process.** The Council will set goals for the coming year early in the budget process that provides transparent and clear policy direction in linking goals with resources. The community will be provided with meaningful opportunities to be engaged in the goal-setting and budget process. Toward this end, a minimum of two (2) public meetings (Town Hall meetings) shall be conducted to encourage community engagement.

C. **Budget Objectives.** Through its Budget, the City will link resources with goals and results by:

1. Identifying community needs for essential services.
2. Organizing the programs required to provide these essential services.
3. Establishing program policies and goals, which define the nature and level of program services required.
4. Identifying activities performed in delivering program services.
5. Proposing objectives for improving the delivery of program services.
6. Identifying and appropriating the resources required to perform program activities and accomplish program objectives.
7. Setting standards to measure and evaluate the:
  - a. Output of program activities.
  - b. Accomplishment of program objectives.
  - c. Expenditure of program appropriations.

D. **Measurable Objectives.** The Budget will establish measurable program objectives and allow reasonable time to accomplish those objectives.

E. **Goal Status Reports.** The status of major program objectives will be formally reported to the Council on an ongoing, periodic basis.



## Budget and Fiscal Policies

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D. **Measurable Objectives.** The Budget will establish measurable program objectives and allow reasonable time to accomplish those objectives.

E. **Goal Status Reports.** The status of major program objectives will be formally reported to the Council on an ongoing, periodic basis.

F. **Mid-Year Budget Reviews.** The Council will formally review the City's fiscal condition, and amend appropriations if necessary, six months after the beginning of each fiscal year.

## **FUND BALANCE AND RESERVES**

A. **General Fund Minimum Fund Balance.** The City will strive to maintain a minimum unassigned fund balance of at least 25% of operating expenditures in the General Fund. This represents 90 days of cash flow and is based on the GFOA's draft methodology for setting reserve levels in adequately providing for:

1. Economic uncertainties, local disasters and other financial hardships or downturns in the local or national economy.
2. Contingencies for unseen operating or capital needs.
3. Unfunded liabilities such as self-insurance, pensions and retiree health obligations.
4. Institutional changes, such as State budget takeaways and unfunded mandates.
5. Cash flow requirements.

Whenever the City's General Fund reserves fall below this target, the City will strive to restore reserves to this level within five years. As revenues versus expenditures improve, the City will allocate about half to reserve restoration, with the balance available to fund outstanding liabilities, asset replacements, service levels restoration, new operating programs or capital improvement projects.

Circumstances where taking reserves below policy levels would be appropriate include responding to the risks that reserves are intended to mitigate, such as:

- One time uses in meeting cash flow needs; closing a projected short-term revenue-expenditure gap; responding to unexpected expenditure requirements or revenue shortfalls; and making investments in human resources, technology, liability reductions, economic development and revenue base improvements, productivity improvements and other strategies that will strengthen City revenues or reduce future costs.
- Where a forecast show an ongoing structural gap, in providing a strategic bridge to the future.

B. **Facilities, Equipment, Fleet and Infrastructure Replacement.** The City will establish an Asset Replacement Fund and strive to set annually aside funds to provide for the timely replacement of long-lived capital assets such as facilities, equipment, vehicles and infrastructure. The annual contribution to this fund will generally be based on the annual use allowance or depreciation, which is determined based on the estimated life of the asset vehicle or equipment and its original purchase cost. Interest earnings and sales of surplus equipment as well as any related damage and insurance recoveries will be credited to this fund.

C. **Future Capital Project Fund Balance Assignments.** The Council may assign specific fund balance levels for future development of capital projects that it has determined to be in the best long-term interests of the City.

## **Budget and Fiscal Policies**

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- D. **Other Commitments and Assignments.** In addition to the assignments noted above, fund balance levels will be sufficient to meet funding requirements for projects approved in prior years which are carried forward into the new year; debt service reserve requirements; commitments for encumbrances; and other reserves, commitments or assignments required by contractual obligations, state law or generally accepted accounting principles.

## **GENERAL REVENUE MANAGEMENT**

- A. **Current Revenues for Current Uses; One-Time Revenues for One-Time Purposes.** The City will make all current expenditures with current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues or rolling over short-term debt. The City will avoid using one-time revenues to fund ongoing program costs.
- B. **Revenue Distribution.** The Council recognizes that generally accepted accounting principles for state and local governments discourage the “earmarking” of General Fund revenues, and accordingly, the practice of designating General Fund revenues for specific programs should be minimized in the City's management of its fiscal affairs. In those cases where it does occur, the basis and methodology for earmarking should be clearly articulated in the City's Budget and Fiscal Policies.
- C. **Special Tax and Assessment Levies.** The City will seek to lower special tax rates and assessments whenever possible through expenditure reductions and other cost containment strategies. However, the City will not use General Fund resources to subsidize reductions in allowable levies in the General Obligation Bond Fund, Retirement Fund, Assessment Districts or other similar funds.

## **FINANCIAL REPORTING AND BUDGET ADMINISTRATION**

- A. **Annual Reporting.** The City will prepare annual financial statements as follows:
1. In accordance with Charter requirements, the City will contract for an annual audit by a qualified independent certified public accountant. The City will strive for an unqualified auditors' opinion.
  2. The City will use generally accepted accounting principles in preparing its annual financial statements and will strive to meet the requirements of the Award for Excellence in Financial Reporting program of the Government Finance Officers Association of the United States and Canada (GFOA).
  3. The City will issue audited financial statements within 180 days after year-end.
- B. **Interim Reporting.** The City will prepare and issue timely interim reports on the City's fiscal status to the Council and staff. This includes on-line access to the City's financial management system by City staff; monthly reports to program managers; more formal quarterly reports to the Council and Department Heads; mid-year budget reviews; and interim annual reports.
- C. **Budget Administration.** As set forth in the City Charter, the Council may amend or supplement the budget at any time after its adoption by majority vote of the Council members. The City Manager has the authority to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor affect budgeted year-end fund balances.

## **USER FEE COST RECOVERY**

### **A. Ongoing Review**

Fees should be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery. In implementing this goal, a comprehensive analysis of City costs and fees should be made at least every five years. In the interim, fees will be adjusted by annual changes in the Consumer Price Index as well whenever there have been significant changes in the method, level or cost of service delivery.

### **B. User Fee Cost Recovery Levels**

In setting user fees and cost recovery levels, the following factors will be considered:

1. ***Community-Wide Versus Special Benefit.*** The level of user fee cost recovery should consider the *community-wide* versus *special service* nature of the program or activity. The use of general-purpose revenues is appropriate for community-wide services, while user fees are appropriate for services that are of special benefit to easily identified individuals or groups.
2. ***Service Recipient Versus Service Driver.*** After considering community-wide versus special benefit of the service, the concept of *service recipient* versus *service driver* should also be considered. For example, it could be argued that the applicant is not the beneficiary of the City's development review efforts: the community is the primary beneficiary. However, the applicant is the *driver* of development review costs, and as such, cost recovery from the applicant is appropriate.
3. ***Effect of Pricing on the Demand for Services.*** The level of cost recovery and related pricing of services can significantly affect the demand and subsequent level of services provided. At full cost recovery, this has the specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not overly-stimulated by artificially low prices.

Conversely, high levels of cost recovery will negatively impact the delivery of services to lower income groups. This negative feature is especially pronounced, and works against public policy, if the services are specifically targeted to low income groups.

4. ***Feasibility of Collection and Recovery.*** Although it may be determined that a high level of cost recovery may be appropriate for specific services, it may be impractical or too costly to establish a system to identify and charge the user.

### **C. Factors Favoring Low Cost Recovery Levels**

1. There is *no* intended relationship between the amount paid and the benefit received. Almost all "social service" programs fall into this category as it is *expected* that one group will subsidize another.
2. Collecting fees is not cost-effective or will significantly impact the efficient delivery of the service.

## **Budget and Fiscal Policies**

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3. There is *no* intent to limit the use of (or entitlement to) the service. Again, most "social service" programs fit into this category as well as many public safety (police and fire) emergency response services.
4. Collecting fees would discourage compliance with regulatory requirements and adherence is primarily self-identified, and as such, failure to comply would not be readily detected by the City. Many small-scale licenses and permits might fall into this category.

### **D. Factors Favoring High Cost Recovery Levels**

1. The service is similar to services provided through the private sector.
2. Other private or public sector alternatives could or do exist for the delivery of the service.
3. For equity or demand management purposes, it is intended that there be a direct relationship between the amount paid and the level and cost of the service received.
4. The use of the service is specifically discouraged. Police responses to disturbances or false alarms might fall into this category.
5. The service is regulatory in nature and voluntary compliance is not expected to be the primary method of detecting failure to meet regulatory requirements. Building permit, plan checks, and subdivision review fees for large projects would fall into this category.

### **E. General Concepts Regarding the Use of Service Charges**

1. Revenues should not exceed the reasonable cost of providing the service.
2. Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs and organization-wide support costs.
3. The method of assessing and collecting fees should be as simple as possible in order to reduce the administrative cost of collection.
4. A unified approach should be used in determining cost recovery levels for various programs based on the factors discussed above.

### **F. Low Cost-Recovery Services**

Based on the criteria discussed above, the following types of services should have very low cost recovery goals. In selected circumstances, there may be specific activities within the broad scope of services provided that should have user charges associated with them.

1. Delivering public safety emergency response services such as police patrol services and fire suppression.
2. Maintaining and developing public facilities that are provided on a uniform, community-wide basis such as streets, parks and general-purpose buildings.
3. Providing social service programs and economic development activities.

### **G. Recreation Programs**

## **Budget and Fiscal Policies**

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1. Cost recovery for activities directed to adults should be relatively high.
2. Cost recovery for activities directed to youth and seniors should be relatively low. In those circumstances where services are similar to those provided in the private sector, cost recovery levels should be higher.
3. For cost recovery activities of less than 100%, there should generally be a differential in rates between residents and non-residents. However, the Community Services Director is authorized to reduce or eliminate non-resident fee differentials when this is reducing attendance and thus cost recovery and there are no appreciable expenditure savings from the reduced attendance.
4. The Community Services Director is authorized to offer reduced fees such as introductory rates, family discounts and coupon discounts on a pilot basis (not to exceed 18 months) to promote new recreation programs or reenergize existing ones .

### **H. Development Review Programs**

Cost recovery for planning, building and safety (building permits, structural plan checks, inspections) and engineering (public improvement plan checks, inspections, subdivision requirements, encroachments) services should be very high: in most instances it should be 100%.

### **I. Comparability With Other Communities**

Surveys of fees charged by other comparable agencies should not be the sole or primary criteria in setting City fees. As outlined below, there are many factors that affect how and why other communities have set their fees at their levels. Accordingly, comparability of Bell's fees to other communities should be one factor among many that is considered in setting City fees.

- a. What level of cost recovery is their fee intended to achieve compared with our cost recovery objectives?
- b. What costs have been considered in computing the fees?
- c. When was the last time that their fees were comprehensively evaluated?
- d. What level of service do they provide compared with our service or performance standards?
- e. Is their rate structure significantly different than ours and what is it intended to achieve?

## **CONTRACTING FOR SERVICES**

### **A. General Policy Guidelines**

1. Contracting with the private sector for the delivery of services provides the City with a significant opportunity for cost containment and productivity enhancements. As such, the City is committed to using private sector resources in delivering municipal services as a key element in its continuing efforts to provide cost-effective programs.
2. Private sector contracting approaches under this policy include construction projects, professional services, outside employment agencies and ongoing operating and maintenance services.
3. In evaluating the costs of private sector contracts compared with in-house performance of the service, indirect, direct, and contract administration costs of the City will be identified and considered.
4. Whenever private sector providers are available and can meet established service levels, they will be seriously considered as viable service delivery alternatives using the evaluation criteria outlined below.
5. For programs and activities currently provided by City employees, conversions to contract services will generally be made through attrition, reassignment or absorption by the contractor.

### **B. Evaluation Criteria**

Within the general policy guidelines stated above, the cost-effectiveness of contract services in meeting established service levels will be determined on a case-by-case basis using the following criteria:

1. Is a sufficient private sector market available to competitively deliver this service and assure a reasonable range of alternative service providers?
2. Can the contract be effectively and efficiently administered?
3. What are the consequences if the contractor fails to perform, and can the contract reasonably be written to compensate the City for any such damages?
4. Can a private sector contractor better respond to expansions, contractions or special requirements of the service?
5. Can the work scope be sufficiently defined to ensure that competing proposals can be fairly and fully evaluated, as well as the contractor's performance after bid award?
6. Does the use of contract services provide us with an opportunity to redefine service levels?
7. Will the contract limit our ability to deliver emergency or other high priority services?
8. Overall, can the City successfully delegate the performance of the service but still retain accountability and responsibility for its delivery?



## **Basis of Assumption for Significant General Fund Revenue Estimations**

Of the \$12,816,532 the General Fund is projected to collect as revenue during FY 2016 \$11,602,900 or 91 % of the total will be collected by 10 revenue items. It can be said that if we understand the nature of these “top ten” revenue items, we go a long way toward understanding the City of Bell’s General Fund.

**Property Taxes, \$4,209,662** –Property taxes are not received in equal monthly payments during the fiscal year. Property taxes are received in their largest allocations in December and April. The December 20<sup>th</sup> 40% secured advance payment is the critical barometer of annual performance.

The \$4 million displayed above is somewhat deceptive with regard to the City’s financial health vis-à-vis the property tax. This is so because \$3.3 million of the amount is attributable to the Property Tax/Vehicle License Fee Swap effectuated in 2004. The Swap is remitted in two payments each year (January and May) from the County. The estimation is made by our consultant firm, HDL, and is premised upon linear estimation that straddles the cost of living index.

The City’s secured property tax portion is a smallish \$903,087. It turns out that Bell shares in only 5.4% of the property tax dollar paid by the homeowner. This shared portion is the 3<sup>rd</sup> lowest in Los Angeles County. This is indeed a sad irony, because the City is a high-tax City when viewed from an “all in” perspective. The GO Bond levy, Retirement Tax levy, Sewer assessment and Landscape and Lighting assessment conspire to create an expensive property tax bill for residents, yet we retain little from the base 1% levy.

The secured estimation rests upon estimated receipts for FY 2015 adjusted by a modest 2% growth in assessed value.

**Utility Users Taxes, \$3,090,000** – In FY 2016 an approximate 23% of the General Fund’s revenue collections will find derivation from the 10% consumption tax on telephone, water, electricity and gas use by residents and businesses. No Cost-indexed increase is assumed for electricity and gas collection due to less usage from the residents.

**Sales Taxes, \$2,092,913** -- The base, Bradley-Burns sales tax, the Public Safety Augmentation sales tax and the Property Tax/“Triple Flip” payment make up the category of sales taxes. In 2005, when the State of California issued bonds to finance its budgetary deficit, it altered the distribution of sales taxes by substituting the VLF/“Triple Flip” payment. Sales tax proceeds are received each month; the Triple Flip is received in equal increments in January and May of each year.

The base, Bradley-Burns sales tax makes up \$1,667,983 of estimated collections. Receipts are projected to decrease by 9.4% per Hal, our sales tax consultant.

**Franchise Taxes, \$613,355**– The City collects a 5% franchise fee from the Southern California Water Company, SoCal Edison, SoCal Gas, Time Warner Cable and Consolidated Refuse. Franchise fees are paid once each year (in April) by most providers. Consolidated pays each month and Time Warner pays quarterly. Cost-indexed increase of 2% is assumed for electricity and gas collection. Proceeds from the Cable television UUT assume a growth trend predicated on an improving economy.

**Parking Citations and Parking Bail, \$495,000** – Parking citations are issued by the Police Department, collected and processed with the assistance of service provided the City of Inglewood. Parking citations income has decreased significantly under collections enjoyed the three-year period between FY 10 through FY 12 with the elimination of dedicated motor officers from the Police Department’s deployment scheme.

**Business Licenses, \$351,150** – Collections in this category have been roughly level over a three-year period. We are neither losing nor gaining ground in business development and retention. The renewal period for the City’s business licenses begins on January 1<sup>st</sup> or each year.

**Vehicle Code Fines, \$110,160** – Code fines result from “moving violations” issued by police officers. Collections have held constant over the four-year period, we are expecting increase the fines collection increase after the hiring the new motor officer.

**Building Permits, \$285,000, Plan Checks \$125,460** – Plan checking is the necessary precursor to building permit issuance. After a two-year period marked by a spike in performance owing to the development of the Bell Business Park, collections increase this year to more modest levels.

**Rents & Concessions, \$230,200** --Major revenues come from the rental for the park facilities with several of functions and activities.

## **Legal Requirements and Budgetary Basis of Accounting**

### **Legal Requirements Regarding Annual Budget**

Article XI of the City Charter establishes that the fiscal year of the Bell City government begins on July 1 each year. At least 35 days prior, by May 26, the City Manager shall submit to the City Council the proposed budget. "After reviewing the same and making such revisions as it may deem advisable," the City Council shall conduct a public hearing to consider the proposed budget.

At the conclusion of the public hearing the City Council shall "further consider the proposed budget and make any revisions thereof that it may deem advisable and on or before June 30 it shall adopt the budget."

With regard to budgetary control after adoption of the budget, the City Council may amend or supplement the budget by motion adopted by a majority of its members. There is also an administrative authority over the budget: the City Manager is authorized to approve transfers between expenditure line-item accounts as long as the total expenditure appropriation, at the fund level, remains unchanged.

All appropriations lapse at year end to the extent they are not expended. Re-appropriation of purchase orders or encumbrances are budget adjustments that must be effectuated by the City Council.

### **Basis of Budgetary Accounting**

The City's accounting records are maintained in accordance with Generally Accepted Accounting Principles (GAAP), as established by the Governmental Accounting Standards Board (GASB).

The budgets of governmental funds (General Fund, Special Revenue Funds, Debt Service Funds and Capital Projects Funds) are prepared on a modified accrual basis, wherein revenues are recognized when they become measurable and available, and expenditures are recorded when the related liability is incurred, except that principal and interest payments on general long-term debt are recognized when due. Revenue availability criteria are defined as collectible within the current period of soon enough thereafter to be used to pay liabilities of the current period (that is, sixty days after fiscal year-end).

Budgets for proprietary funds (Internal Service Funds and Enterprise Funds) – of which the City of Bell currently does not operate – are prepared on a full-accrual basis. In these cases revenues are recognized when earned, and expenses are recognized when they are incurred.

**CITY OF BELL  
FISCAL YEAR 2015-16**

**Budget Preparation Calendar**

February 25 <sup>th</sup> – Wednesday	Midyear Financial Performance Review presentation to City Council.
March 17 <sup>th</sup> - Tuesday	Department Directors begin editing “narrative” portions of budget pages.
April 13 <sup>th</sup> - Monday	Department Directors begin assembly of operating and capital improvement “numbers” budget proposals for City Manager’s review.
April 20 <sup>th</sup> & 21 <sup>st</sup> – (Monday & Tuesday)	City Manager meets with individual Department (Will be scheduled by City Manager with each Dept. Head)
April 23 <sup>rd</sup> - Thursday	Operating budget proposal and capital improvement proposals deadline.
April 29 <sup>th</sup> –Wednesday, 6 PM	First Community “Town Hall” Meeting @ Community Center
April 30 <sup>th</sup> -Thursday	City Manager’s review of budget proposals with Department Directors.
May 11 <sup>th</sup> –Monday, 6 PM	City Council First Budget Workshop (Special Meeting)
May 22 <sup>nd</sup> -Friday	City Manager’s Proposed FY 2015 Budget published
May 26 <sup>th</sup> –Tuesday, 6 PM	Second Community “Town Hall” Meeting @ Community Center
June 8 <sup>th</sup> –Thursday, 6 PM	City Council Second Budget Workshop (Special Meeting)
June 10 <sup>th</sup> , Wednesday, 7 PM	City Council consideration of City Manager’s Proposed Budget (Regular Meeting)
June 22 <sup>nd</sup> , Monday, 6 PM	City Council Third Budget Workshop (Special Meeting)
June 24 <sup>th</sup> . Wednesday, 7PM	City Council received and filed of City Manager’s Proposed Budget (Regular Meeting)
June 29 <sup>th</sup> , Monday, 6:30PM	City Council Fourth Budget Workshop (Special Meeting)
July 6 <sup>th</sup> , Monday, 6:30PM	City Council Fifth Budget Workshop (Special Meeting)
July 22 <sup>nd</sup> , Wednesday, 7 PM	City Council adoption of FY 2015-16 Budget

City of Bell  
Outstanding Bonded Debt Service Requirements at June 30, 2013

Issue Date	Issuer	Description	Issue Amount	Final Maturity Date	Payment Dates			Fiscal Year 2013-14			Funding Source	Total Outstanding Principal	Total Outstanding Interest	Total Outstanding
					Principal	Interest	Coupon	Principal \$	Interest \$	Total \$				
2/1/1998	PFA	1998 Certificates of Participation (Street Improvements)	3,020,000	9/1/2023	Sep	Sep, Mar	5%	125,000.00	83,968.75	208,968.75	General Fund	1,745,000.00	564,137.50	2,309,137.50
10/29/2003	CRA	2003 Tax Allocation Refunding Bonds (Refund 1994 Senior & Subordinate Tax Allocation Bonds)	27,925,000	11/1/2033	Oct	Oct, Apr	4.5% to 5.6%	940,000.00	1,075,006.26	2,015,006.26	Successor Agency	20,835,000.00	11,778,900.18	32,613,900.18
11/1/2004	City	General Obligation Bonds Series 2004 (Acquire, improve, construct public facilities)	15,000,000	8/1/2034	Aug	Aug, Feb	4% to 5%	395,000.00	618,818.76	1,013,818.76	GOB Tax Levy Measure A	13,900,000.00	8,613,350.12	22,513,350.12
12/1/2005	PFA	2005 Taxable Pension Revenue Bonds (Payment of 1998 TPRB & Elimination of Safety Side Fund)	9,225,000	8/1/2019	Aug	Aug, Feb	5.24% to 5.48%	660,000.00	296,111.00	956,111.00	Retirement Levy	5,815,000.00	1,340,444.00	7,155,444.00
10/1/2005	BCHA	2005 Lease Revenue Refunding Bonds (Refund 1995A Rev Bonds & 1995B Subordinated Bonds)	20,790,000	10/1/2036	Oct	Oct, Apr	4% to 5%	430,000.00	864,482.52	1,294,482.52	Mobile Home Park Revenue	18,155,000.00	13,146,990.12	31,301,990.12
8/1/2007	City	General Obligation Bonds * Series 2007 (Acquire, improve, construct public facilities)	18,620,000	8/1/2037	Aug	Aug, Feb	4% to 5%	105,000.00	889,000.00	994,000.00	GOB Tax Levy Measure A	17,895,000.00	15,315,000.00	33,210,000.00
								2,655,000.00	3,827,387.29	6,482,387.29		78,345,000.00	50,758,821.92	129,103,821.92

\* Original Borrowing was \$35,000,000. However, in the aftermath of the Bell scandal, it was recognized that the Rizzo regime assessed a levy inadequate to support the full debt service requirements of Series 2004 and Series 2007. The process of Series 2007 bond "work out," completed in July 2012, reduced borrowing to \$18,620,000 and aligned the GOB levy appropriately.

## A Summary of the City of Bell's Property Taxes

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Bell homeowners and business owners will observe three applications of property taxes on their tax bills.

1. **Base 1% Tax Levy** – The 1% tax levy is limited by the State Constitution to 1% of property value as established by Proposition 13 in 1978. This gross amount paid by the property owner is divided and remitted to many separate taxing jurisdictions. The City of Bell retains only 5.4% of the levy as secured property taxes. This rate of retention is the third lowest in Los Angeles County. The City's annual secured collections are \$500,000.

The Los Angeles County Assessor's Office is responsible for establishing the taxable value of each Bell property. The Assessor's Office assigns value to the land and the permanent improvements on the land (home or business). If, for example, a property is valued at \$75,000, then the corresponding base 1% property tax is calculated as follows:

$$\$75,000 \times 1\% = \$75,000 \times .01 = \$750 \text{ property tax.}$$

The portion remitted to the City of Bell is 5.4% of the property tax. Thus,  $.054 \times \$750 = \$40.50$  remitted to City.

2. **City of Bell Pension Tax Override** – Established by the Bell voters in 1944, the pension override was established to finance the costs of employee pension contributions and post-employment medical premiums. There are twelve cities in Los Angeles County that have pension overrides.

The levy amount is \$.152859 per each \$100 in property value.

Assuming again a property valued at \$75,000, the derivation of the tax is similar to the base property tax levy.  $(\$75,000 \times .152859) / 100 = \$11,464 / 100 = \$114.64$  tax. The City's Retirement Fund was established to account for the tax income and disbursements. All of the pension tax is retained by the City. Annual collections are \$1.9 million.

3. **City of Bell General Obligation Bonds** -- A 2003 City of Bell municipal election authorized the sale of up to \$70 million in General Obligation Bonds (GOBs) to finance construction and improvements of parks and related facilities. In 2004, the City issued \$15 million in bonds. In 2007 it issued another \$35 million. In July of 2012, a portion of the Series 2007 bonds remained unexpended. The City used the unexpended proceeds to pay the tender price of the tendered bonds, defease other bonds, and pay related costs – thereby reducing the borrowing and effectively eliminating the possibility that this tax will ever increase. The debt service extends to 2037.

The levy amount is \$.187554 per each \$100 in property value.

## A Summary of the City of Bell's Property Taxes

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Assuming again a property valued at \$75,000, the derivation of the tax is similar to the base property tax levy.  $(\$75,000 \times .187554) / 100 = \$14,067 / 100 = \$140.67$  tax. The City's Debt Service Fund was established to account for the tax income and disbursements. All of the General Obligation Bonds tax is retained by the City. Annual collections are \$2.1 million.

### **Property Tax Bills**

The Los Angeles County Auditor-Controller issues property tax bills to Bell property owners. The Treasurer-Tax Collector collects the property tax. For unknown reasons, the Auditor-Controller combines the pension tax levy and the GOBs levy on the property tax bill. This presentation consistently creates confusion for property owners.

The combined levies are described on the tax bill as "Bell Measure A-G." The combined levy is .340413.

Proof of the combined levy is derived by adding the pension levy, .152859, to the GOBs levy, .187554. Thus:  $.152859 + .187554 = .340413$ .

## A Summary of the City of Bell's Direct Assessments (Parcel Taxes)

Parcel taxes are a particular type of excise (use) tax that is based on either a flat per-parcel rate or a rate that varies depending on use, size, and/or number of units on each parcel of property. Parcel taxes, unlike ad valorem ("added to value") property taxes, cannot be based on the value of a property. That is a violation of Proposition 13's 1% limit on ad valorem property taxes.

Bell homeowners and business owners will observe two "direct assessments" on their tax bills: (1) Lighting & Landscape District and (2) Sanitary Sewer Maintenance District. "Direct assessment" is the descriptive term that Los Angeles County officials use to describe parcel taxes on the property tax bill.

City of Bell direct assessments are derived from an annual engineer's report that assigns a value to the service provided according to use of the service, the number of dwelling units on a property and, in certain cases, the linear length of property "front footage" (FF).

1. **Lighting & Landscape District** – The maintenance and operation of Citywide landscaping, streetlights, City trees and traffic signals with the City of Bell is of value to all home and business owners. The maintenance and operation of these improvements enhance the value of properties in the City; improve erosion and water control; provide dust abatement; increases public safety (controls sight distance restrictions and fire hazards); improve neighborhood aesthetics; increase traffic safety; and provide enhanced quality of life. The Lighting & Landscaping parcel tax is levied to all properties in the City pursuant to the "Landscaping and Lighting Act of 1972."

For purposes of parcel tax levy, the City is divided into four zones that recognize various levels of estimated benefits received by home and business owners.

- Zone 1. All residential property with 5 or fewer dwelling units: \$55.95 per year.
- Zone 2. All residential property with six or more dwelling units: \$3.67/FF per year.
- Zone 3. All commercial property: \$3.67/FF per year.
- Zone 4. The Trammel Crow District: \$10.74/FF per year.

The City accounts for the receipt and disbursement of District proceeds in a separate accounting fund, the Lighting and Landscaping Fund. Annual income resulting from application of the parcel tax to all City properties is \$450,000.

2. **Sanitary Sewer District** – The maintenance and operation of sewer connections from the point of connection from a residential or commercial property to Los Angeles County sewer system lines is of value to all property owners.

For purposes of parcel tax levy, the City is divided into four zones that recognize various levels of estimated benefits received by home and business owners.

- Zone 1. All residential property with 5 or fewer dwelling units.
- Zone 2. All residential property with six or more dwelling units.

## A Summary of the City of Bell's Direct Assessments (Parcel Taxes)

Zone 3. All commercial property with normal sewer usage.

Zone 4. All commercial property with high sewer usage.

Two distinct types of levy make up this parcel tax. The first, Standby Charges, often called a "readiness to serve" assessment is applied to properties not currently using the sewer service, but for which sewer service is available.

Zone 1. All residential property with 5 or fewer dwelling units: \$12.70 per dwelling unit.

Zone 2. All residential property with six or more dwelling units: \$16.32 per dwelling unit.

Zone 3. All commercial property with normal sewer usage: \$57.92 per parcel.

Zone 4. All commercial property with high sewer usage: \$96.58 per parcel.

The second levy comprises annual sewer service charges for properties using the sewer service.

Zone 1. All residential property with 5 or fewer dwelling units: \$33.12 per dwelling unit.

Zone 2. All residential property with six or more dwelling units: \$42.64 per dwelling unit.

Zone 3. All commercial property with normal sewer usage: \$151.53 per parcel.

Zone 4. All commercial property with high sewer usage: \$252.67 per parcel.

The City accounts for the receipt and disbursement of Sewer District proceeds in a separate accounting fund, the Sewer Maintenance Fund. Annual income resulting from application of the parcel tax to all City properties is \$352,000.

### **Property Tax Bills**

The Los Angeles County Auditor-Controller issues property tax bills to Bell property owners. The County Treasurer-Tax Collects the payments.

The direct assessments are described on the property owner's tax bill below the property tax levies.

## **Implications of Gann Appropriations Limit**

A voter initiative (Proposition 4) passed into law in 1979, and modified by Proposition 111 in 1990, appears in the State Constitution as Article XIII B. Commonly known as the “Gann Limit,” its intended effect is to limit the spending of tax proceeds by government agencies by limiting expenditures. An agency is restricted from approving expenditures in excess of its limit. If a city receives more revenue than the appropriation limit, the revenue must be returned to the taxpayers through a tax reduction or refund. The limit can be increased for an emergency if declared by the Governor.

The limit changes annually. The limit is different for every city. Each year’s limit is based on the amount of tax proceeds that were authorized for expenditure in FY 1978-79 in each city, and modified for changes in inflation and population in each subsequent year. Inflationary adjustments are based on the California’s Department of Finance report on changes in per capita income or the change in non-residential assessed valuation due to new construction. Population adjustments are based on changes in city or county population levels.

The City of Bell’s FY 2016 Appropriation Limit calculation is presented as Exhibit to the Resolution of Adoption (Resolution No. 2015-33). The City’s Limit is \$57,752,783, and its appropriations subject to limit are only \$10,314,473. This means that the City is under the limit by a generous amount: \$47,438,310. Stated alternatively, the City’s appropriations are only 17.86% of the maximum. This is a very comfortable margin for future expenditure growth.

Section 9710 of the California Government Code, added in 1980 by the State Legislature, requires the City Council to adopt the City’s Gann Limit by resolution.

---

DATE: July 15, 2015

TO: Mayor and Members of the City Council

FROM: Shally Lin, Interim Finance Director 

APPROVED BY:   
Jerome Groomes, Interim City Manager

SUBJECT: **Resolution Determining and Establishing an Appropriations Limit for Fiscal Year 2015-16 in Accordance with Article XIII of the California Constitution**

**Recommendation**

Adopt Resolution establishing the City of Bell's 2015-16 Appropriations Limit.

**Background**

The "Gann Initiative" (established by 1979's Proposition 4) restricts the amount of tax-generated monies government entities can spend in a given fiscal year. Incorporated into Article XIII B of the State Constitution, the Gann appropriations limit specifies that appropriations funded by taxes may be increased annually by the higher of the change in California per capita income or nonresidential assessed valuation **and** the change in Bell population Or Los Angeles County population.

**Discussion**

The data used to calculate the City of Bell's 2015-16 limit are the change in California's per capita income 3.82%, and the County of Los Angeles' population growth of 0.82%. The application of these growth factors to the City's 2014-15 appropriations limit, \$55,175,363, produces the City's 2015-16 limit of \$57,752,783.

The margin between the City's limit and its appropriations subject to limit is exceptional. Total budget appropriations subject to limit are \$10,314,473. Thus, the City is \$47,438,310 below the limit. Stated alternatively, the City's FY 2015-16 appropriations are 17.86% of the allowable limit.

**Attachments**

Appropriations (Gann) Limit Calculation  
Resolution 2015-33  
State Department of Finance Price and Population Information

**RESOLUTION NO. 2015-33**

**A RESOLUTION DETERMINING AND ESTABLISHING AN  
APPROPRIATIONS LIMIT FOR FISCAL YEAR 2015-16 IN ACCORDANCE  
WITH ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION AND  
GOVERNMENT CODE SECTION 7910**

**WHEREAS**, Article XIII B was added to the California Constitution at the special State-wide election held November 6, 1979 (commonly known as Proposition 4 or the Gann Limit); and

**WHEREAS**, Government Code Section 7910 was added to Chapter 12.05 by Statute at the Regular Session of the California Legislature; and

**WHEREAS**, Proposition 111, which, among other things, provides new annual adjustment formulas for the Appropriations Limit, was approved by the voters in June, 1990; and

**WHEREAS**, The League of California Cities and the State of California Department of Finance have published population and per capita income growth indexes, as well as guidelines for the uniform application of Proposition 111; and

**WHEREAS**, Government Code Section 7910 requires the governing body of each local jurisdiction to adopt, by resolution, its appropriation limit; and

**WHEREAS**, said appropriations limit must be adhered to in preparing and adopting this City's annual budget.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BELL DOES HEREBY FIND AND RESOLVE AS FOLLOWS:**

**Section 1:** In compliance with Article XIII B of the Constitution of the State of California, and Section 7910 of the Government Code, the City hereby establishes the City's Appropriation Limit for the 2015-16 Fiscal Year to be \$57,752,783.

**Section 2:** In computation of such limits, the City selected the population growth for the County of Los Angeles, .82%, not the City of Bell, .41%, for use in the 2015-16 Fiscal Year.

**Section 3:** In computation of such limits, the City used the change California per capita income, 3.82% and not the change in Bell nonresidential assessed valuation, an amount not available, for the 2015-16 Fiscal Year.

**Section 4:** Said Appropriation Limit shall be adhered to in the City of Bell's budget for the 2015-16 Fiscal Year.

**Section 5:** This resolution shall become effective immediately upon its adoption.

**Section 6:** The City Clerk shall certify to the adoption of this Resolution.

**PASSED, APPROVED AND ADOPTED On July 22, 2015.**

\_\_\_\_\_  
Ali Saleh, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
David Aleshire, City Attorney

**CERTIFICATE OF ATTESTATION AND ORIGINALITY**

I, Angela Bustamante, Interim City Clerk of the City of Bell, hereby attest to and certify that the foregoing resolution is the original resolution adopted by the Bell City Council at its regular meeting held on the 24th day of June 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Angela Bustamante, Interim City Clerk

City of Bell  
 Appropriations (Gann) Limit Calculation  
 Fiscal Year 2015-16

WORKSHEET 1

**I Appropriation Limit**

Prior Year, 2014-15 Adopted Limit		\$55,175,363
Change Factors:		
Change in California Per Capita Income (Note 1)	1.0382	
Change in County of LA Population (Note 2)	1.0082	1.0467
		<hr/>
Current Year, 2015-16 Appropriation Limit		\$57,752,783

**II Appropriations Subject to Limit**

Projected 2015-16 Revenues, General Fund		14,327,827
Less: Non-Proceeds of Taxes		<u>(4,013,354)</u>
Total City Appropriations Subject to Limit		10,314,473

**III Amount Over/(Under) Limit (I - II)** (\$47,438,310)

**IV Total City Appropriations as a % of Limit** 17.86%

Note 1: Change in California per capita income is 3.82%. Optional growth factor, change in non-residential assessed valuation, is not available.

Note 2: County of Los Angeles' population growth, 0.82%, exceeds the City of Bell growth, 0.41%.  
 Total City population as of January 1, 2015 is 36,135.

Proceeds of Taxes

7/15/2015  
WORKSHEET 2

Calculation of  
Proceeds of Taxes  
City of Bell  
FY 2015-16  
Budget

	Total	Proceeds of Taxes	Non-Proceeds of Taxes
<b>Taxes and Assessments:</b>			
Property tax - secured	579,088	579,088	
unsecured	11,500	11,500	
supplemental current & unsecured	50,000	50,000	
prior year sec & unsec	500	500	
prior year supplemental	-	-	
other property tax	12,000	12,000	
Property Tax in Lieu of MVLF	3,306,575	3,306,575	
Sales Tax	1,805,737	1,805,737	
Sales Tax in Lieu	243,176	243,176	
PS Sales Tax (Prop 172)	44,000	44,000	
Franchise - Electric	164,000	164,000	
gas	41,000	41,000	
refuse	288,355	288,355	
suburban water	60,000	60,000	
towing	-	-	
cable tv	60,000	60,000	
Utility Users Tax	3,090,000	3,090,000	
Business License tax & Penalties	396,150	396,150	
Property transfer tax	50,000	50,000	
Apartment Tax	47,000	47,000	
Transient Occupancy Tax	-	-	
Subtotal	10,249,081	10,249,081	-
<b>Intergovernmental</b>			
Motor Vehicle In Lieu	15,000	15,000	
Off-Highway In Lieu	-	-	
Homeowner Property Tax Relief	-	-	
SB 90 Mandates	295,633		295,633
CRA Pass Throughs	250,000		250,000
POST	15,000		15,000
Jail Fees - Irwindale	-		-
Library Service Act (CLSA)	-		-
LA Impact Task Force	-		-
Subtotal	575,633	15,000	560,633
<b>Locally Raised</b>			
Fines and forfeitures	507,860		507,860
Licenses and Permits	355,398		355,398
Rentals	160,200		160,200
Service Charges	836,360		836,360
Other Revenues	62,000		62,000
Subtotal	1,921,818		1,921,818
<b>Other Revenue Sources</b>			
Other Use of Money (CRA interest)	-		-
Operating Transfers In	1,511,295		1,511,295
<b>TOTAL REVENUE</b>	14,257,827	10,264,081	3,993,746
Interest	70,000	50,392	19,608
<b>Total General Fund Revenue</b>	14,327,827	10,314,473	4,013,354

(\* See guidelines regarding Qualified Capital Outlays

Interest Earnings

7/15/2015  
WORKSHEET 3

Interest Earnings  
Produced by Taxes  
City of Bell  
FY 2015-16  
Budget

	Amount	
A. Non-Interest Tax Proceeds	10,264,081	(Worksheet 2)
B. Minus Exclusions	0	(Worksheet 7)
C. Net Invested Taxes	10,264,081	A-B
D. Total Non-Interest Revenue Plus Reserve Withdrawls	14,257,827	(Worksheet 2)
E. Tax Proceeds as a Percent of Budget	71.99%	C/D
F. Interest Earnings	70,000	
G. Amount of Interest Earned from Taxes	50,392	E*F
H. Amount of Interest Earned from Non-Taxes	19,608	F-G
I. Take the result of steps #G and #H Copy onto Worksheet #2		

Limit

7/15/2015  
WORKSHEET 4

Appropriations Subject to Limitation  
City of Bell  
FY 2015-16  
Budget

	Amount	Source
A. Proceeds of Tax	10,314,473	(Worksheet 2)
B. Exclusions	0	(Worksheet 7)
C. Appropriations Subject to Limit	10,314,473	A-B
D. Current Year Limit	57,752,783	(Worksheet 6)
E. Over/(Under) Limit	(47,438,310)	C-D

Calculation

7/15/2015  
WORKSHEET 5

Appropriations Limit  
City of Bell  
FY 2015-16  
Budget

	Amount	Source
A. Last Year's Limit	55,175,363	
B. Adjustment Factors		
1. Population %	1.0082	LA County
2. Inflation %	1.0382	Per Capita Personal Income
Total Adjustment %	1.0467	
C. Annual Adjustment \$	57,752,783	
D. Other Adjustments:		
Lost Responsibility (-)		
Transfer to Private (-)		
Transfer to Fee (-)		
Misc. adjustment to balance		
Assumed Responsibility (+)		
Sub-Total	-	
E. Total Adjustments	2,577,420	C+D-A
F. This Year's Limit	57,752,783	A+E

Population increases  
City of Bell  
FY 2015-16  
Budget

WORKSHEET 6

Use the letters provided by the State each May.

May 2015

Attachment A

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select the most cost-effective living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2015-16 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2015-16	3.82

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2015-16 appropriation limit.

2015-16:

Per Capita Cost of Living Change = 3.82 percent  
Population Change = 0.93 percent

Per Capita Cost of Living converted to a ratio:  $\frac{3.82 + 100}{100} = 1.0382$

Population converted to a ratio:  $\frac{0.93 + 100}{100} = 1.0093$

Calculation of factor for FY 2015-16:  $1.0382 \times 1.0093 = 1.0479$

Per Capita Cost of Living

Fiscal Year 2015-16

Attachment B  
Annual Percent Change in Population Minus Exclusions\*  
January 1, 2014 to January 1, 2015 and Total Population, January 1, 2015

County City	Percent Change 2014-2015	Population Minus Exclusions		Total Population 1-1-2015
		1-1-14	1-1-15	
Los Angeles				
Agoura Hills	0.64	20,635	20,767	20,767
Altadena	0.95	84,736	85,545	85,545
Arroyo	0.41	57,526	57,761	57,761
Arden	0.41	16,605	16,763	16,849
Avalon	0.47	3,822	3,840	3,840
Azusa	2.11	48,405	49,425	49,425
Baldwin Park	0.39	76,749	77,047	77,047
Bell	0.41	35,937	36,135	36,135
Bellflower	0.42	77,777	78,106	78,106
Bell Gardens	0.45	42,685	42,875	42,875
Beverly Hills	0.40	34,693	34,833	34,833

Greater of City or County Population

Fiscal Year 2015-16

Attachment C  
Annual Percent Change in Population Minus Exclusions\*  
January 1, 2014 to January 1, 2015

County	Percent Change 2014-15	Population Minus Exclusions	
		1-1-14	1-1-15
Los Angeles			
Incorporated	0.65	8,930,431	9,075,849
County Total	0.64	10,044,719	10,146,867
Marina			
Incorporated	1.35	75,028	76,043
County Total	1.31	747,466	764,418

Excluded Appropriations  
City of Bell  
FY 2015-16  
Budget

Amount

A. Court Orders  
Because the City is not close  
to the limit, this worksheet is  
not used.

Sub-Total

B. Federal Mandates

Sub-Total

C. Qualified Capital Outlay

Sub-Total

D. Qualified Debt Service

Sub-Total  
Total Excludable  
(Copy to worksheets #3 & #4)



May 2015

Dear Fiscal Officer:

**Subject: Price and Population Information**

### **Appropriations Limit**

The California Revenue and Taxation Code, section 2227, mandates the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2015, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2015-16. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2015-16 appropriations limit. Attachment B provides city and unincorporated county population percentage change. Attachment C provides population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

### **Population Percent Change for Special Districts**

Some special districts must establish an annual appropriations limit. Consult the Revenue and Taxation Code section 2228 for further information regarding the appropriations limit. Article XIII B, section 9(C), of the State Constitution exempts certain special districts from the appropriations limit calculation mandate. The Code and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this issue should be referred to their respective county for clarification, or to their legal representation, or to the law itself. No state agency reviews the local appropriations limits.

### **Population Certification**

The population certification program applies only to cities and counties. Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2015.**

**Please Note:** Prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL COHEN  
Director  
By:

KEELY M. BOSLER  
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2015-16 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2015-16	3.82

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2015-16 appropriation limit.

**2015-16:**

Per Capita Cost of Living Change = 3.82 percent  
 Population Change = 0.93 percent

Per Capita Cost of Living converted to a ratio:  $\frac{3.82 + 100}{100} = 1.0382$

Population converted to a ratio:  $\frac{0.93 + 100}{100} = 1.0093$

Calculation of factor for FY 2015-16:  $1.0382 \times 1.0093 = 1.0479$

Fiscal Year 2015-16

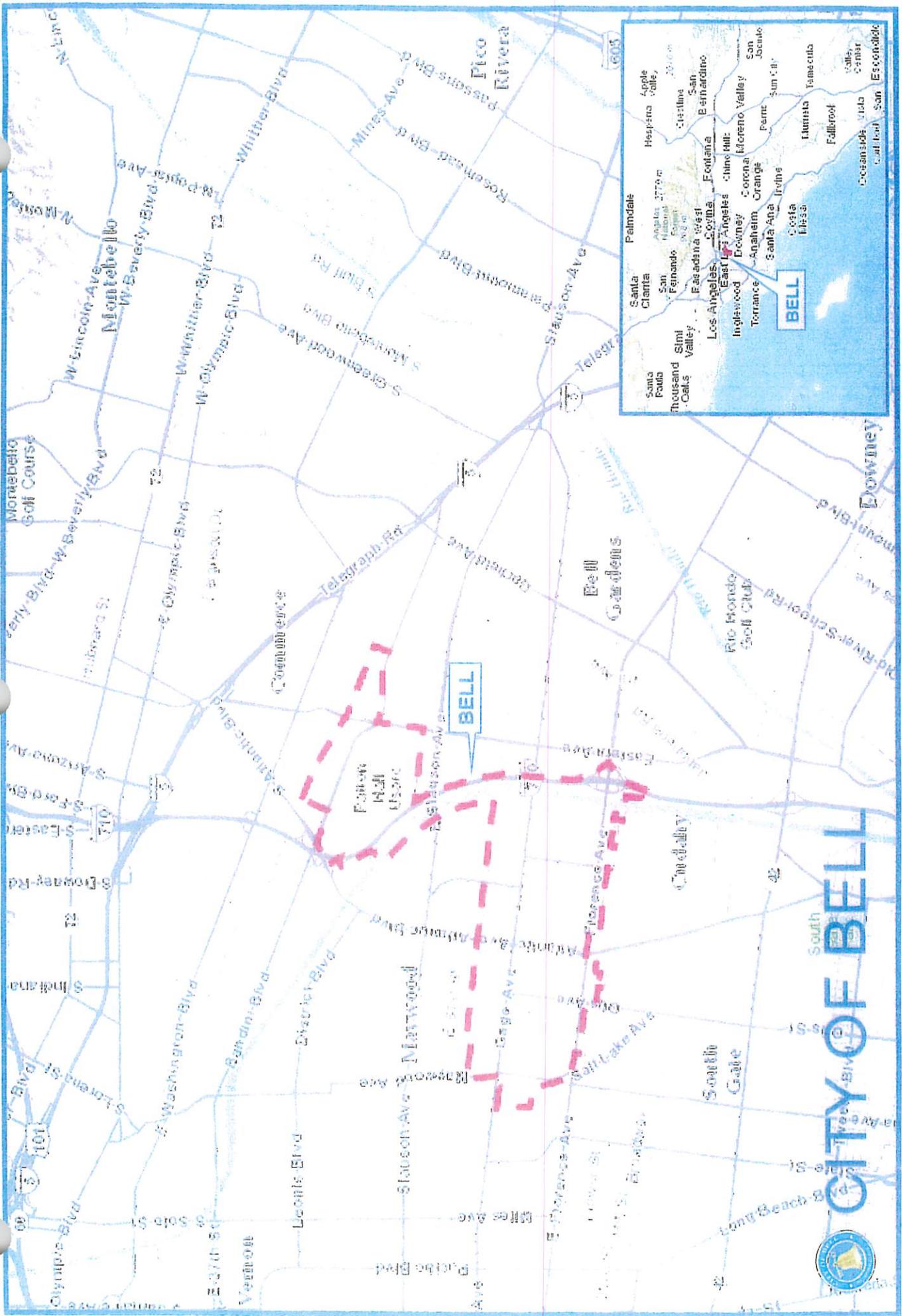
**Attachment B**  
**Annual Percent Change in Population Minus Exclusions\***  
**January 1, 2014 to January 1, 2015 and Total Population, January 1, 2015**

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total</u>
	2014-2015	1-1-14	1-1-15	1-1-2015
Los Angeles				
Agoura Hills	0.64	20,635	20,767	20,767
Alhambra	0.95	64,736	85,545	85,545
Arcadia	0.41	57,526	57,761	57,761
Artesia	0.41	16,695	16,763	16,849
Avalon	0.47	3,822	3,840	3,840
Azusa	2.11	48,405	49,425	49,425
Baldwin Park	0.39	76,749	77,047	77,047
Bell	0.41	35,987	36,135	36,135
Bellflower	0.42	77,777	78,106	78,106
Bell Gardens	0.45	42,685	42,875	42,875
Beverly Hills	0.40	34,693	34,833	34,833
Bradbury	0.46	1,082	1,087	1,087
Burbank	0.46	105,595	106,084	106,084
Calabasas	1.08	23,953	24,212	24,212
Carson	0.51	92,677	93,148	93,148
Cerritos	0.42	49,761	49,968	49,968
Claremont	0.97	35,932	36,282	36,282
Commerce	0.38	13,010	13,060	13,060
Compton	0.39	98,126	98,506	98,506
Covina	0.49	48,640	48,876	48,876
Cudahy	0.49	24,152	24,270	24,270
Culver City	0.44	39,597	39,773	39,773
Diamond Bar	0.43	56,426	56,668	56,668
Downey	0.43	113,417	113,900	113,900
Duarte	0.75	21,677	21,839	21,839
El Monte	0.57	115,118	115,774	115,774
El Segundo	0.57	16,903	17,000	17,000
Gardena	0.51	60,110	60,414	60,414
Glendale	1.67	195,903	199,182	199,182
Glendora	0.29	51,313	51,463	51,463
Hawaiian Gardens	0.57	14,462	14,545	14,545
Hawthorne	1.12	86,685	87,657	87,657
Hermosa Beach	0.07	19,758	19,772	19,772
Hidden Hills	-0.05	1,902	1,901	1,901
Huntington Park	0.43	59,058	59,312	59,312
Industry	0.23	439	440	440
Inglewood	0.43	111,847	112,333	112,333
Inverdale	0.41	1,467	1,473	1,473

\*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

## Community Profile

Government:	Council-Administrator
Incorporated:	November 7, 1927
City Type:	Charter
Area:	2.81 square miles
Population:	35,972 as of January 1, 2014, per California Department of Finance
Registered Voters:	11,253, or 31% of Bell population
Demographics:	Hispanic-92.8%, White-5.9%, Other-1.3%
Business Licenses:	1,458
Parks:	(6) Veterans Memorial Park, Treder Park, Little Bear Park, Debs Park, Pritchard Field and Nueva Vista Park
Libraries:	(1) County owned and operated on property leased by City of Bell
Police Services:	(1) Headquarters- City owned and operated
Fire Services:	(1) Station- County owned and operated
Streets and Roads:	37.5 miles of streets, 3.4 miles of paved alleys, 75 miles of sidewalks, 28 signalized intersections
Transportation:	Local MTA bus service Dial-A-Ride van service La Campana fixed-route service Accessible via the Long Beach (710) freeway
Economic Trends:	Assessed Valuation \$1,533,581,120 as of August 2014 Taxable Retail Sales \$1,672,650,000 in FY 2014-15
Former Redevelopment Project Areas:	Area 1-Adopted June 21, 1976 Area 2-Adopted June 7, 1982 Areas merged and amended, June 1986 Total Acres-670
Community Housing Authority:	Administers (2) two Mobile Home Parks- Bell Mobile Home Park Florence Village Mobile Home Park



# Council Agenda, Special Meeting and Minutes

FY 2015-16

Proposed Budget



# City Council Agenda

Regular Meeting of the

Bell City Council/Bell Community Housing Authority/Successor Agency to the Bell  
Community Redevelopment Agency/ Bell Public Finance Authority/Planning  
Commission

**Wednesday, August 12, 2015**

**6:00 P.M. Closed Session**

**7:00 P.M. Open Session**

Bell Community Center  
6250 Pine Avenue

Ali Saleh  
Mayor

Alicia Romero  
Vice Mayor

Fidencio J. Gallardo  
Council Member

Ana Maria Quintana  
Council Member

Nestor Enrique Valencia  
Council Member

# AGENDA ITEM 10

## Minutes of the Special Meeting of the

### Bell City Council

July 6, 2015

6:00 P.M. Closed Session

6:30 P.M. Open Session

Bell Community Center

6250 Pine Avenue

**Mayor Saleh called the meeting to order at 6:09:44 PM**

**Roll Call of the City Council:** Gallardo, Quintana, Valencia, Romero and Saleh

Present: Gallardo, Quintana, Romero and Saleh (4)

Absent: Valencia\* (1)

\* Councilmember Valencia arrived at 6:42 p.m.

**Pledge of Allegiance was led by Mayor Saleh.**

### **6:10:51 PM Communications from the Public**

This is the time for members of the public to address the City Council only on items that are listed under Closed Session. Keep the public comment to items listed only on the Closed Session.

**Hearing no speakers, Mayor Saleh closed the public comment period.**

### **Closed Session**

The City Council will recess to a closed session to confer with legal counsel regarding the following matters:

a) Conference with Labor Negotiators- Government Code Section 54957.6, Bell City Employees Association (BCEA) and Bell Police Officers Association (BPOA).

**Mayor Saleh reconvened the Special City Council Meeting at 7:03:49 PM**

### **City Attorney Report**

The City Attorney will report out on any action(s) to be taken by the City Council on Closed Session matters.

**7:04:03 PM City Manager Jerry Groomes reported out that the item was discussed, direction was given, and no reportable action was taken.**

### **Communications from the Public**

The following members of the public addressed the Council on items listed on the agenda:

[7:05:27 PM](#) Mary LaPlante ; [7:07:00 PM](#) Edwin Gonzalez; [7:09:05 PM](#) Mark Sanchez and [7:10:37 PM](#) Alma Rico.

### Business Calendar

1. Fiscal Year 2015-2016 Proposed Budget. (*Council*)

**Recommendation:** Adopt the proposed Fiscal Year 2015-16 budget using \$336,023 of general fund reserves to balance the budget. Adopt the proposed City of Bell plan for fiscal sustainability and continue budget related discussions throughout the year.

[7:13:27 PM](#) Interim City Manager Jerry Grooms provided a report on the item. He spoke of the scenarios listed on the staff report.

[7:17:07 PM](#) - [7:50:49 PM](#) A discussion ensued amongst the Council and Staff.

[7:51:12 PM](#) Mayor Saleh made a comment and recommended to revise the calendar that was included in the agenda report. He requested for the economic development plan to be priority and also to include the legacy fund in the calendar. Last, he requested for staff not to fill any vacancies, hire new employees or promote exiting employees without council's consent.

[7:53:25 PM](#) Mayor Saleh asked for the City Manager's recommendation for a balance budget.

[7:57:15 PM](#) Mr. Grooms recommended to eliminate the Senior Human Resources Analyst, the Police Officer position that is currently vacant, the community services office coordinator and one part time worker -recreation leader 1.

[7:54:54 PM](#) - [8:08:56 PM](#) A discussion ensued amongst the Council and Staff.

[8:10:04 PM](#) Councilmember Valencia moved a motion to approve the recommendation included in the staff report and also to condense the calendar to 6 months.

[8:11:29 PM](#) Due to a lack of a second, motion died.

[8:11:32 PM](#) Mayor Saleh motioned to have a balance budget, bring back information for the legacy fund, impose a hiring freeze and eliminate all positions that are currently vacant from the budget.

[8:13:15 PM](#) Vice Mayor Romero recommended setting a time frame to complete the items listed on the calendar.

[8:13:41 PM](#) Mayor Saleh amended his motion to complete the items listed in the calendar within 6 months.

[8:15:13 PM](#) Vice Mayor Romero seconded the motion.

[8:15:18 PM](#) - [8:18:20 PM](#) Discussion ensued amongst the Council and Staff.

[8:19:44 PM](#) Hearing no further discussion, city clerk proceeded with roll call:

**Vote 2-2-1**

Ayes: Vice Mayor Romero and Mayor Saleh  
Nays: Councilmember Quintana and Valencia  
Abstained: Councilmember Gallardo  
Absent: None

Motion failed.

[8:20:43 PM](#) Councilmember Gallardo motioned to have balance budget, impose a hiring freeze, eliminate any positions that are currently vacant from the budget and to complete the items on the calendar within 6 months. Motion was seconded by Mayor Saleh which carried with the following roll call:

**8:21:22 PM** Roll Call 3-2

Ayes: Councilmember Gallardo, Vice Mayor Romero and Mayor Saleh  
Nays: Councilmember Quintana and Valencia  
Abstained: None  
Absent: None

Motion passed.

Mayor Saleh adjourned the meeting at 8:22 p.m.

I, Angela Bustamante, Interim City Clerk of the City of Bell, certify that the foregoing minutes were approved by the City Council of the City of Bell at a regular meeting held on August 12, 2015.

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Angela Bustamante  
Interim City Clerk

---

Ali Saleh, Mayor



# City Council Agenda

Regular Meeting of the

Bell City Council/Bell Community Housing Authority/Successor Agency to the Bell  
Community Redevelopment Agency/ Bell Public Finance Authority/Planning  
Commission

**Wednesday, July 22, 2015**

**6:00 P.M. Closed Session**

**7:00 P.M. Open Session**

Bell Community Center  
6250 Pine Avenue

Ali Saleh  
Mayor

Alicia Romero  
Vice Mayor

Fidencio J. Gallardo  
Council Member

Ana Maria Quintana  
Council Member

Nestor Enrique Valencia  
Council Member

**City of Bell  
Agenda Report**

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DATE: July 22, 2015

TO: Mayor and Members of the City Council

FROM: Jerry Groomes, Interim City Manager

APPROVED  
BY:   
Jerry Groomes, Interim City Manager

SUBJECT: **Fiscal Year 2015-16 Proposed Budget**

**RECOMMENDATION**

It is recommended that the City Council adopt the attached FY 2015-2016 budget.

**BACKGROUND**

The City Charter calls for the publication of the City Manager's Proposed Budget at least 35 days prior to the beginning of the fiscal year. Following publication, the City Council shall review the Proposed Budget and make revisions, if necessary, and schedule time for the holding of a public hearing.

The Proposed Budget was published on May 22, 2015, and was subsequently considered by the City Council on June 8, 2015. A public hearing was scheduled on June 10, 2015. A continuing budget resolution was adopted on June 24, 2015, to permit additional time to consider the budget.

**DISCUSSION**

This budget is a product of a series of City Council Workshops, community Town Hall meetings and a Public Hearing. The result is a document presented for adoption in which the expenditures required for total operating costs, including all retirement and Risk Management costs are projected to be met without use of any General Fund reserves. This proposed balanced budget was achieved by a combination of eliminating positions, increased utilization of Special Funding for allowable administrative costs, reduced non-personnel spending, and deferral of certain Capital Projects and the infusion of one-time and new ongoing revenues. In total, these measures reduced the use of reserves by \$2.3 million from last year.

The City of Bell continues to strive towards fiscal stability. Coming off some difficult times in prior years, during 2014 the city benefitted from legal settlements, liquidation of an illegal retirement program and a major land sale proceed which greatly boosted the General Fund reserve. Last year, the City Council adopted an aggressive budget which required use of some reserve funds to embark upon an effort to build the city towards the future. This year, the Council decided to position itself differently and directed that a budget be developed which preserved the General Fund. The challenge was made even greater as unanticipated costs to the State of California for meeting retirement obligations were substantially increased. The approach to balance the budget was made more difficult and required a number of cost cutting measures. However, it was also greatly aided by a reimbursement from the State of previously over paid illegal retirement contributions.

The budget is considered a living document and staff recommends that the City Council schedule time throughout the fiscal year to explore options for future budgeting and review the status of the current budget.

### **FISCAL IMPACT**

The Proposed Budget reflects the revenue and expenditure plans of 28 distinct accounting funds. The Proposed Budget reflects total revenue and transfers in assumptions of \$33,287,115, and total expenditures and transfer out of \$36,770,848.

With regard to the General Fund, which includes the Retirement and Risk Management Funds, total revenue and transfers in are \$17,803,396, and total expenditures and transfers out are \$17,793,461.

### **ATTACHMENT**

1. FY 2015-2016 Proposed Budget (Under separate cover)

## Summary of Authorized Personnel

Full-Time and Part-Time Employees

(2080 Work hours/ Year = 1 Full time Equivalent (FTE) Employee)

	2012-13	2013-14	2014-15	2015-16	Total Cost per position (including benefits)	Proposed FY 15/16 General Fund Salary Amount
<b>City Manager's Office</b>						
<i>Full-Time Positions</i>						
City Manager (Vacant)	1.00	1.00	1.00	1.00	\$232,992.00	100%
Human Resources and Risk Manager	-	-	1.00	1.00	\$110,556.00	100%
senior Management Aanalyst	1.00	1.00	1.00		\$0.00	0%
Senior Human Resources Analyst	1.00		-	-	\$0.00	0%
<b>City Clerk's Office</b>						
<i>Full-Time Positions</i>						
Assistant City Clerk	-	1.00	1.00	1.00	\$101,118.00	100%
<b>Finance Department</b>						
<i>Full-Time Positions</i>						
Finance Director (Vacant)	1.00	1.00	1.00	1.00	\$197,568.00	90%
Accounting Manager	1.00	1.00	1.00	1.00	\$155,321.00	100%
Senior Accountant		1.00	1.00	1.00	\$120,606.00	100%
Account Clerk	3.00	3.00	3.00	3.00	\$73,116.00	100%
Office Assistant	-	-	1.00	1.00	\$51,995.00	100%
<i>Part-Time Positions</i>						
Office Technician	2.00	2.00	1.00	0.90	\$39,029.00	90%
<b>Police Department</b>						
<i>Full-Time Positions</i>						
Police Chief	1.00	1.00	1.00	1.00	\$209,169.00	100%
Police Captain	2.00	1.00	1.00	1.00	\$181,100.00	100%
Police Sergeant	6.00	5.00	6.00	6.00	\$151,117.00	100%
Police Officers (1 Vacancy)*	19.00	19.00	21.00	20.00	\$122,315.00	(2)-0% & (18)-100%
Management Analyst	2.00	2.00	2.00	2.00	\$95,887.00	100%
Office Assistant	3.00	2.00	2.00	2.00	\$60,825.00	100%
Office Coordinator	1.00	1.00	1.00	1.00	\$91,877.00	100%
Parking Enforcement Officer	2.00	2.00	2.00	2.00	\$76,757.00	100%
Police Dispatcher	5.00	5.00	5.00	5.00	\$81,202.00	100%
<i>Part-Time Positions</i>						
Office Aide	0.70	0.70	0.70	0.90	\$24,676.00	100%
Parking Enforcement Officer	0.50	0.50	0.50	0.50	\$18,056.00	100%
Police Cadet	0.70	2.10	2.10	2.10	\$12,259.00	0%
* (1) FT PD Officer unfilled for FY 15/16						
<b>Community Development Department</b>						
<i>Full-Time Positions</i>						
Community Development Director (Vacant)	1.00	1.00	1.00	1.00	\$197,568.00	20%
Contracts and Facilities Manager	1.00	1.00	1.00	-	\$0.00	0%
** Senior Management Analyst	-	-	-	1.00	\$113,311.00	0%
Code Enforcement Supervisor			1.00	1.00	\$88,613.00	30%
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00	\$116,043.00	30%
Code Enforcement Officer	2.00	2.00	2.00	2.00	\$72,765.00	30%
Management Analyst ( Economic Dev.)			1.00	1.00	\$78,539.00	50%
Community Service Tech ( Planning)	1.00	1.00	1.00	1.00	\$86,125.00	100%
Office Assistant (Permits)	1.00	1.00	1.00	1.00	\$63,127.00	100%
* Housing Manager			1.00	1.00	\$122,900.00	0%
* Community Service Tech ( Housing)	1.00	1.00	1.00	1.00	\$89,871.00	0%
* Housing Rehab Technician	1.00	2.00	2.00	2.00	\$99,423.00	0%
<i>Part-Time Positions</i>						
*** Management Aide	-	-	-	0.75	\$41,521.00	0%
* Office Technician	2.00	2.00	2.00	-	\$0.00	0%
Public Works Maintenance Worker			3.00	1.90	\$14,673.00	0%
* Positions were transferred from Community Services Department						
** Position being transferred from City Manager's Office						

### Summary of Authorized Personnel

Full-Time and Part-Time Employees

(2080 Work hours/ Year = 1 Full time Equivalent (FTE) Employee)

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	Total Cost per position (including benefits)	Proposed FY 15/16 General Fund Salary Amount
*** Replacing (2) Office Techs for Management Aide saving \$15,000						
<b>Community Services Department</b>						
<i>Full-Time Positions</i>						
Community Services Director (Vacant)	1.00	1.00	1.00	1.00	\$197,568.00	85%
Recreation Supervisor	2.00	2.00	2.00	2.00	\$96,518.00	100%
Administrative Specialist	1.00	1.00	1.00	1.00	\$77,255.00	85%
* Recreation Program Coordinator	1.00	2.00	3.00	2.00	\$66,279.00	100%
Office Assistant			1.00	1.00	\$48,145.00	75%
<i>Part-Time Positions</i>						
Park Maintenance Worker				0.75	\$20,526.00	100%
Recreation Leader I	18.20	21.20	19.51	25.00	\$9,609.00	100%
Recreation Leader II	6.39	7.21	7.49	2.46	\$11,263.00	100%
Recreation Leader III				1.03	\$20,192.00	100%
Recreation Leader IV	1.89	4.13	3.84	2.35	\$16,318.00	100%
Total Parttime	31.48	38.54	38.84	31.59		
* (1) FT Coordinator unfilled for FY 15/16						

# AGENDA ITEM 10

## MINUTES OF THE REGULAR MEETING OF THE

Bell City Council/Bell Community Housing Authority/Successor Agency to the Bell Community Redevelopment Agency/Bell Public Finance Authority/Planning Commission

June 10, 2015

7:00 P.M. Regular Meeting

Bell Community Center  
6250 Pine Avenue

Mayor Saleh called the meeting to order at [7:06:20 PM](#)

**Roll Call of the City Council in their capacities as Councilmembers/Members of all Related Agencies:** Gallardo, Quintana, Valencia, Romero and Saleh

Present: Gallardo, Romero and Saleh (3)

Absent: Quintana\* and Valencia\* (2)

\*Councilmembers Valencia and Quintana arrived at [7:11:35 PM](#)

**Staff:** Interim City Manager Jerome Grooms; Assistant City Attorney Anthony Taylor; Interim Finance Director Shally Lin; Chief of Police Dadisho; Interim Community Services Director Allan Perdome; Interim Community Development Director Cliff Graves; Contracts and Facility Manager Alex Fong; Human Resources and Risk Manager Sergio Ibarra; City Engineer Terry Rodrigue and Interim City Clerk Angela Bustamante.

**Pledge of Allegiance was led by Captain Islas.**

### Presentations and Recognitions

None

### Communications from the Public

The following members of the public addressed the City Council, Bell Community Housing Authority the Successor Agency to the Bell Community Redevelopment Agency and the Planning Commission on the agenda and on non-agenda items: [7:08:27 PM](#) Maria Saavreda; [7:13:36 PM](#) Maria Vega; [7:15:35 PM](#) Marcos Oliva; [7:19:12 PM](#) Lorenzo Martinez; [7:20:26 PM](#) John Weddewdore; [7:23:20 PM](#) Trina Coronado; [7:27:01 PM](#) Violeta Alvarez; [7:30:55 PM](#) Carmen Bella; [7:34:04 PM](#) Alma Rico; and [7:37:22 PM](#) Margarita Limon

### Public Hearings

The following items have been posted as a Public Hearing as required by law. The Mayor will open the meeting to receive public testimony only on the Public Hearing item.

1. *Continued Item* - Resolution No. 2015-21-PC – Approving Architectural Review Board No. 2014-01, and Tentative Tract Map No. 73390 to allow the construction of seven (7) new

Condominium Townhome residences approximately 1,291 square feet in size, at 6522 Walker Avenue. (*Planning Commission*)

**Recommendation:** *It is recommended that the Planning Commission:*

1. Open the public hearing; and
2. Read by title only, waive further reading and adopt Resolution No. 2015-21PC titled:

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BELL APPROVING ARCHITECTURAL REVIEW BOARD NO. 2014-01 AND TENTATIVE TRACT MAP NO.73390 TO ALLOW THE CONSTRUCTION OF SEVEN (7) CONDOMINIUM TOWNHOUSE RESIDENTIAL UNITS APPROXIMATELY 1,291 SQAURE FEET IN SIZE ON A 19,837 SQAURE FOOT LOT LOCATED AT 6522 WALKER AVENUE, BELL, CA.**

[7:44:21 PM](#) Interim Director of Community Development, Cliff Graves provided a report and PowerPoint Presentation.

[7:46:49 PM](#) - [7:50:37 PM](#) A brief discussion ensued amongst the Council and Staff.

[7:52:08 PM](#) Developer of the project, Abraham Sandoval, gave a brief report.

The following individuals spoke during the public hearing:

[7:53:44 PM](#) Neri Sanchez spoke in favor of the project.

[7:54:19 PM](#) Carmen Bella spoke in favor of the item.

[7:55:04 PM](#) Geraldine Sanchez spoke in favor of the project.

[7:55:39 PM](#) Hilda Rodriguez spoke in favor of the project.

[7:57:14 PM](#) Sean Koklin spoke in favor

[7:57:35 PM](#) Margarita Limon spoke in favor of the item.

[7:59:52 PM](#) Maria Desmindi spoke in favor of the project.

[8:00:41 PM](#) Lorenzo Martinez spoke in favor of the item.

[8:01:19 PM](#) Cynthia Gomez spoke in favor of the project.

[8:01:31 PM](#) Maria Carrera (refer to public comment)

[8:02:08 PM](#) Violeta Alvarez spoke in favor of the item.

[8:03:03 PM](#) Merli Alejandre spoke in favor of the item.

[8:03:55 PM](#) Robert Mackin spoke.

[8:04:21 PM](#) Adolfo Molina spoke in favor of the item.

[8:06:05 PM](#) Hearing no further speakers, Mayor Saleh closed the public hearing.

[8:10:51 PM](#) A discussion ensued among the Council and Staff.

[8:12:57 PM](#) It was moved by Councilmember Gallardo to approve item no. 1. Motion was seconded by Vice Mayor Romero which carried with the following voice vote:

[8:18:53 PM](#) Voice Vote 5-0

Ayes: Councilmembers Gallardo, Quintana, Valencia, Vice Mayor Romero and Mayor Saleh

Nays: None

Abstained: None

Absent: None

2. Review of Fiscal Year 2015-16 Proposed Budget. *(Council)*

***Recommendation:*** *It is recommended that the Council:*

1. Conduct a public hearing; and

2. Review the proposed budget and make any necessary revisions.

[8:20:00 PM](#) Interim City Manager Jerry Groomes provided a report on the item.

[8:39:24 PM](#) A brief discussion ensued.

[8:44:03 PM](#) Mayor Saleh opened the public hearing.

The following individuals spoke during the public hearing:

[8:44:19 PM](#) Carmen Bella made a comment.

[8:47:19 PM](#) John W. spoke on the item.

[8:48:45 PM](#) Lorenzo Martinez spoke in favor of Police Department.

[8:50:26 PM](#) Margarita Limon spoke in favor of Police Department.

[8:53:51 PM](#) Violeta Alvarez commented on the community services department.

[8:59:25 PM](#) Nerida Sanchez spoke in favor of PD and asked the Council to look into positions with favoritism

[9:01:01 PM](#) Hilda Rodriguez spoke on the item.

[9:04:43 PM](#) Desmi spoke on the item.

[9:06:49 PM](#) Hearing no further speakers, Mayor Saleh closed the public hearing.

Mayor Saleh requested a short recess.

[9:28:59 PM](#) Mayor Saleh reconvened the meeting.

[9:30:29 PM](#) Mayor Saleh recommended scheduling a special meeting to further discuss the budget.

[9:30:46 PM](#) Council agreed to have a special meeting on Monday, June 15 at 7pm.

[9:31:13 PM](#) - [9:35:35 PM](#) A brief discussion ensued amongst the Council and Staff.

[9:47:18 PM](#) It was moved by Councilmember Quintana to continue the item to the June 15, 2015 special city council meeting. Motion was seconded by Vice Mayor Romero which carried with the following voice vote:

[9:47:34 PM](#) Voice Vote 5-0

Ayes: Councilmembers Gallardo, Quintana, Valencia, Vice Mayor Romero and Mayor Saleh  
Nays: None  
Abstained: None  
Absent: None

**Business Calendar**

- 3. 1<sup>st</sup> Amendment to the Contract Services Agreement with LDM Associates, Inc. (Council)

**Recommendation:** *It is recommended that the City Council approve the first amendment to the contract services agreement with LDM Associates, Inc. for an additional 12-month period at a not to exceed cost of \$48,825.00.*

[9:48:31 PM](#) Interim Community Development Director Cliff Graves provided a report on the item.

[9:49:01 PM](#) A brief discussion ensued amongst the Council and Staff.

[9:49:47 PM](#) It was moved by Vice Mayor Romero to approve item no. 3. Motion was seconded by Councilmember Quintana which carried with the following voice vote:

[9:50:01 PM](#) Voice vote 5-0

Ayes: Councilmembers Gallardo, Quintana, Valencia, Vice Mayor Romero and Mayor Saleh  
Nays: None  
Abstained: None  
Absent: None

- 4. Consideration for Temporary Use Permit for Fireworks stands in the City of Bell for the year 2015. (Council)

**Recommendation:** *Staff recommends that the applications be reviewed, and that the Mayor and City Council rule on the merits of the Applications.*

MINUTES OF THE SPECIAL MEETING OF THE

Bell City Council

June 15, 2015 at 7:00 PM

Bell Community Center  
6250 Pine Avenue

Mayor Saleh called the meeting to order [7:12:18 PM](#)

Roll Call of the City Council: Gallardo, Quintana, Valencia, Romero and Saleh

Present: Gallardo, Valencia, Romero and Saleh (4)

Absent: Quintana\* (1)

\* Councilmember Quintana arrived at [7:43:25 PM](#)

Pledge of Allegiance was led by Councilmember Valencia.

Communications from the Public

The following members of the public addressed the City Council and spoke on items listed on the agenda only: [7:13:48 PM](#) Bob Mackin and [7:15:44 PM](#) Margarita Limon

Public Hearing

The following items have been posted as a Public Hearing as required by law. The Mayor will open the meeting to receive public testimony only on the Public Hearing item.

1. Review of Fiscal Year 2015-16 Proposed Budget. (Council)

**Recommendation:** *It is recommended that the Council:*

1. Conduct a public hearing; and
2. Review the proposed budget and make any necessary revisions.

The following individuals spoke during the public hearing:

[7:21:04 PM](#) Alfred Areyan  
[7:23:22 PM](#) Violeta Alvarez  
[7:26:19 PM](#) Antonio Davila  
[7:27:09 PM](#) Delia Sanchez s  
[7:27:40 PM](#) Pablo Medina  
[7:28:22 PM](#) Alma Rico  
[7:29:46 PM](#) Edwin Gonzalez  
[7:30:38 PM](#) Marcos Oliva  
[7:33:43 PM](#) Delia Acosta  
[7:36:52 PM](#) Curtis Farren  
[7:38:03 PM](#) Maria Dezmind

[7:40:23 PM](#) Hearing no further speakers, Mayor Saleh closed the public hearing.

[7:41:19 PM](#) City Manager Jerry Grooms provided a brief summary of what was discussed at the June 10<sup>th</sup> meeting.

[7:43:43 PM](#) - [8:02:03 PM](#) A discussion ensued amongst the Council and Staff.

[8:03:32 PM](#) Councilmember Gallardo moved a motion to cut 1 million dollars from the proposed FY15-16 budget, without affecting Public Safety, Community Services programs nor grant writing positions. He also requested that management not hire or promote any employees.

[8:03:55 PM](#) Motion was seconded by Vice Mayor Romero.

[8:09:17 PM](#) A brief discussion ensued amongst the Council and Staff.

[8:13:59 PM](#) Hearing no further discussions, City Clerk continued with the roll call 5-0.

Ayes: Councilmembers Gallardo, Quintana, Valencia, Vice Mayor Romero and Mayor Saleh

Nays: None

Abstained: None

Absent: None

### Business Calendar

2. Approval of Global Settlement Agreement and General Release for Kurt Owens. *(Council)*

***Recommendation:*** *It is recommended that the City Council approve the Global Settlement Agreement and General Release for Kurt Owens.*

Human Resources and Risk Manager Sergio Ibarra provided a report on the item.

[8:15:04 PM](#) It was moved by Councilmember Gallardo to approve item no. 2. Motion was seconded by Vice Mayor Romero which carried with the following roll call:

[8:15:38 PM](#) Roll Call 4-1

Ayes: Councilmembers Gallardo, Valencia, Vice Mayor Romero and Mayor Saleh

Nays: Quintana

Abstained: None

Absent: None

Mayor Saleh adjourned the meeting at [8:16:10 PM](#)

I, Angela Bustamante, Interim City Clerk of the City of Bell, certify that the foregoing minutes were approved by the City Council of the City of Bell at a regular meeting held on July 22, 2015.

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Angela Bustamante  
Interim City Clerk

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Ali Saleh, Mayor

MINUTES OF THE SPECIAL MEETING OF THE

Bell City Council

June 29, 2015

6:00 P.M. Closed Session

6:30 P.M. Open Session

Bell Community Center

6250 Pine Avenue

Mayor Saleh called the meeting to order at [6:14:18 PM](#)

**Roll Call of the City Council:** Gallardo, Quintana, Valencia, Romero and Saleh

Present: Gallardo, Romero and Saleh (3)

Absent: Quintana\* and Valencia\* (2)

\*Councilmember Quintana arrived at [6:16:51 PM](#)

\*Councilmember Valencia arrived at [6:20:56 PM](#)

**Pledge of Allegiance was led by Mayor Saleh.**

**Communications from the Public**

**Hearing no speakers, Mayor Saleh closed the public comment period.**

Council recessed to closed session at [6:20:42](#) to confer with legal counsel regarding the following matter:

a) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Section (d)(1) of Government Code Section 54956.9); Name of case: Golden State Water Company Rate Increase Application CPUC A.14-07-006

**Mayor Saleh reconvened the Special City Council Meeting at [6:40:05 PM](#)**

**City Attorney Report**

City Attorney Dave Aleshire reported out from closed session and stated that a status report was given, and the Council will recess to closed session towards the end of the meeting to further discuss.

**Communications from the Public**

The following members of the public addressed the City Council and spoke on items listed on the agenda only: [6:40:44 PM](#) Mary LaPlante; [6:42:46 PM](#) Marilyn Fuentes; [6:44:29 PM](#) Ananca Larios; [6:45:14 PM](#) Maria Santana; [6:46:34 PM](#) Claudia Duran; [6:49:31 PM](#) Angela Ruiz, [6:51:36 PM](#) Ted Hunt, Bell POA' [6:53:35 PM](#) John W. and [6:55:03 PM](#) Rose Henry

## Business Calendar

1. Proposed Fiscal Year 2015-16 Budget. (*Council*)  
(pgs. 1 – 17)

**Recommendation:** Review the staff's options for further General Fund reductions and provide direction for final FY 2015-16 budget preparation.

[6:56:03 PM](#) City Manager Jerry Groomes provided a report on the item.

[7:15:57 PM](#) - [9:07:33 PM](#) A discussion ensued amongst the Council and Staff.

[9:09:52 PM](#) Councilmember Quintana requested to bring back a list that includes all positions and salaries.

[9:11:02 PM](#) Mayor Saleh provided direction to staff to bring back a report with the implications of closing city facilities one day a week. He also requested for staff to present a balance budget scenario not including the furlough option at the next meeting.

[9:11:47 PM](#) Council was in agreement with the direction provided by Mayor Saleh and Councilmember Quintana.

2. Fiscal Year 2015-16 Continuing Budget Resolution. (*Council*)  
(pgs. 18 – 20)

**Recommendation:** *It is recommended that the Council read by title only, waive further reading and adopt the Resolution No. 2015-34 titled:*

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELL,  
CALIFORNIA AUTHORIZING THE CONTINUANCE OF OPERATIONS INTO  
FISCAL YEAR 2015-2016 AT FISCAL YEAR 2014-2015 APPROPRIATIONS  
LEVELS**

City Attorney Dave Aleshire provided a brief report on the item.

[9:18:34 PM](#) It was moved by Councilmember Quintana to approve item no. 2. Motion was seconded by Vice Mayor Romero.

[9:18:51 PM](#) Mayor Saleh recommended for Council to check their availability to schedule a special meeting.

A brief discussion ensued amongst the Council and Staff.

Council agreed to have a special meeting on Monday, July 6 at 6pm to further discuss the budget.

[9:25:03 PM](#) Motion carried with the following voice vote 5-0.

Ayes: Councilmembers Gallardo, Quintana, Valencia, Vice Mayor Romero and Mayor Saleh  
Nays: None  
Abstained: None



# City Council Agenda

Special Meeting

**Bell City Council**

**Monday, July 6, 2015**

**6:00 P.M. Closed Session**

**6:30 P.M. Open Session**

Bell Community Center  
6250 Pine Avenue

Ali Saleh  
Mayor

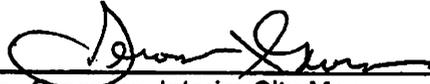
Alicia Romero  
Vice Mayor

Fidencio J. Gallardo  
Council Member

Ana Maria Quintana  
Council Member

Nestor Enrique Valencia  
Council Member

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DATE: July 6, 2015  
TO: Mayor and Members of the City Council  
FROM: Jerry Groomes, Interim City Manager  
APPROVED BY:   
Jerry Groomes, Interim City Manager  
SUBJECT: **Fiscal Year 2015-16 Proposed Budget**

**RECOMMENDATION**

Adopt the proposed Fiscal Year 2015-16 budget using \$336,023 of general fund reserves to balance the budget. Adopt the proposed City of Bell plan for fiscal sustainability and continue budget related discussions throughout the year.

**BACKGROUND**

The City Council met most recently to deliberate on the Fiscal Year 2015-16 budget on Monday, June 29, 2015. At that meeting, staff presented three additional scenarios to ongoing budget proposals. The scenarios included: 1) the Manager's recommendation budget; 2) a balanced budget; and 3) a listing of positions added in FY 2014-15 and salaries for those positions.

After discussion of the those scenarios, Council gave direction to staff to report back on impacts anticipated from the balanced budget scenario, and the cost for all positions in the proposed budget. Lastly, the Council requested that a balanced budget be presented which would not require the Closing of City Hall on Fridays.

A summary of the budget scenarios presented on June 29<sup>th</sup> included:

Manager's Proposed Budget

This proposal has been developed as a result of a series of reductions, re-allocation of special funding utilization and the inclusion of ongoing and one time revenues. This approach seeks to minimize use of reserve funding, without reducing staff. This scenario requires \$336,023 use of reserves to balance the budget, compared to the \$2,289,220 used in Fiscal Year 2014-15 (Attachment 1)

Balanced Budget

This scenario proposed to bridge the \$336,023 gap remaining from the previous version by:

- a) The BCEA (Miscellaneous Bargaining Group) had agreed to furlough a total of 23 days by working a four day (9) hour day, Monday thru Thursday. The value of this agreement was estimated at \$234,106 for the year.

- b) Not filling a Police Officer position (currently vacant position) costing approximately \$110,000. An opportunity would be given to the Police Officers Association in contract negotiations to offset this amount.

Listing of Positions Initially Funded FY 2014-15

This listing was provided by title with salary, percentage of salary requiring General Fund (GF) spending, and the GF dollar amount.

**DISCUSSION**

The Council expressed the desire for additional information on impacts associated with a furlough work schedule. That information is now considered moot as the Bargaining Unit has since **withdrawn their offer to furlough** as of Thursday July 2, 2015.

**City of Bell for Fiscal Sustainability: Proposed City Council Calendar FY 15-16**

Instead of deciding on a less desirable option at this time, staff recommends that the Council pursue a dual path by approving the Manger's proposed budget and immediately pursue a plan for long term sustainability. It is proposed that the following outline be used as a guide.

Proposal: That the Council dedicate one meeting per month solely to fiscal matters.

Objectives

- Build City Council understanding of and engagement in long term fiscal planning.
- Manage revenues and expenditures continuously.
- Discuss and give direction on fiscal issues well before the annual budget process.
- Minimize fiscal surprises.

Suggested Calendar.

- July: Review and Authorize update of City permit fees and charges.
- August: Tracking "uncontrollables" affecting fiscal conditions; e.g., Calpers costs, State mandates and legislation, emergencies, workers compensation.
- September: Three-year projection of Special funds; maximizing support to the General Fund.
- October: Quarterly Review of revenues and expenditures
- November: Economic development plan; revenue growth projections; diversification of city revenues.
- December: Budget Policy Review: Police Department
- January: Quarterly Review of revenues and expenditures.
- February: Budget Policy Review: Community Services Department
- March: Measures of Fiscal Sustainability
- April: Quarterly Review of revenues and expenditures; policy direction for the FY 16-17 Budget
- May: Economic Trends in Bell and surrounding cities.
- June: FY 16-17 Budget consideration.

This approach could seek to identify ways to save cost and generate revenues for this fiscal year and in the future.

**Salaries for all positions included in FY '15-'16**

A schedule of all full time and part time positions in the budget is attached to this report (attachment 2). Costs displayed include total salary and all benefits per position, with the percentage of general funding required to support each position. The council may opt to balance the budget by eliminating certain positions and their associated costs.

**SUMMARY**

Staff fully supports the Council's commitment to establish a budget which best assures long term financial stability for the City of Bell. The budget presented for FY '15-'16 and the process proposed for future years is designed to establish controls while maximizing opportunities for the future.

Much has been accomplished to position the organization to meet the challenge of providing maximum service with minimum cost. Any further reduction to staffing levels at this time will significantly impact capacity to operate efficiently and to provide quality services.

# ATTACHMENT 1

**FISCAL YEAR 2015-16 PROPOSED BUDGET**  
**Summary of Revenue, Expenditure and Changes in Fund Balance**  
**6/27/2015**

	Audited Fund Balance 6/30/2014	Fiscal Year 2014-15					Estimated Fund Balance 6/30/2015	Fiscal Year 2015-16					Projected Fund Balance 6/30/2016	
		Revenues	Transfers In	Expenditures	Transfers Out	Net Rev/vs Exp		Revenues	Transfers In	Expenditures	Transfers Out	Net Rev/vs Exp		
001 General	21,029,794	13,220,124	298,000	12,308,686	2,691,898	(1,462,438)	19,547,335	13,016,532	1,310,092	12,552,285	0	1,774,339	21,321,694	
106 Retirement	(881,652)	1,725,239	0	1,658,698	990,039	(823,367)	(1,805,019)	3,473,262 (A)	0	1,903,634	2,115,150	(345,522)	(2,350,541)	
850 Risk Management	(258,077)	468,710	1,051,219	1,403,343		116,566	(151,491)	0	2,307	1,567,148	0	(1,567,148)	(1,718,637)	
<b>Total for General &amp; Retirement + Risk Mgmt Funds</b>	<b>19,889,065</b>	<b>15,414,073</b>	<b>1,347,219</b>	<b>15,368,576</b>	<b>3,681,936</b>	<b>(2,289,220)</b>	<b>17,690,845</b>	<b>0</b>	<b>18,489,794</b>	<b>1,312,399</b>	<b>16,023,065</b>	<b>2,116,160</b>	<b>(336,023)</b>	<b>17,254,822</b>
103 AQMD	86,700	40,040	0	61,740	0	(21,700)	74,000	40,040	0	0	4,883	35,357	109,357	
104 Gas Tax	2,332,349	984,000	0	2,033,855	20,000	(1,089,855)	1,262,494	832,397 E	7,528	1,795,471	68,931	(1,022,478)	240,018	
108 Sanitation / Refuse	722,354	388,058	0	382,072	20,000	3,986	726,340	377,000	938	369,507	6,117	2,314	728,654	
108 Sewer	1,008,589	348,168	0	177,343	7,000	163,825	1,172,414	348,168	11,294	532,544	36,215	(209,297)	963,117	
110 Recycling	(16,344)	0	0	0	0	0	(16,344)	0	0	0	0	0	(16,344)	
114 TDA Bypass	0	28,000	0	27,000	0	2,000	2,000	23,825	0	35,000	0	(11,375)	(9,375)	
118 Public Financing Authority	1,242,517	0	1,180,552	968,087	0	194,485	1,437,002	0	1,219,620	1,006,689	0	212,931	1,649,933	
210 Successor Agency Trust Fund	(6,543,225)	1,791,000	1,254,680 (B)	3,431,885	0	(386,185)	(5,828,410)	2,784,400	2,814	3,083,730	15,382	(281,908)	(7,211,318)	
300 Comm. Develop. Block Grant	(1,001)	1,003,956	0	943,456	0	60,500	59,498	583,252	11,135	583,252	0	11,135	70,634	
338 STPL Federal Grant	0	0	0	0	0	0	0	603,000	0	625,000	0	(22,000)	(22,000)	
450 Lighting & Landscaping	545,517	462,500	0	576,746	14,000	(128,246)	417,271	462,500	5,023	546,000	43,469	(121,946)	293,325	
500 Capital Project	833,302	0	0	0	0	0	833,302	0	0	0	0	0	833,302	
550 Cable TV /NPA	68,517	0	0	(68,517)	0	68,517	0	0	0	0	0	0	0	
670 Measure R	617,297	370,750	27,778	589,853	0	(191,325)	425,972	404,108	0	781,735 C	0	(377,629)	48,343	
680 Proposition C	1,658,207	496,000	0	467,902	0	28,098	1,686,305	538,601	0	395,100	0	143,701	1,830,006	
700 Proposition A	61,289	642,302	187,707	841,298	30,000	(81,289)	0 (D)	684,570	3,776	679,911	25,045	83,390	83,390	
710 Asset Forfeiture	357,734	53,500	0	213,767	10,000	(170,266)	187,468	0	0	95,000	24,268	(119,268)	68,200	
720 COPS	382,549	100,500	0	16,730	0	83,770	468,319	100,000	0	328,792	0	(226,792)	239,527	
750 AB 109 Police Task Force	116,881	83,944	0	103,860	0	(9,916)	106,955	0	0	106,966	13,840	(120,806)	(13,841)	
770 CALRecycle	(138,403)	177,320	0	38,914	0	138,408	3	122,000	0	122,000	0	0	3	
810 OTS State Grant	0	45,000	0	45,000	0	0	0	0	0	0	0	0	0	
890 General Obligation Bonds	1,254,790	2,052,000	0	2,019,419	0	32,581	1,287,371	2,052,000	0	2,042,319	0	9,681	1,297,052	
090 BCHA Operating	2,945,587	2,747,000	0	973,497	1,530,614	242,889	3,168,478	2,735,700	24,382	2,587,744	1,648,647	(1,358,309)	1,832,187	
891 BCHA Capital Projects	798,223	0	0	0	0	0	798,223	0	0	0	0	0	798,223	
992 BCHA Debt Service	(13,931)	0	1,335,614	1,321,683	0	13,931	0	0	1,300,847	1,300,845	0	2	2	
<b>Total</b>	<b>27,308,744</b>	<b>27,237,111</b>	<b>5,313,550</b>	<b>30,600,642</b>	<b>5,313,550</b>	<b>(3,383,530)</b>	<b>23,943,214</b> ###	<b>29,191,353</b>	<b>3,899,757</b>	<b>32,898,671</b>	<b>3,899,757</b>	<b>(4,252,840)</b>	<b>20,235,896</b>	

(A): Retirement Fund has included \$1,713,082.38 of credit from CALPERS  
(C) Measure R expenditures increase \$77,335 for Phase II Bus Shelter  
(E) Gas Tax Revenue was overstated \$652,825 in estimated revenue

(B): Transfer to Successor Agency of \$1,254,680 from General Fund is the loan to Agency for the Debt Service Payment  
(D) FY 2014-15 Prop A Fund has estimated a deficit of \$167,707 and staff transferred General Fund to zero out the deficit balance.  
(F) Sewer Fund was under stated in revenue estimated \$348,168.

# ATTACHMENT 2

**Summary of Authorized Personnel**  
Full-Time and Part-Time Employees

	2012-13	2013-14	2014-15	2015-16	Total Cost per position (including benefits)	Proposed FY 15/16 General Fund Salary Amount
<b>City Manager's Office</b>						
<i>Full-Time Positions</i>						
City Manager (Vacant)	1.00	1.00	1.00	1.00	\$232,992.00	100%
Human Resources and Risk Manager	-	-	1.00	1.00	\$110,556.00	100%
Senior Human Resources Analyst	1.00	1.00	1.00	1.00	\$113,311.00	100%
<b>City Clerk's Office</b>						
<i>Full-Time Positions</i>						
Assistant City Clerk	-	1.00	1.00	1.00	\$101,118.00	100%
<b>Finance Department</b>						
<i>Full-Time Positions</i>						
Finance Director (Vacant)	1.00	1.00	1.00	1.00	\$197,568.00	90%
Accounting Manager	1.00	1.00	1.00	1.00	\$155,321.00	100%
Senior Accountant		1.00	1.00	1.00	\$120,606.00	100%
Account Clerk	3.00	3.00	3.00	3.00	\$73,116.00	100%
Office Assistant	-	-	1.00	1.00	\$51,995.00	100%
<i>Part-Time Positions</i>						
Office Technician	2.00	2.00	1.00	1.00	\$39,029.00	100%
<b>Police Department</b>						
<i>Full-Time Positions</i>						
Police Chief	1.00	1.00	1.00	1.00	\$209,169.00	100%
Police Captain	2.00	1.00	1.00	1.00	\$181,100.00	100%
Police Sergeant	6.00	5.00	6.00	6.00	\$151,117.00	100%
Police Officers (1 Vacancy)	19.00	19.00	21.00	21.00	\$122,315.00	(2)-0% & (19)-100%
Management Analyst	2.00	2.00	2.00	2.00	\$95,887.00	100%
Office Assistant	3.00	2.00	2.00	2.00	\$60,825.00	100%
Office Coordinator	1.00	1.00	1.00	1.00	\$91,877.00	100%
Parking Enforcement Officer	2.00	2.00	2.00	2.00	\$76,757.00	100%
Police Dispatcher	5.00	5.00	5.00	5.00	\$81,202.00	100%
<i>Part-Time Positions</i>						
Office Aide	1.00	1.00	1.00	1.00	\$24,676.00	100%
Parking Enforcement Officer	1.00	1.00	1.00	1.00	\$18,056.00	100%
Police Cadet	3.00	3.00	3.00	3.00	\$12,259.00	0%
<b>Community Development Department</b>						
<i>Full-Time Positions</i>						
Community Development Director (Vacant)	1.00	1.00	1.00	1.00	\$197,568.00	40%
Contracts and Facilities Manager	1.00	1.00	1.00	1.00	\$122,716.00	15%
Code Enforcement Supervisor			1.00	1.00	\$88,613.00	25%
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00	\$116,043.00	20%
Code Enforcement Officer	2.00	2.00	2.00	2.00	\$72,765.00	50%
Management Analyst ( Economic Dev.)			1.00	1.00	\$78,539.00	50%
Community Service Tech ( Planning)	1.00	1.00	1.00	1.00	\$86,125.00	100%
Office Assistant (Permits)	1.00	1.00	1.00	1.00	\$63,127.00	100%
* Housing Manager			1.00	1.00	\$122,900.00	0%
* Community Service Tech ( Housing)	1.00	1.00	1.00	1.00	\$89,871.00	0%
* Housing Rehab Technician	1.00	2.00	2.00	2.00	\$99,423.00	0%
<i>Part-Time Positions</i>						
* Office Technician	2.00	2.00	2.00	2.00	\$31,906.00	0%
Public Works Maintenance Worker			3.00	3.00	\$14,673.00	0%
* Positions were transferred from Community Services Department						
<b>Community Services Department</b>						
<i>Full-Time Positions</i>						
Community Services Director (Vacant)	1.00	1.00	1.00	1.00	\$197,568.00	70%
Recreation Supervisor	2.00	2.00	2.00	2.00	\$96,518.00	100%

**Summary of Authorized Personnel**  
Full-Time and Part-Time Employees

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<b>Total Cost per position (including benefits)</b>	<b>Proposed FY 15/16 General Fund Salary Amount</b>
Administrative Specialist	1.00	1.00	1.00	1.00	\$77,255.00	100%
Recreation Program Coordinator	1.00	2.00	3.00	3.00	\$66,279.00	100%
Office Assistant			1.00	1.00	\$48,145.00	100%
<b><i>Part-Time Positions</i></b>						
Park Maintenance Worker				1.00	\$20,526.00	100%
Recreation Leader I				63.00	\$9,609.00	100%
Recreation Leader II				8.00	\$11,263.00	100%
Recreation Leader III				2.00	\$20,192.00	100%
Recreation Leader IV				5.00	\$16,318.00	100%

**MINUTES OF THE  
SPECIAL MEETING OF THE  
Bell City Council**

**June 8, 2015 at 6:00 PM**

**Bell Community Center  
6250 Pine Avenue**

**Mayor Saleh call the meeting to order at 6:12:57 PM**

**Roll Call of the City Council:** Gallardo, Quintana, Valencia, Romero and Saleh

6:13:23 PM

Present: Gallardo, Quintana, Romero and Saleh (4)

Absent: Valencia\* (1)

\* Councilmember Valencia arrived at 6:25:36 PM

**Pledge of Allegiance was led by Councilmember Gallardo.**

**Communications from the Public**

**Hearing no speakers the Mayor closed the public comment period.**

**Business Calendar**

1. Review of FY 15-16 Proposed Budget. *(Council)*

***Recommendation:*** *It is recommended that the City Council receive and file.*

City Manager Jerry Groomes provided a report on the item and a PowerPoint presentation.

Vice Mayor Romero requested to first touch base on the inquiries that were submitted at the last meeting and then continue with the PowerPoint.

City Manager Groomes and Interim Finance Director Shally Lin answered questions regarding the risk management and pension fund.

6:27:01 PM A discussion ensued amongst the Council and Staff.

Mr. Groomes continued with his PowerPoint presentation.

A discussion ensued among the Council and Staff regarding the budget for the police department.

7:26:20 PM Mayor Saleh recommended not promoting any part time employees to full time positions and not to hire new personnel.

8:12:54 PM Mayor Saleh requested for a brief recess.

8:35:22 PM Mayor Saleh reconvened meeting.

8:36:42 PM City Manager Jerry Grooms introduced the budget for Community Services Department.

8:39:03 PM - 9:14:33 PM A discussion ensued amongst the Council and Staff.

9:23:55 PM Interim Finance Director Shally Lin provided a brief report on the non-department budget.

A discussion ensued amongst the Council and Staff.

9:24:23 PM Interim City Manager Jerry Grooms gave a brief overview of the City Manager's budget.

9:31:46 PM- 9:51:35 PM A discussion ensued amongst the Council and Staff.

9:53:10 PM Interim Finance Director Shally Lin provided a report on the budget for the Finance Department.

A brief discussion ensued amongst the Council and Staff.

9:57:47 PM Interim Development Director Cliff Graves provided a report on the budget for the Community Development Department.

10:05:25 PM - 10:14:53 PM A discussion ensued amongst the Council and Staff.

Interim City Manager Jerry Grooms ended his budget presentation and ask the Council for direction.

10:15:59 PM Mayor Saleh proposed not to hire or promote part time employees to full time.

10:18:42 PM Councilmember Quintana expressed her opposition with hiring a management assistant. She also noted that she was in favor of hiring a Community Services Director.

10:25:56 PM Mayor Saleh requested to remove the expenditures for the central security system and the relocation of the server.

10:28:34 PM Staff expressed the need to relocate the server.

10:29:48 PM Council agreed to remove the expenditure for a central security system and leave the funds to relocate the server.

10:30:27 PM Interim City Manager Jerry Grooms asked for clarification on the management assistant position that was being proposed.

10:33:35 PM A discussion ensued amongst the Council and Staff.

10:46:57 PM Mr. Grooms requested to at least hire a part-time employee to assist the Clerk's office and the Council.

10:48:35 PM The Council agreed to hire a part-time employee and requested for the expenditure to be removed from the Council's budget.

Mayor Saleh adjourned the meeting at 10:49:19 PM

I, Angela Bustamante, Interim City Clerk of the City of Bell, certify that the foregoing minutes were approved by the City Council of the City of Bell at a regular meeting held on July 8, 2015.

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Angela Bustamante  
Interim City Clerk

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Ali Saleh, Mayor



# City Council Agenda

Special Meeting

**Bell City Council**

**Monday, June 29, 2015**

**6:00 P.M. Closed Session**

**6:30 P.M. Open Session**

Bell Community Center  
6250 Pine Avenue

Ali Saleh  
**Mayor**

Alicia Romero  
**Vice Mayor**

Fidencio J. Gallardo  
**Council Member**

Ana Maria Quintana  
**Council Member**

Nestor Enrique Valencia  
**Council Member**

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DATE: June 29, 2015  
TO: Mayor and Members of the City Council  
FROM: Jerry Groomes, Interim City Manager

APPROVED  
BY:

  
\_\_\_\_\_  
Jerry Groomes, Interim City Manager

SUBJECT: **Fiscal Year 2015-16 Proposed Budget**

**RECOMMENDATION**

Review the staff's options for further General Fund reductions and provide direction for final FY 2015-16 budget preparation.

**BACKGROUND**

On June 22, 2015, the Fiscal Year 2015-16 budget was considered. Staff presented a report that outlined and summarized the chronology of budget deliberations to that date (see attachment 1). That report contained recommendations amounting to a net reduction of General Fund required spending of \$1,132,169. The shortfall of revenue vs expenditures under that scenario was \$862,028. Council directed that a minimum of \$200,000 be reduced from that deficit.

At the June 24, 2015 regular City Council meeting, Council further directed that staff bring forth a proposed budget requiring no use of reserves (balanced), in addition to the version requested on June 22, 2015.

Finally, direction was given to bring a representation which removes all expenditures added last year.

**DISCUSSION**

The first scenario includes additional reductions to general fund spending in the amount of \$526,000. This would bring down the required use of reserves to balance the from \$2,289,220 in FY 14-15 to \$336,023 in FY 15-16. (See attachment 2)

The second scenario proposes additional reductions necessary to bridge the \$ 336,023 remaining gap. This scenario would balance the shortfall and require no use of reserves. Details of that scenario will propose an across the board staffing reduction. That version is being completed and will be presented under separate cover.

The third scenario identifies all positions that were funded for the first time in FY 14-15. The positions include:

City Council

Administration Specialist (not proposed in budget)

City Manager

Environmental Programs Manager (not proposed in budget)

Human Resources and Risk Manager

Finance

Office Assistant

Community Services

Office Assistant

Recreational Program Coordinator

Police Department

Police Officer (2)

Police Sergeant (1-promoted from within department)

Community Development

Code Enforcement Supervisor (75% CDBG funded)

Housing Manager (100% BCHA funded)

Economic Development Analyst (50% BCHA funded)

Public Works Maintenance

Worker (3) (100% special funds funded)

**ATTACHMENTS**

1. June 22, 2015 Staff Report
2. Additional cuts as of 6/26/2015 report
3. Summary of Authorized Personnel

# **ATTACHMENT 1**

# City of Bell Agenda Report

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DATE: June 22, 2015  
TO: Mayor and Members of the City Council  
FROM: Shally Lin, Interim Finance Director  
APPROVED BY:   
Jerry Groomes, Interim City Manager  
SUBJECT: Fiscal Year 2015-16 Proposed Budget

## RECOMMENDATION

Review the staff's proposals for further General Fund additional revenues and additional reductions and provide direction for final FY 2015-16 budget preparation.

## BACKGROUND

The proposed FY 2015-16 budget was published on May 26, 2015, and was subsequently reviewed by the City Council on May 28<sup>th</sup>, June 8<sup>th</sup>, and June 10<sup>th</sup> 2015. At the June 10, 2015 City Council meeting, a Public Hearing was conducted and the budget matter was continued to a special meeting on June 15, 2015. At that June 15<sup>th</sup> meeting, the City Council voted to reduce an additional \$1 million from the Proposed General Fund without reduction of Public Safety and Community Services Programs, and directed staff to schedule this special meeting to discuss the recommended changes.

## DISCUSSION

The budget presented for consideration is now in its third (3<sup>rd</sup>) revised stage. The initial budget was proposed on May 26, 2015. That version proposed reduced General Fund spending by eliminating non-essential positions and use of Special Funds and Grant Funds to replace the use of General Funding wherever possible. Positions proposed for elimination/not funding included:

City Manager's Office:	Administrative Specialist Environmental Programs Manager
City Clerk's Office:	City Clerk
City Attorney Fund:	Contract Reduction (\$340,000)
Community Development Department:	(2) Office Technicians
Community Services Department:	Community Services Director
Finance Department:	Part time Office Technician

Positions proposed to be added in the first version included:

City Manager/City Clerk:	Management Assistant to be shared equally By Departments.
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Community Development Department: Management Aide (in exchange for 2 Part time Office Technicians)

Community Services Department: Community Services Manager (in exchange for Community Services Director)

Finance Department: Account Clerk (in exchange for a part time Office Technician)

Police Department: Police Lieutenant (in exchange for one Sergeant)  
Office Assistant (in exchange for Office Aide: to assist with grant writing)  
Part time Dispatcher

In summary, the difference between the FY 2014-15 and the initially proposed FY 2015-16 budgets, in terms of General Fund reserves required to meet ongoing operating expenditures, was \$1,420,505.

From that initially proposed version of the budget, staff incorporated changes and included input from the Council at the June 8, 2015 meeting as follows:

- Increased revenues for Soccer Leagues \$45,000 \*
- Eliminated Management Assistant from City Manager's Office \$25,773
- Eliminated Building Security System \$100,000
- Eliminated Futsal Project \$30,000
- CDBG Cost Allocation \$60,000 \*\*

These further reductions would amount to an additional General Fund operation expense impact for FY 2015-16, yielding a surplus in operational costs of \$239,639. However, this DOES NOT take into consideration the funding required to meet Retirement and Risk Management costs which impact the overall General Fund balance.

Accordingly, when the City Council met on June 15, 2015, they gave staff direction that there be a version prepared that reflects no new hiring, and reduces an additional \$1 million from the General Fund without reduction of Public Safety and Community Services Programs. The following are proposed as additional changes in response to that request:

DEPARTMENT	AMOUNT	COMMENTS
<b>Administration</b>		
<b>City Council</b>		
Benefits	\$18,322.00	Originally budgeted \$69,504, this included the cost for the Management Assistant, therefore leaving a balance of \$51,182 for Council's benefits.
Conference/Seminars	\$5,000.00	Originally budgeted \$12,500 and is being reduced by \$5,000, therefore leaving a new balance of \$7,500
Education/Travel	\$5,000.00	Originally budgeted \$12,500 and is being reduced by \$5,000, therefore leaving a new balance of \$7,500
Department Supplies	\$6,000.00	Originally budgeted \$12,000 and is being reduced by \$6,000. The \$6,000 represents the purchase of I-Pads and agenda management software, which will not be budgeted. Therefore the new balance for department supplies is \$6,000.

\*Revenues,  
\*\*Proposed CDBG cost allocation later determined ineligible, and therefore not included in the FY 15/16 budget estimates

<b>City Manager</b>		
Conference/Seminars	\$2,500.00	Originally budgeted \$5,000 and is being reduced by \$2,500, therefore leaving a new balance of \$2,500.
Education/Travel	\$2,500.00	Originally budgeted \$5,000 and is being reduced by \$2,500, therefore leaving a new balance of \$2,500.

<b>Human Resources</b>		
Conference/Seminars	\$2,000.00	Originally budgeted \$4,000 and is being reduced by \$2,000, therefore leaving a new balance of \$2,000.
Education/Travel	\$2,000.00	Originally budgeted \$4,000 and is being reduced by \$2,000, therefore leaving a new balance of \$2,000.
Citywide Training	\$5,000.00	Originally budgeted \$35,000 and is being reduced by \$5,000, therefore leaving a new balance of \$30,000.

<b>Risk Management</b>		
WC Safety Settlements	\$100,000.00	Originally budgeted \$450,000 and is being reduced by \$100,000, therefore leaving a new balance of \$350,000.

<b>City Attorney</b>	\$150,000.00	Originally budgeted \$860,000 and is being reduced by \$150,000, therefore leaving a new balance of \$710,000.
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<b>City Clerk</b>		
Full Time Employees	\$25,773.00	Originally budgeted \$ 100,958, this included the cost for the Management Assistant, therefore leaving a balance of \$75,184.
Benefits	\$18,322.00	Originally budgeted \$43,231, this included the cost for the Management Assistant, therefore leaving a balance of \$24,909.
Advertising/Legal Notices	\$30,000.00	Originally budgeted \$35,000. The advertisement of legal notices has been re-distributed to each department's budget therefore reducing the clerk's budget by \$30,000. The new balance is \$5,000.
Conference/Seminars	\$3,000.00	Originally budgeted \$5,000 and is being reduced by \$3,000, therefore leaving a new balance of \$2,000.
Education/Travel	\$1,000.00	Originally budgeted \$3,000 and is being reduced by \$1,000, therefore leaving a new balance of \$2,000.

<b>Finance Department</b>		
Salaries	\$5,600.00	Reducing the salaries by \$5,600 which was the incremental cost for the full time Account Clerk position.
Professional Services	\$25,000.00	Originally budgeted \$243,809 and reducing it by \$25,000 which eliminates the General Fixed Asset system update. Therefore, the new balance is \$218,809.
<b>Non Departmental</b>		
Professional Services	\$19,000.00	Originally budgeted \$163,400 and reducing it by \$19,000 which eliminates the User Fee Study. Therefore, the new balance is \$144,400.
Capital Outlay	\$46,400.00	Originally budgeted \$100,000 for the Phone System and reducing it by \$46,400, therefore leaving a new balance of \$53,600.
* Prop. 1A Mandate Reimbursement	\$295,633.00	Reimbursement from State for cost incurred in complying with unfunded mandates prior to 2004.
* Bell House Rental	\$25,200.00	Bell House Rental Lease

\*Revenues

<b>Community Development</b>		
<b>Building &amp; Safety</b>		
Professional Services	\$25,000.00	Originally budgeted \$165,000 and reducing it by \$25,000 which eliminates the building permit software. Therefore, the new balance is \$140,000.
<b>Community Services</b>		
<b>Youth/Sports/Activities</b>		
Education/Travel	\$1,950.00	Originally budgeted \$3,900 and is being reduced by \$1,950, therefore leaving a new balance of \$1,950.
<b>Recreation &amp; Community Services</b>		
Part Time Employees	\$10,000.00	Employee salaries is being reduced by \$10,000 due to the reduction in special events, the additional staff time will no longer be needed.
Advertising	\$2,000.00	Originally budgeted \$10,000 and is being reduced by \$2,000, therefore leaving a new balance of \$8,000.
Professional Services	\$18,000.00	Originally budgeted \$52,000 and is being reduced by \$18,000, which reduces the cost for the catalog printing to 2000 copies, therefore leaving a new balance of \$34,000.
Conference/Seminars	\$2,500.00	Originally budgeted \$5,000 and is being reduced by \$2,500, therefore leaving a new balance of \$2,500.
Special Events Programs	\$14,000.00	Originally budgeted \$64,000 and is being reduced by \$14,000, therefore leaving a new balance of \$50,000
One Day Excursions	\$5,000.00	Originally budgeted \$15,000 and is being reduced by \$5,000 therefore leaving a new balance of \$10,000.
<b>Facilities Maintenance</b>		
Capital Outlay-HVAC	\$28,500.00	This expense is being eliminated as it was double budgeted. The expense is already accounted for under Park Maintenance.
Capital Outlay-Treder Park	\$100,000.00	The Treder Park restroom rehabilitation project will be placed on hold therefore reducing the budget by \$100,000.
<b>Park Maintenance</b>		
Capital Outlay-Community Center Roof	\$100,000.00	The Community Center Roof replacement project will be placed on hold therefore reducing the budget by \$100,000.
<b>Police Department</b>		
Full-Time Employees	\$24,000.00	The department is reducing the employee salaries by \$24,000 by not reclassifying a Sergeant's position to a Lieutenant position.
Part-Time Employees	\$7,969.00	The department will be saving \$7,969 by not reclassifying a part time Office Aide to a full time Office Assistant.
<b>Total Reductions</b>	<b>\$1,132,169.00</b>	

**Summary:**

Staff has developed a general fund additional revenue and general fund reduction scenario with an additional \$1,132,169 net impact. Council direction is requested to reach a final determination for the fiscal year 15/16 budget.

**Attachment:**

1. Fiscal Year 2015-16 proposed budget summary of revenues and expenditures and change in Fund Balance.

**FISCAL YEAR 2015-16 PROPOSED BUDGET**  
**Summary of Revenue, Expenditure and Changes in Fund Balance**  
 3rd Revision as 6/19/2015

Attachment 1

	Audited			Fiscal Year 2014-15			Estimated			Fiscal Year 2015-16			Projected
	Fund Balance	Revenues	Expenditures	Transfers In	Transfers Out	Net Revenue Exp	Fund Balance	Revenues	Expenditures	Transfers In	Transfers Out	Net Revenue Exp	
001 General	21,029,794	13,220,124	12,305,686	296,000	2,871,888	(1,482,497)	19,547,585	12,616,532	12,054,015	1,310,052	0	1,271,809	20,819,164
106 Retirement	(881,682)	1,725,269	1,659,568	0	890,038	(923,397)	(1,805,019)	3,473,262 (A)	1,077,110	2,115,150	0	(518,968)	(2,324,017)
650 Risk Management	(268,077)	468,710	1,403,343	1,051,219	0	118,586	(151,491)	0	2,307	0	0	(1,614,899)	(1,768,330)
<b>Total for General &amp; Retirement - Risk Mgmt Funds</b>	<b>19,880,035</b>	<b>15,414,073</b>	<b>15,368,576</b>	<b>1,347,219</b>	<b>3,681,926</b>	<b>(2,289,220)</b>	<b>17,590,805</b>	<b>16,289,794</b>	<b>16,249,071</b>	<b>1,312,399</b>	<b>2,115,150</b>	<b>(852,028)</b>	<b>16,729,817</b>
103 AQMD	95,700	40,040	61,740	0	0	(21,700)	74,000	40,040	0	0	0	35,357	109,357
104 Gas Tax	2,332,349	984,000	2,033,855	20,000	20,000	(1,039,855)	1,262,494	632,397	1,795,471	7,529	68,591	(1,022,476)	240,018
108 Sanitation / Refuse	722,354	366,058	362,072	20,000	20,000	3,986	726,340	377,000	938	938	6,117	2,314	728,654
109 Sewer	1,009,599	348,168	177,343	7,000	7,000	153,825	1,172,414	348,168	11,294	11,294	36,215	(209,297)	983,117
110 Recycling	(16,344)	0	0	0	0	0	(16,344)	0	0	0	0	0	(16,344)
114 TDA Bikeway	0	28,000	27,000	0	0	2,000	2,000	23,625	0	0	0	0	(9,375)
118 Public Financing Authority	1,242,517	0	965,057	1,180,552	0	194,485	1,437,002	0	1,219,620	0	0	212,591	1,649,593
210 Successor Agency Trust Fund	(5,543,225)	1,791,000	3,431,885	1,254,690 (B)	0	(386,185)	(6,929,410)	2,794,400	2,814	2,814	15,392	(281,908)	(7,211,318)
300 Comm. Develop. Block Grant	(1,001)	1,003,986	943,456	0	0	60,500	59,498	563,252	11,135	11,135	0	11,135	70,634
336 STPL Federal Grant	0	0	0	0	0	0	0	603,000	0	0	0	0	0
450 Lighting & Landscaping	545,517	482,500	576,746	14,000	14,000	(128,246)	417,271	482,500	5,023	5,023	43,469	(121,946)	288,325
500 Capital Project	833,302	0	0	0	0	0	833,302	0	0	0	0	0	833,302
550 Cable TV / IIPA	86,517	0	(86,517)	0	0	86,517	0	0	0	0	0	0	0
570 Measure R	617,297	370,750	589,853	27,778	0	(191,325)	425,972	404,108	0	0	0	(377,629)	48,343
680 Proposition C	1,850,207	498,000	467,302	0	0	28,698	1,899,305	538,801	0	0	0	143,701	1,830,006
700 Proposition A	81,269	642,302	841,298	167,707	30,000	(61,289)	0 (D)	684,570	3,778	3,778	25,045	83,390	
710 Asset Forfeiture	357,704	53,500	213,767	10,000	10,000	(170,266)	187,466	0	0	0	24,268	(119,268)	68,200
720 COPS	382,648	100,500	16,730	0	0	83,770	468,319	100,000	0	0	0	(226,792)	239,527
750 AB 109 Police Task Force	118,881	93,944	103,860	0	0	(9,916)	103,965	0	0	0	13,840	(120,806)	(13,841)
770 CALRecycle	(130,400)	177,320	34,914	0	0	136,406	3	122,000	0	0	0	0	3
810 OTS State Grant	0	45,000	43,000	0	0	0	0	0	0	0	0	0	0
890 General Obligation Bonds	1,254,790	2,052,000	2,019,419	0	0	32,581	1,287,371	2,052,000	0	0	0	9,681	1,297,052
090 BCHA Operating	2,945,587	2,747,000	973,497	1,530,614	0	242,889	3,188,476	2,735,700	24,382	24,382	1,548,647	(1,356,309)	1,832,167
991 BCHA Capital Projects	798,223	0	0	0	0	0	798,223	0	0	0	0	0	798,223
992 BCHA Debt Service	(13,931)	0	1,321,683	1,335,614	0	13,931	0	0	1,300,847	1,300,845	0	2	0
<b>Total</b>	<b>27,906,744</b>	<b>27,207,111</b>	<b>30,680,642</b>	<b>5,313,550</b>	<b>5,313,550</b>	<b>(3,363,530)</b>	<b>23,943,214</b>	<b>28,991,353</b>	<b>33,202,676</b>	<b>3,859,757</b>	<b>3,859,757</b>	<b>(4,736,321)</b>	<b>19,791,891</b>

(A) Retirement Fund has included \$1,713,092.38 of credit from CALPERS  
 (B) Transfer to Successor Agency of \$1,254,680 from General Fund is the loan to Agency for the Debt Service Payment  
 (C) Measure R expenditures increase \$77,333 for Phase II Bus Shelter  
 (D) FY 2014-15 Prop A Fund has estimated a deficit of \$187,707 and staff transferred General Fund to zero out the deficit fund balance.  
 (E) Gas Tax Revenue was overstated \$652,823 in customized revenue  
 (F) Sewer Fund was under stated in revenue estimated \$348,168

# **ATTACHMENT 2**

**Additional cuts as of 6/26/2015**

**DEPARTMENT**  
*Administration*

**AMOUNT**

**COMMENTS**

<b>City Council</b>		N/A
<b>City Manager</b>		
Salaries	\$ 10,000.00	Reducing the PT salaries by \$10,000 which was the incremental cost for a part-time employee leaving a balance of \$0.
<b>Human Resources</b>		
Citywide Training	\$ 5,000.00	Originally budgeted \$35,000 and was reduced by \$5,000 on 6/22/15, further reducing the it by an additional \$5,000 therefore leaving a new balance of \$25,000.
<b>Risk Management</b>		
Workers Comp. Misc. Legal Expense	\$ 50,000.00	Originally budgeted \$100,000 and is being reduced by \$50,000, therefore leaving a new balance of \$50,000.
<b>City Attorney</b>		
City Attorney Cost reduction	\$ 115,000.00	Originally budgeted \$860,000 and is being reduced by \$150,000, therefore leaving a new balance of \$710,000. 6/24/2015- Further reduced an additional \$115,000 in legal cost to be charged to Special funds, and a new balance of \$595,000 for legal to cost to General Fund. (Total Legal Cost: Special Funds: \$115,000, General Fund \$595,000)
<b>City Clerk</b>		N/A

*Finance*

<b>Finance Dept</b>		
<b>Non Departmental</b>		
Professional Services	\$ 5,000.00	Reduction of paper goods, and supplies leaving a balance of \$144,000

**DEPARTMENT**

*Community Development*

<b>Building &amp; Safety</b>		
Conference/Seminars	\$ 1,000.00	Originally budgeted \$1,000 and is being reduced by \$1,000, therefore leaving a new balance of \$0.
Publications & Dues	\$ 200.00	Originally budgeted \$200.00 and is being reduced by \$200.00, therefore leaving a new balance of \$0.
Office Supplies	\$ 300.00	Originally budgeted \$300.00 and is being reduced by \$300.00, therefore leaving a new balance of \$0.
Department Supplies	\$ 700.00	Originally budgeted \$1200.00 and is being reduced by \$700.00, therefore leaving a new balance of \$500.

**DEPARTMENT**

**AMOUNT**

**COMMENTS**

**Code Enforcement**

Full Time Employees	\$ 92,624.00	Previous of elimination of the \$100,000 Tredder park project allowed for additional reallocation of CDBG mathcing funds to cover 75% of all Code Enforcement employee salaries
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**Successor Agency**

Admin. Cost	\$ 200,000.00	Successor agency administrative annual cost reimbursement, on going until FY 2037
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**Community Services**

CS Director	\$ (25,000.00)	Addition of Community Services Director.
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**Youth/Sports/Activities**

Automotive	\$ 1,000.00	Originally budgeted \$5,000 and is being reduced by \$1,000, therefore leaving a new balance of \$4,000.
Snack Bar	\$ 5,000.00	Originally budgeted \$35,000 and is being reduced by \$5,000, therefore leaving a new balance of \$30,000.
Professional Services	\$ 5,000.00	Originally budgeted \$94,100 and is being reduced by \$5,000, therefore leaving a new balance of \$89,100.

**Recreation & Community Services**

Part Time Employees	\$ 33,182.00	Net of employee part time salaries is being reduced to 900hrs per fiscal year and addition of the Part Time PERS cost.
Automotive	\$ 1,000.00	Originally budgeted \$5,000 and is being reduced by \$1,000, therefore leaving a new balance of \$4,000.
Publications and Dues	\$ 1,000.00	Originally budgeted \$1,000 and is being reduced by \$1,000, therefore leaving a new balance of \$0.
Office Supplies	\$ 5,000.00	Originally budgeted \$15,000 and is being reduced by \$5,000, therefore leaving a new balance of \$10,000.
Department Supplies	\$ 3,000.00	Originally budgeted \$35,000 and is being reduced by \$3,000 therefore leaving a new balance of \$32,000.
Lease and Rentals	\$ 2,000.00	Originally budgeted \$8,000 and is being reduced by \$2,000 therefore leaving a new balance of \$6,000.

**Facilities Maintenance**

N/A

**Park Maintenance**

N/A

**Police Department**

Paid in Lieu of Vac.	\$ 10,000.00	Originally budgeted \$10,000 and is being reduced by \$10,000 therefore leaving a new balance of \$0.
Paid in Lieu of Vac.	\$ 5,000.00	Originally budgeted \$5,000 and is being reduced by \$5,000 therefore leaving a new balance of \$0.

**Total Reductions****\$ 526,006.00**

**FISCAL YEAR 2015-16 PROPOSED BUDGET**  
**Summary of Revenue, Expenditure and Changes in Fund Balance**  
**6/27/2015**

	Audited Fund Balance 6/30/2014	Fiscal Year 2014-15					Estimated Fund Balance 6/30/2015	Fiscal Year 2015-16					Projected Fund Balance 6/30/2016
		Revenues	Transfers In	Expenditures	Transfers Out	Net Rev/vs Exp		Revenues	Transfers In	Expenditures	Transfers Out	Net Rev/vs Exp	
001 General	21,029,794	13,220,124	296,000	12,306,665	2,691,898	(1,482,439)	19,547,355	13,016,532	1,310,092	12,552,285	0	1,774,339	21,321,694
106 Retirement	(881,652)	1,725,239	0	1,658,568	990,038	(923,367)	(1,905,019)	3,473,262 (A)	0	1,903,634	2,115,150	(545,522)	(2,350,541)
850 Risk Management	(268,077)	468,710	1,051,219	1,403,343		116,586	(151,491)	0	2,307	1,567,146	0	(1,567,146)	(1,718,637)
<b>Total for General &amp; Retirement + Risk Mgt Funds</b>	<b>19,880,065</b>	<b>15,414,073</b>	<b>1,347,219</b>	<b>15,368,576</b>	<b>3,681,936</b>	<b>(2,289,220)</b>	<b>17,590,845</b>	<b>16,489,794</b>	<b>1,312,399</b>	<b>16,023,065</b>	<b>2,115,150</b>	<b>(336,023)</b>	<b>17,254,822</b>
103 AQMD	95,700	40,040	0	61,740	0	(21,700)	74,000	40,040	0	0	4,683	35,357	109,357
104 Gas Tax	2,332,349	984,000	0	2,033,855	20,000	(1,069,855)	1,262,494	832,397 E	7,529	1,795,471	68,931	(1,022,476)	240,018
108 Sanitation / Refuse	722,354	386,058	0	362,072	20,000	3,986	726,340	377,000	938	369,507	6,117	2,314	728,654
109 Sewer	1,008,589	348,168	0	177,343	7,000	163,825	1,172,414	348,168	11,294	532,544	36,215	(209,297)	963,117
110 Recycling	(16,344)	0	0	0	0	0	(16,344)	0	0	0	0	0	(16,344)
114 TDA Bikeway	0	29,000	0	27,000	0	2,000	2,000	23,625	0	35,000	0	(11,375)	(9,375)
118 Public Financing Authority	1,242,517	0	1,180,552	986,067	0	194,485	1,437,002	0	1,219,620	1,006,689	0	212,931	1,649,933
210 Successor Agency Trust Fund	(6,543,225)	1,791,000	1,254,680 (B)	3,431,865	0	(386,185)	(6,929,410)	2,794,400	2,814	3,063,730	15,392	(281,908)	(7,211,318)
300 Comm. Develop. Block Grant	(1,001)	1,003,956	0	943,456	0	60,500	59,499	583,252	11,135	583,252	0	11,135	70,634
336 STPL Federal Grant	0	0	0	0	0	0	0	603,000	0	625,000	0	(22,000)	(22,000)
450 Lighting & Landscaping	545,517	462,500	0	576,746	14,000	(128,246)	417,271	462,500	5,023	546,000	43,489	(121,946)	295,325
500 Capital Project	833,302	0	0	0	0	0	833,302	0	0	0	0	0	833,302
550 Cable TV /JPA	86,517	0	0	(86,517)	0	86,517	0	0	0	0	0	0	0
670 Measure R	617,297	370,750	27,778	589,853	0	(191,325)	425,972	404,106	0	781,735 C	0	(377,629)	48,343
680 Proposition C	1,658,207	496,000	0	467,902	0	28,098	1,686,305	538,801	0	395,100	0	143,701	1,830,006
700 Proposition A	61,289	642,302	167,707	841,298	30,000	(61,289)	0 (D)	684,570	3,776	579,911	25,045	83,390	83,390
710 Asset Forfeiture	357,734	53,500	0	213,767	10,000	(170,266)	187,468	0	0	95,000	24,268	(119,268)	68,200
720 COPS	382,549	100,500	0	16,730	0	83,770	466,319	100,000	0	326,792	0	(226,792)	239,527
750 AB 109 Police Task Force	116,881	93,944	0	103,860	0	(9,916)	106,965	0	0	106,966	13,840	(120,806)	(13,841)
770 CALRecycle	(138,403)	177,320	0	38,914	0	138,406	3	122,000	0	122,000	0	0	3
810 OTS State Grant	0	45,000	0	45,000	0	0	0	0	0	0	0	0	0
890 General Obligation Bonds	1,254,790	2,052,000	0	2,019,419	0	32,581	1,287,371	2,052,000	0	2,042,319	0	9,681	1,297,052
090 BCHA Operating	2,945,587	2,747,000	0	973,497	1,530,614	242,889	3,188,476	2,735,700	24,382	2,567,744	1,548,647	(1,356,309)	1,832,167
991 BCHA Capital Projects	798,223	0	0	0	0	0	798,223	0	0	0	0	0	798,223
992 BCHA Debt Service	(13,931)	0	1,335,614	1,321,683	0	13,931	0	0	1,300,847	1,300,845	0	2	2
<b>Total</b>	<b>27,306,744</b>	<b>27,237,111</b>	<b>5,313,550</b>	<b>30,600,642</b>	<b>5,313,550</b>	<b>(3,363,530)</b>	<b>23,943,214 ###</b>	<b>29,191,353</b>	<b>3,899,757</b>	<b>32,898,671</b>	<b>3,899,757</b>	<b>(4,252,840)</b>	<b>20,235,896</b>

(A): Retirement Fund has included \$1,713,092.38 of credit from CALPERS  
(C) Measure R expenditures increase \$77,335 for Phase II Bus Shelter  
(E) Gas Tax Revenue was overstated \$652,825 in estimated revenue

(B): Transfer to Successor Agency of \$1,254,680 from General Fund is the loan to Agency for the Debt Service Payment  
(D) FY 2014-15 Prop A Fund has estimated a deficit of \$167,707 and staff transferred General Fund to zero out the deficit balance.  
(F) Sewer Fund was under stated in revenue estimated \$348,168.

# **ATTACHMENT 3**

**Summary of Authorized Personnel**  
Full-Time and Part-Time Employees

**2012-13**   **2013-14**   **2014-15**   **2015-16**

<b>City Council</b>				
<i>Full-Time Positions</i>				
Administrative Specialist	-	-	1.00	-
<b>Total Full-Time</b>	-	-	<b>1.00</b>	-
<b>Total Department</b>	-	-	<b>1.00</b>	-

<b>City Manager's Office</b>				
<i>Full-Time Positions</i>				
City Manager	1.00	1.00	1.00	1.00
Environmental Programs Manager	-	-	1.00	-
Human Resources and Risk Manager	-	-	1.00	1.00
Senior Human Resources Analyst	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00			
<b>Total Full-Time</b>	<b>3.00</b>	<b>2.00</b>	<b>4.00</b>	<b>3.00</b>
<b>Total Department</b>	<b>3.00</b>	<b>2.00</b>	<b>4.00</b>	<b>3.00</b>

<b>City Clerk's Office</b>				
<i>Full-Time Positions</i>				
City Clerk	1.00	1.00	-	-
Assistant City Clerk	-	1.00	1.00	1.00
<b>Total Full-Time</b>	<b>1.00</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>
<b>Total Part-Time</b>	-	-	-	-
<b>Total Department</b>	<b>1.00</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>

<b>Finance Department</b>				
<i>Full-Time Positions</i>				
Finance Director	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00
Senior Accountant		1.00	1.00	1.00
Senior Management Analyst/City Treasurer	1.00	-	-	-
Account Clerk	3.00	3.00	3.00	3.00
Office Assistant	-	-	1.00	1.00
<i>Part-Time Positions</i>				
Office Technician	2.00	2.00	1.00	1.00
Office Clerk	2.00	2.00		
<b>Total Full-Time</b>	<b>6.00</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>
<b>Total Part-Time</b>	<b>2.00</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>
<b>Total Department</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

**Summary of Authorized Personnel**  
Full-Time and Part-Time Employees

2012-13   2013-14   2014-15   2015-16

<b>Police Department</b>				
<i><b>Full-Time Positions</b></i>				
Police Chief	1.00	1.00	1.00	1.00
Police Captain	2.00	1.00	1.00	1.00
Police Lieutenant	1.00	-	-	-
Police Sergeant	6.00	5.00	6.00	6.00
Police Officers	19.00	19.00	21.00	21.00
Management Analyst	2.00	2.00	2.00	2.00
Community Services Technician	1.00	-	-	-
Office Assistant	3.00	2.00	2.00	2.00
Office Coordinator	1.00	1.00	1.00	1.00
Parking Enforcement Officer	2.00	2.00	2.00	2.00
Police Dispatcher	5.00	5.00	5.00	5.00
<i><b>Part-Time Positions</b></i>				
Office Aide	1.00	1.00	1.00	1.00
Parking Enforcement Officer	1.00	1.00	1.00	1.00
Police Cadet	3.00	3.00	3.00	3.00
<i><b>Total Full-Time</b></i>	<b>43.00</b>	<b>38.00</b>	<b>41.00</b>	<b>41.00</b>
<i><b>Total Part-Time</b></i>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<i><b>Total Department</b></i>	<b>48.00</b>	<b>43.00</b>	<b>46.00</b>	<b>46.00</b>

<b>Community Development Department</b>				
<i><b>Full-Time Positions</b></i>				
Community Development Director	1.00	1.00	1.00	1.00
Code Enforcement Officer	2.00	2.00	2.00	2.00
Code Enforcement Supervisor			1.00	1.00
* Community Service Tech ( Housing)	1.00	1.00	1.00	1.00
Community Service Tech ( Planning)	1.00	1.00	1.00	1.00
Contracts and Facilities Manager	1.00	1.00	1.00	1.00
* Housing Manager			1.00	1.00
* Housing Rehab Technician	1.00	2.00	2.00	2.00
Management Analyst ( Economic Dev.)			1.00	1.00
Office Assistant (Permits)	1.00	1.00	1.00	1.00
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00
<i><b>Part-Time Positions</b></i>				
* Office Technician	2.00	2.00	2.00	2.00
Public Works Maintenance Worker			3.00	3.00
<i><b>Total Full-Time</b></i>	<b>9.00</b>	<b>10.00</b>	<b>13.00</b>	<b>13.00</b>
<i><b>Total Part-Time</b></i>	<b>2.00</b>	<b>2.00</b>	<b>5.00</b>	<b>5.00</b>
<i><b>Total Department</b></i>	<b>11.00</b>	<b>12.00</b>	<b>18.00</b>	<b>18.00</b>

\* Positions were transferred from Community Services Department

**Summary of Authorized Personnel**  
Full-Time and Part-Time Employees

**2012-13   2013-14   2014-15   2015-16**

<b>Community Services Department</b>				
<i><b>Full-Time Positions</b></i>				
Community Services Director	1.00	1.00	1.00	1.00
Administrative Specialist	1.00	1.00	1.00	1.00
Office Assistant			1.00	1.00
Recreation Program Coordinator	1.00	2.00	3.00	3.00
Recreation Supervisor	2.00	2.00	2.00	2.00
<i><b>Part-Time Positions</b></i>				
Park Maintenance Worker	-	-	-	1.00
Recreation Leader I	18.20	21.20	19.51	63.00
Recreation Leader II	6.39	7.21	7.49	8.00
Recreation Leader III	-	-		2.00
Recreation Leader IV	1.89	4.13	3.84	5.00
<i><b>Total Full-Time</b></i>	<b>5.00</b>	<b>6.00</b>	<b>8.00</b>	<b>8.00</b>
<i><b>Total Part-Time</b></i>	<b>26.48</b>	<b>32.54</b>	<b>30.84</b>	<b>79.00</b>
<i><b>Total Department</b></i>	<b>31.48</b>	<b>38.54</b>	<b>38.84</b>	<b>87.00</b>

**Citywide Authorized Positions**

<i><b>Grand Total Full-Time</b></i>	<b>67.00</b>	<b>64.00</b>	<b>75.00</b>	<b>73.00</b>
<i><b>Grand Total Part-Time</b></i>	<b>35.48</b>	<b>41.54</b>	<b>41.84</b>	<b>90.00</b>
<i><b>Grand Total Citywide</b></i>	<b>102.48</b>	<b>105.54</b>	<b>116.84</b>	<b>163.00</b>

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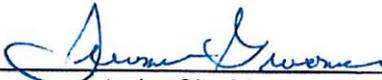
DATE: June 29, 2015

TO: Mayor and Members of the City Council

FROM: Jerry Groomes, Interim City Manager

APPROVED

BY:

  
\_\_\_\_\_  
Jerry Groomes, Interim City Manager

SUBJECT: **Fiscal Year 2015-16 Continuing Budget Resolution**

**RECOMMENDATION**

It is recommended that the City Council adopt Resolution No. 2015-34, authorizing current expenditures until final approval of the FY 15-16 Budget.

**BACKGROUND**

Consideration of the final budget for 2015-2016 requires an extension of time beyond June 30, 2015 for final determination and publication.

Therefore, a continuing resolution must be adopted to permit operations in the interim.

**ATTACHMENTS**

1. Resolution No. 2015-34

**RESOLUTION NO. 2015-34**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELL, CALIFORNIA  
AUTHORIZING THE CONTINUANCE OF OPERATIONS INTO FISCAL YEAR  
2015-2016 AT FISCAL YEAR 2014-2015 APPROPRIATIONS LEVELS**

WHEREAS, Section 1104 of the City of Bell Charter (the "Charter") requires the City Council to adopt an annual budget on or before June 30 of each year for the ensuing fiscal year; and

WHEREAS, the City Council duly passed the annual budget for fiscal year 2014-2015, which budget remains in effect until June 30, 2015; and

WHEREAS, City staff timely presented a proposed budget for fiscal year 2015-2016 to the City Council for its consideration and adoption; and

WHEREAS, as of the effective date of this resolution, the City Council continues to review and consider the proposed budget; and

WHEREAS, pending adoption of a final budget, the City Council desires to continue the operations of the City under the budget for fiscal year 2014-2015.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BELL DOES HEREBY  
RESOLVE AND DETERMINE AS FOLLOWS:**

Section 1. The City's annual budget for fiscal year 2014-2015 shall remain in full force and effect for fiscal year 2015-2016 until the earlier of the following: i) July 31, 2015; or ii) adoption of the City's annual budget for fiscal year 2015-2016.

Section 2. This Resolution shall take effect from and after the date of its passage and adoption.

**PASSED, APPROVED, AND ADOPTED** this 29th day of June 2015.

\_\_\_\_\_  
Ali Saleh, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
David Aleshire, City Attorney





# **City Council Agenda**

**Regular Meeting of the**

**Bell City Council/Bell Community Housing Authority/Successor Agency to the Bell  
Community Redevelopment Agency/ Bell Public Finance Authority/Planning  
Commission**

**Wednesday, June 24, 2015**

**7:00 P.M. Open Session**

**Bell Community Center  
6250 Pine Avenue**

**Ali Saleh  
Mayor**

**Alicia Romero  
Vice Mayor**

**Fidencio J. Gallardo  
Council Member**

**Ana Maria Quintana  
Council Member**

**Nestor Enrique Valencia  
Council Member**

## **AGENDA ITEM NO. 2**

Review of Fiscal Year 15-16 Proposed Budget. *(Council)*

***Recommendation:*** *It is recommended that the City Council receive and file.*



# **City Council Agenda**

**Special Meeting**

**Bell City Council**

**Monday, June 22, 2015**

**At 6:00P.M.**

**Bell Community Center  
6250 Pine Avenue**

**Ali Saleh  
Mayor**

**Alicia Romero  
Vice Mayor**

**Fidencio J. Gallardo  
Council Member**

**Ana Maria Quintana  
Council Member**

**Nestor Enrique Valencia  
Council Member**

**CITY OF BELL, CALIFORNIA**

**SPECIAL MEETING OF THE**

**Bell City Council**

**June 22, 2015 at 6:00 PM**

**Bell Community Center  
6250 Pine Avenue**

**Call to Order**

**Roll Call of the City Council:** Gallardo, Quintana, Valencia, Romero and Saleh

**Pledge of Allegiance**

**Communications from the Public**

This is the time members of the public may address the City Council to speak on items listed on the agenda only.

**Business Calendar**

1. Review of Fiscal Year 2015-16 Proposed Budget. *(Council)*

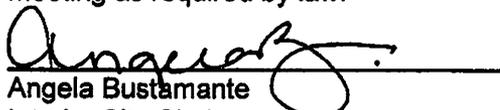
**Recommendation:** *It is recommended that the Council review the proposed budget and make any necessary revisions.*

2. Scheduling of Special Meeting to Adopt the FY 15-16 Budget. *(Council)*

**Recommendation:** *It is recommended that the Council schedule a Special Meeting on Monday, June 29<sup>th</sup> or Tuesday June 30<sup>th</sup> to adopt the FY 15-16 Budget.*

**Adjournment**

I, Angela Bustamante, Interim City Clerk of the City of Bell, certify that a true, accurate copy of the foregoing agenda was posted on June 19, 2015, at least twenty-four (24) hours prior to the meeting as required by law.

  
Angela Bustamante  
Interim City Clerk

# City of Bell Agenda Report

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DATE: June 22, 2015  
TO: Mayor and Members of the City Council  
FROM: Shally Lin, Interim Finance Director  
APPROVED BY:   
Jerry Groomes, Interim City Manager

SUBJECT: **Fiscal Year 2015-16 Proposed Budget**

## RECOMMENDATION

Review the staff's proposals for further General Fund additional revenues and additional reductions and provide direction for final FY 2015-16 budget preparation.

## BACKGROUND

The proposed FY 2015-16 budget was published on May 26, 2015, and was subsequently reviewed by the City Council on May 28<sup>th</sup>, June 8<sup>th</sup>, and June 10<sup>th</sup> 2015. At the June 10, 2015 City Council meeting, a Public Hearing was conducted and the budget matter was continued to a special meeting on June 15, 2015. At that June 15<sup>th</sup> meeting, the City Council voted to reduce an additional \$1 million from the Proposed General Fund without reduction of Public Safety and Community Services Programs, and directed staff to schedule this special meeting to discuss the recommended changes.

## DISCUSSION

The budget presented for consideration is now in its third (3<sup>rd</sup>) revised stage. The initial budget was proposed on May 26, 2015. That version proposed reduced General Fund spending by eliminating non-essential positions and use of Special Funds and Grant Funds to replace the use of General Funding wherever possible. Positions proposed for elimination/not funding included:

City Manager's Office:	Administrative Specialist Environmental Programs Manager
City Clerk's Office:	City Clerk
City Attorney Fund:	Contract Reduction (\$340,000)
Community Development Department:	(2) Office Technicians
Community Services Department:	Community Services Director
Finance Department:	Part time Office Technician

Positions proposed to be added in the first version included:

City Manager/City Clerk:	Management Assistant to be shared equally By Departments.
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Community Development Department: Management Aide (in exchange for 2 Part time Office Technicians)

Community Services Department: Community Services Manager (in exchange for Community Services Director)

Finance Department: Account Clerk (in exchange for a part time Office Technician)

Police Department: Police Lieutenant (in exchange for one Sergeant)  
Office Assistant (in exchange for Office Aide: to assist with grant writing)  
Part time Dispatcher

In summary, the difference between the FY 2014-15 and the initially proposed FY 2015-16 budgets, in terms of General Fund reserves required to meet ongoing operating expenditures, was \$1,420,505.

From that initially proposed version of the budget, staff incorporated changes and included input from the Council at the June 8, 2015 meeting as follows:

-Increased revenues for Soccer Leagues	\$45,000 *
-Eliminated Management Assistant from City Manager's Office	\$25,773
-Eliminated Building Security System	\$100,000
-Eliminated Futsal Project	\$30,000
-CDBG Cost Allocation	\$60,000 **

These further reductions would amount to an additional General Fund operation expense impact for FY 2015-16, yielding a surplus in operational costs of \$239,639. However, this DOES NOT take into consideration the funding required to meet Retirement and Risk Management costs which impact the overall General Fund balance.

Accordingly, when the City Council met on June 15, 2015, they gave staff direction that there be a version prepared that reflects no new hiring, and reduces an additional \$1 million from the General Fund without reduction of Public Safety and Community Services Programs. The following are proposed as additional changes in response to that request:

DEPARTMENT	AMOUNT	COMMENTS
<b>Administration</b>		
<b>City Council</b>		
Benefits	\$18,322.00	Originally budgeted \$69,504, this included the cost for the Management Assistant, therefore leaving a balance of \$51,182 for Council's benefits.
Conference/Seminars	\$5,000.00	Originally budgeted \$12,500 and is being reduced by \$5,000, therefore leaving a new balance of \$7,500
Education/Travel	\$5,000.00	Originally budgeted \$12,500 and is being reduced by \$5,000, therefore leaving a new balance of \$7,500
Department Supplies	\$6,000.00	Originally budgeted \$12,000 and is being reduced by \$6,000. The \$6,000 represents the purchase of I-Pads and agenda management software, which will not be budgeted. Therefore the new balance for department supplies is \$6,000.

\*Revenues,

\*\*Proposed CDBG cost allocation later determined ineligible, and therefore not included in the FY 15/16 budget estimates

<b>City Manager</b>		
Conference/Seminars	\$2,500.00	Originally budgeted \$5,000 and is being reduced by \$2,500, therefore leaving a new balance of \$2,500.
Education/Travel	\$2,500.00	Originally budgeted \$5,000 and is being reduced by \$2,500, therefore leaving a new balance of \$2,500.

<b>Human Resources</b>		
Conference/Seminars	\$2,000.00	Originally budgeted \$4,000 and is being reduced by \$2,000, therefore leaving a new balance of \$2,000.
Education/Travel	\$2,000.00	Originally budgeted \$4,000 and is being reduced by \$2,000, therefore leaving a new balance of \$2,000.
Citywide Training	\$5,000.00	Originally budgeted \$35,000 and is being reduced by \$5,000, therefore leaving a new balance of \$30,000.

<b>Risk Management</b>		
WC Safety Settlements	\$100,000.00	Originally budgeted \$450,000 and is being reduced by \$100,000, therefore leaving a new balance of \$350,000.

<b>City Attorney</b>	\$150,000.00	Originally budgeted \$860,000 and is being reduced by \$150,000, therefore leaving a new balance of \$710,000.
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<b>City Clerk</b>		
Full Time Employees	\$25,773.00	Originally budgeted \$ 100,958, this included the cost for the Management Assistant, therefore leaving a balance of \$75,184.
Benefits	\$18,322.00	Originally budgeted \$43,231, this included the cost for the Management Assistant, therefore leaving a balance of \$24,909.
Advertising/Legal Notices	\$30,000.00	Originally budgeted \$35,000. The advertisement of legal notices has been re-distributed to each department's budget therefore reducing the clerk's budget by \$30,000. The new balance is \$5,000.
Conference/Seminars	\$3,000.00	Originally budgeted \$5,000 and is being reduced by \$3,000, therefore leaving a new balance of \$2,000.
Education/Travel	\$1,000.00	Originally budgeted \$3,000 and is being reduced by \$1,000, therefore leaving a new balance of \$2,000.

**Finance**

<b>Finance Department</b>		
Salaries	\$5,600.00	Reducing the salaries by \$5,600 which was the incremental cost for the full time Account Clerk position.
Professional Services	\$25,000.00	Originally budgeted \$243,809 and reducing it by \$25,000 which eliminates the General Fixed Asset system update. Therefore, the new balance is \$218,809.

<b>Non Departmental</b>		
Professional Services	\$19,000.00	Originally budgeted \$163,400 and reducing it by \$19,000 which eliminates the User Fee Study. Therefore, the new balance is \$144,400.
Capital Outlay	\$46,400.00	Originally budgeted \$100,000 for the Phone System and reducing it by \$46,400, therefore leaving a new balance of \$53,600.
* Prop. 1A Mandate Reimbursement	\$295,633.00	Reimbursement from State for cost incurred in complying with unfunded mandates prior to 2004.
* Bell House Rental	\$25,200.00	Bell House Rental Lease

\*Revenues

<b>Community Development</b>		
<b>Building &amp; Safety</b>		
Professional Services	\$25,000.00	Originally budgeted \$165,000 and reducing it by \$25,000 which eliminates the building permit software. Therefore, the new balance is \$140,000.
<b>Community Services</b>		
<b>Youth/Sports/Activities</b>		
Education/Travel	\$1,950.00	Originally budgeted \$3,900 and is being reduced by \$1,950, therefore leaving a new balance of \$1,950.
<b>Recreation &amp; Community Services</b>		
Part Time Employees	\$10,000.00	Employee salaries is being reduced by \$10,000 due to the reduction in special events, the additional staff time will no longer be needed.
Advertising	\$2,000.00	Originally budgeted \$10,000 and is being reduced by \$2,000, therefore leaving a new balance of \$8,000.
Professional Services	\$18,000.00	Originally budgeted \$52,000 and is being reduced by \$18,000, which reduces the cost for the catalog printing to 2000 copies, therefore leaving a new balance of \$34,000.
Conference/Seminars	\$2,500.00	Originally budgeted \$5,000 and is being reduced by \$2,500, therefore leaving a new balance of \$2,500.
Special Events Programs	\$14,000.00	Originally budgeted \$64,000 and is being reduced by \$14,000, therefore leaving a new balance of \$50,000
One Day Excursions	\$5,000.00	Originally budgeted \$15,000 and is being reduced by \$5,000 therefore leaving a new balance of \$10,000.
<b>Facilities Maintenance</b>		
Capital Outlay-HVAC	\$28,500.00	This expense is being eliminated as it was double budgeted. The expense is already accounted for under Park Maintenance.
Capital Outlay-Treder Park	\$100,000.00	The Treder Park restroom rehabilitation project will be placed on hold therefore reducing the budget by \$100,000.
<b>Park Maintenance</b>		
Capital Outlay-Community Center Roof	\$100,000.00	The Community Center Roof replacement project will be placed on hold therefore reducing the budget by \$100,000.
<b>Police Department</b>		
Full-Time Employees	\$24,000.00	The department is reducing the employee salaries by \$24,000 by not reclassifying a Sergeant's position to a Lieutenant. position.
Part-Time Employees	\$7,969.00	The department will be saving \$7,969 by not reclassifying a part time Office Aide to a full time Office Assistant.
<b>Total Reductions</b>	<b>\$1,132,169.00</b>	

**Summary:**

Staff has developed a general fund additional revenue and general fund reduction scenario with an additional \$1,132,169 net impact. Council direction is requested to reach a final determination for the fiscal year 15/16 budget.

**Attachment:**

1. Fiscal Year 2015-16 proposed budget summary of revenues and expenditures and change in Fund Balance.

**FISCAL YEAR 2015-16 PROPOSED BUDGET**  
**Summary of Revenue, Expenditure and Changes in Fund Balance**  
 3rd Revision as 6/19/2015

	Audited Fund Balance 6/30/2014	Fiscal Year 2014-15					Estimated Fund Balance 6/30/2015	Fiscal Year 2015-16					Projected Fund Balance 6/30/2016	
		Revenues	Transfers In	Expenditures	Transfers Out	Net Rev/vs Exp		Revenues	Transfers In	Expenditures	Transfers Out	Net Rev/vs Exp		
001 General	21,029,794	13,220,124	296,000	12,306,665	2,691,898	(1,482,439)	19,547,355	12,816,532	1,310,092	12,854,815	0	1,271,809	20,819,164	
106 Retirement	(881,652)	1,725,239	0	1,658,568	990,038	(923,367)	(1,805,019)	3,473,262 (A)	0	1,877,110	2,115,150	(518,998)	(2,324,017)	
850 Risk Management	(268,077)	468,710	1,051,219	1,403,343		116,586	(151,491)	0	2,307	1,617,146	0	(1,614,839)	(1,768,330)	
<b>Total for General &amp; Retirement + Risk Mgt Funds</b>	<b>19,880,065</b>	<b>15,414,073</b>	<b>1,347,219</b>	<b>15,368,576</b>	<b>3,681,936</b>	<b>(2,289,220)</b>	<b>17,590,845</b>	<b>0</b>	<b>16,289,794</b>	<b>1,312,399</b>	<b>16,349,071</b>	<b>2,115,150</b>	<b>(862,028)</b>	<b>16,728,817</b>
103 AQMD	95,700	40,040	0	61,740	0	(21,700)	74,000	40,040	0	0	4,683	35,357	109,357	
104 Gas Tax	2,332,349	984,000	0	2,033,855	20,000	(1,069,855)	1,262,494	832,397 E	7,529	1,795,471	68,931	(1,022,476)	240,018	
108 Sanitation / Refuse	722,354	396,058	0	362,072	20,000	3,986	729,340	377,000	938	368,507	6,117	2,314	728,654	
109 Sewer	1,008,589	348,168	0	177,343	7,000	163,825	1,172,414	348,168	11,294	532,544	35,215	(209,297)	963,117	
110 Recycling	(16,344)	0	0	0	0	0	(16,344)	0	0	0	0	0	(16,344)	
114 TDA Bikeway	0	29,000	0	27,000	0	2,000	2,000	23,625	0	35,000	0	(11,375)	(9,375)	
118 Public Financing Authority	1,242,517	0	1,180,552	986,067	0	194,485	1,437,002	0	1,219,620	1,006,689	0	212,931	1,649,933	
210 Successor Agency Trust Fund	(6,543,225)	1,791,000	1,254,680 (B)	3,431,865	0	(386,185)	(6,929,410)	2,794,400	2,814	3,063,730	15,392	(281,908)	(7,211,318)	
300 Comm. Develop. Block Grant	(1,001)	1,003,956	0	943,456	0	60,500	59,499	583,252	11,135	583,252	0	11,135	70,634	
336 STPL Federal Grant	0	0	0	0	0	0	0	603,000	0	603,000	0	0	0	
450 Lighting & Landscaping	545,517	462,500	0	576,746	14,000	(128,246)	417,271	462,500	5,023	548,000	43,469	(121,946)	295,325	
500 Capital Project	833,302	0	0	0	0	0	833,302	0	0	0	0	0	833,302	
550 Cable TV JPA	86,517	0	0	(86,517)	0	86,517	0	0	0	0	0	0	0	
670 Measure R	617,297	370,750	27,778	589,853	0	(191,325)	425,972	404,106	0	781,735 C	0	(377,629)	48,343	
680 Proposition C	1,658,207	496,000	0	467,902	0	28,098	1,686,305	538,801	0	395,100	0	143,701	1,830,006	
700 Proposition A	61,289	642,302	167,707	841,298	30,000	(61,289)	0 (D)	684,570	3,776	579,911	25,045	83,390	83,390	
710 Asset Forfeiture	357,734	53,500	0	213,767	10,000	(170,266)	187,468	0	0	95,000	24,268	(119,268)	68,200	
720 COPS	382,549	100,500	0	16,730	0	83,770	466,319	100,000	0	326,792	0	(226,792)	239,527	
750 AB 109 Police Task Force	116,881	93,944	0	103,660	0	(9,916)	106,965	0	0	106,966	13,840	(120,806)	(13,841)	
770 CALRecycle	(138,403)	177,320	0	38,914	0	138,406	3	122,000	0	122,000	0	0	3	
810 OTS State Grant	0	45,000	0	45,000	0	0	0	0	0	0	0	0	0	
890 General Obligation Bonds	1,254,790	2,052,000	0	2,019,419	0	32,581	1,287,371	2,052,000	0	2,042,319	0	9,681	1,297,052	
090 BCHA Operating	2,945,587	2,747,000	0	973,497	1,530,614	242,889	3,188,476	2,735,700	24,382	2,567,744	1,548,647	(1,358,309)	1,832,167	
991 BCHA Capital Projects	798,223	0	0	0	0	0	798,223	0	0	0	0	0	798,223	
992 BCHA Debt Service	(13,931)	0	1,335,614	1,321,683	0	13,931	0	0	1,300,847	1,300,845	0	2	2	
<b>Total</b>	<b>27,308,744</b>	<b>27,237,111</b>	<b>5,313,850</b>	<b>30,680,642</b>	<b>5,313,650</b>	<b>(3,363,530)</b>	<b>23,943,214 ###</b>	<b>28,991,353</b>	<b>3,899,757</b>	<b>33,202,676</b>	<b>3,899,757</b>	<b>(4,730,321)</b>	<b>19,731,891</b>	

(A): Retirement Fund has included \$1,713,092.38 of credit from CALPERS  
 (C) Measure R expenditures increase \$77,335 for Phase II Bus Shelter  
 (E) Gas Tax Revenue was overstated \$652,825 in estimated revenue

(B): Transfer to Successor Agency of \$1,254,680 from General Fund is the loan to Agency for the Debt Service Payment  
 (D) FY 2014-15 Prop A Fund has estimated a deficit of \$167,707 and staff transferred General Fund to zero out the deficit fund balance.  
 (F) Sewer Fund was under stated in revenue estimated \$348,168.



# City Council Agenda

Regular Meeting of the

Bell City Council/Bell Community Housing Authority/Successor Agency to the Bell  
Community Redevelopment Agency/ Bell Public Finance Authority/Planning  
Commission

**Wednesday, June 10, 2015**

**7:00 P.M. Open Session**

Bell Community Center  
6250 Pine Avenue

**Ali Saleh  
Mayor**

**Alicia Romero  
Vice Mayor**

**Fidencio J. Gallardo  
Council Member**

**Ana Maria Quintana  
Council Member**

**Nestor Enrique Valencia  
Council Member**

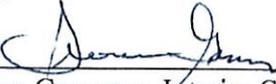
## City of Bell Agenda Report

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DATE: June 1, 2015

TO: Honorable Mayor and City Council

FROM: Shally Lin, Interim Finance Director 

APPROVED BY:   
Jerome Groomes, Interim City Manager

SUBJECT: **Fiscal Year 2015-16 Proposed Budget**

### **Recommendation:**

- 1 Conduct public hearing; and
- 2 Review the Proposed Budget and make any necessary revisions.

### **Background:**

The City Charter calls for publication of the City Manager's Proposed Budget at least 35 days prior to the beginning of the fiscal year. Following publication, the City Council shall review the Proposed Budget and make revisions, if necessary, and schedule time for the holding of a public hearing thereon.

The Proposed Budget was published on May 26, 2015, and delivered to the City Council under separate cover. It is recommended that the City Council conduct a public hearing on the Proposed Budget and any revisions made to it for June 10, 2015.

### **Fiscal Impact:**

The Proposed Budget reflects the revenue and expenditure plans of Twenty Eight Funds which includes General Fund, Special Revenue Funds, Debt Service Fund, Bell Housing Authority and Capital Project Funds.

The Proposed Budget reflects total revenue and transfers in assumption of \$32,612,128, and total expenditures and transfers out of \$38,155,102. With regard to the General Fund, total revenue and transfers in are \$13,470,797 and total expenditures and transfers out are \$13,721,924.



# **City Council Agenda**

Special Meeting

**Bell City Council**

**Monday, June 8, 2015**

**At 6:00P.M.**

Bell Community Center  
6250 Pine Avenue

Ali Saleh  
**Mayor**

Alicia Romero  
**Vice Mayor**

Fidencio J. Gallardo  
**Council Member**

Ana Maria Quintana  
**Council Member**

Nestor Enrique Valencia  
**Council Member**

**CITY OF BELL, CALIFORNIA**

**SPECIAL MEETING OF THE**

**Bell City Council**

**June 8, 2015 at 6:00 PM**

**Bell Community Center  
6250 Pine Avenue**

**Call to Order**

**Roll Call of the City Council: Gallardo, Quintana, Valencia, Romero and Saleh**

**Pledge of Allegiance**

**Communications from the Public on Closed Session Items**

This is the time members of the public may address the City Council to speak on items on the agenda only.

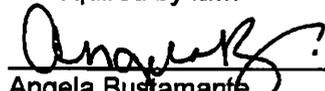
**Business Calendar**

2. Review of FY 15-16 Proposed Budget. *(Council)*

***Recommendation:*** *It is recommended that the City Council receive and file.*

**Adjournment**

I, Angela Bustamante, Interim City Clerk of the City of Bell, certify that a true, accurate copy of the foregoing agenda was posted on June 8, 2015, at least twenty-four (24) hours prior to the meeting as required by law.

  
\_\_\_\_\_  
Angela Bustamante  
Interim City Clerk



May 26, 2015

Honorable Mayor and City Council,

This has been a year of continued future optimism for the City of Bell. A great deal has been accomplished to bring the City back from its prior condition of financial chaos and poor leadership. Completion of long overdue audits has clarified the city's financial position, and implementation of a new finance and accounting systems will greatly increase confidence in handling financial matters. The fortunate timing of a major land sales transaction provided a much needed boost to the General Fund Reserve and gave some relief as a future course is charted.

The City has continued to build on the list of accomplishments in FY 2014/15. Most notable among these include:

- Significant legal accomplishments eliminating approximately \$75 million of potential liability and recovery of over \$10 million.
- Hiring a permanent Police Chief, providing leadership through best practices.
- Improved and expanded recreational facilities and increased programming for youth and adult sports, senior citizen services and special events.
- Marketed three significant downtown properties for sale and development.
- Worked with developer to bring new businesses/jobs to the Dexia property.
- Completed street resurfacing, slurry seal and pavement rehab projects.
- Completed and submitted Housing Element.
- Obtained funding for General Plan Update and Bicycle Master Plan.
- Issued over 1,000 building permits, performed over 150 plan checks and issued over 200 encroachment permits.
- Hired a new Code Enforcement Supervisor and vastly improved procedures and program effectiveness.
- Hired a Human Resources and Risk Manager to improve employee related functions and services.

The approach to developing the purposed FY 2015/16 budget focuses on reduced General Fund spending wherever possible. Positions considered non essential are not recommended for funding. Use of Special Funds and Grant Funds are increased to further offset General Fund spending. Primary changes in the General Fund expenditures and staff are summarized as follows:

City Manager's Office: Proposed elimination of the position of Administrative Specialist that was funded in FY 2014/15. The position of Environmental Programs Manager shall remain vacant and unfunded for FY 2015/16. Addition of a (.5) Management Assistant-FT is proposed to assist with the administrative affairs of the five-member City Council. Net savings to General Fund, \$25,600.

City Clerk's Office: The City Clerk position is proposed to be unfunded for FY 2015/16. Reduction of funding from last year for election cost (not required in FY 2015/16). Addition of a (.5) Management

Assistant-FT is proposed to assist with the administrative affairs of the City Clerk's Office. Net savings to General Fund, \$180,000.

City Attorney Fund: Anticipated reduction of costs expected with legal matters. Net savings to General Fund, \$340,000.

Community Development Department: Transfer in of all BCHA & CDBG staff and duties from the Community Services Department, and transfer in of Facilities Maintenance functions from Community Services Department. Proposed elimination of (2) Office Technicians-PT for (1) to a Management Aide (PT) in BCHA and CDBG to assist with the administrative function of the housing authority. Allocation of allowable charges to BCHA, CDBG, and other Special Funds. Net savings to General Fund, \$296,000.

Community Services Department: Proposed elimination of the position of Community Services Director in exchange for a proposed Community Services Manager with a reduced salary to reflect the reduction of duties related to BCHA, CDBG, and Facilities Maintenance. Reclassification of an authorized Recreation Leader IV (PT) position to a Park Maintenance Worker (PT), which will accurately reflect the duties of the position. Net savings to General Fund, \$21,300.

Finance Department: Addition of (1) Account Clerk-FT in exchange for an Office Assistant -PT to assist with general ledger, accounts payable, and new Federal ACA health benefits reporting requirements. Net cost to general fund, \$5,600.

Police Department: Charge (2) existing Police Officers to COPS Grant Funding. Addition of (1) Police Lieutenant in exchange for (1) Police Sergeant. Addition of (1) Office Assistant-FT in exchange for an Office Aide -PT to assist with grants and community relations. Addition of (1) Police Dispatcher-PT. Net savings to General Fund, \$290,000.

**General Fund:**

The revenue budget has been prepared using the projected revenues for Fiscal Year 2014/15 as a base for Fiscal Year 2015/16. The base has been adjusted for known one-time events and then projected to increase and/or decrease based on known trends. Those same trends and one-time adjustments have also been used to derive the proposed Fiscal Year 2015/16 revenues.

The personnel services portion of the Fiscal Year 2015/16 expenditure budget has been prepared by projecting wages and salaries by position at current levels and adjusted in annual merit increases for certain assigned positions, and does not include projected CPI cost of living increases for any bargaining group.

The maintenance & operations and capital outlay/improvements portions of the Fiscal Year 2015/16 expenditure budget have been prepared by using historical data to estimate costs in addition to including estimates for new programs and projects. Fiscal Year 2015/16 expenditures include amounts estimated for the current fiscal year expenditures and incorporates known significant changes, such as increases in contract costs, where applicable.

To better illustrate trends and changes, in virtually every section of the budget document, you will see a column indicating FY 2013/14 actual operating results, followed by both the amended budget and estimated FY 2014/15 year-end amounts. The final column is the FY 2015/16 projected budget amounts.

The program descriptions in each section of the budget generally include the program description, primary activities, and objectives of the program. In addition, each program includes FY 2014/15 major

accomplishments, significant program changes for FY 2015/16 and the additional costs or savings from the changes for the next fiscal year.

As a result of the very slow progress of current economic trends that the community now faces, one effective strategy is to tap the suggestions of community members to address the current situation. Viewed as an opportunity, some of the decisions made today can help position the City for future savings and continued long-term fiscal health. In this regard, a community input form was developed to solicit community input to enhance discussions during the community town hall meetings.

It is crucial that the City continue to stay the course and maintain the present package of core services for our residents, businesses, and visitors, and protect all essential municipal services that contribute to the high quality of life in the City of Bell. The proposed budget has a structural deficit of \$251,126 due to the City continuing to provide public services to residents during a weak economy without any reduction or removal of programs or services.

To assist with fiscal management, the proposed budget offers a clear presentation of what is proposed to be funded, including funding sources and amounts.

- To ensure that the big picture is understandable, the summary pages provide a snapshot of the City's finances for general fund revenues of \$13.5 million and expenditures of \$13.7 million, which do not include the Risk Management Fund's expenditures. The Risk Management Fund has no dedicated revenue source and relies on transfers from the General Fund to meet the cost of expenditures for both liability and worker's compensation programs, which, for the FY 2015/16, projected costs will be \$1,880,146.
- To ensure that the details are understandable, the budget is organized according to the following programs:

Administration includes: the City Council; City Manager; City Attorney; City Clerk; Human Resources; and Risk Management.

Finance Department includes: general Finance; non-departmental expenditures; retirement; Financing Authority; general operations bonds; and BCHA debt service.

Community Development Department includes: Planning; Economic Development; Building Safety; Code Enforcement; Engineering; and various special fund operations including Gas Tax, Sanitation, Sewer, Recycling, bikeway STPL Federal Grant, Lighting and Landscaping, Measure R, Proposition C, Successor Agency Trust Fund administration of CDBG programs, and administration of BCHA operations.

Community Services Department includes: Youth, Sports and Park Activities; Recreation and Community Services; skate park activity; Information Technology; and parks and Civic Center maintenance.

Capital Improvement Projects includes: Pavement Rehabilitation; Florence Avenue Street Resurfacing; sewer improvements; and various facility improvement programs.

### **Retirement Fund/Pension Contribution and Obligations:**

The FY 2015/16 proposed budget includes a total of \$3.8 million in retirement pension expenditures; this amount represents the payments for on-going retirees' health benefits cost of \$551,704 and the normal contribution of retirement pension costs for both safety and non-safety employees' groups of \$895,530. In

addition, last year CalPERS published the calculation of risk pooling for all members and the CalPERS Board adopted new amortization methods reflecting the changes in the calculation in April 2013. This will impact City of Bell employer rates of contribution for the upcoming FY 2015/16. Furthermore, in February 2014, the Board adopted new actuarial assumptions regarding new demographic assumptions including a 20-year projected improvement in mortality which will impact rates starting FY 2016/17.

As a result, the board at their May 21, 2014 meeting has made the decision to approve structural changes to the risk pools, with all pools' plans being combined into two active pools, one for miscellaneous groups (non-safety) and one for all safety groups, effective with the adopted 2013 valuations. The result from these changes is that CalPERS will collect contributions toward Bell's unfunded liability and side funds as a dollar amount in addition to the required percentage contribution rate, and the City will receive the billing from CalPERS at the beginning of each fiscal year. Our unfunded liability and cost rate for the safety group cost is \$700,567 unfunded liability plus the 20.230% contribution rate and for the miscellaneous group unfunded liability is \$633,718 plus the cost rate of 12.729%.

Due to the dissolution of the Redevelopment Agency, the Department of Finance along with the County of Los Angeles has held the Pension Property Tax Override Levy proceeds of \$650,000 normally allocated to the City; as a result we have been carrying a deficit position in the Retirement Fund. The May 2015 Governor's Budget has included new language regarding the release of tax levies, but we are still uncertain what amount is available to the City and when it will be made available to the City to pay the outstanding 2005 Taxable Revenue Bonds debt service payment of \$1,006,689 for FY 2015-16, this bond is reliant on the pledged retirement tax revenue until August 2019.

The City continues to work with CalPERS to obtain the credit due from the previous excessive pension payments for the former employees and council members during the Rizzo regime. The latest credit available to the City is \$1.7 Million and possible additional credit may be available to the City after further research is done by Human Resources personnel and CalPERS staff. We might be able to apply these credits to reduce our actuarial contribution calculations, and we are not expecting CalPERS to issue a cash reimbursement to the City.

We are utilizing this onetime credit of \$1.7 million to assist the City to reduce the Retirement Fund deficit for FY 2015/16 but the Retirement Fund will continue to carry a deficit balance and requires General Fund support.

### **Risk Management Fund:**

The General Fund and the Risk Management Fund are tied together, since all expenditures come directly from the General Fund. The City was able to resolve the "Mango" case which is one of the scandal related lawsuits in (FY 2014/15). In FY 2015/16 the City faces three "Safety Liability" cases with an unknown resolution date. We have implemented quarterly review meetings with the City's third party claims administrators Carl Warren (Liability Claims) and AdminSure (Workers' Comp.) to manage claims cost and to determine prevention strategies. The City will experience higher than normal costs in our workers compensation expenses due to a significant loss in the Safety Workers Compensation fund which will reach the City's \$250K insurance deductible. In November 2014 the Bell Community Center experienced a fire which caused extensive smoke damage; it is unknown at this time what the impact to the City's property insurance premium and a request for additional funds to pay for any increases have been included in the budget.

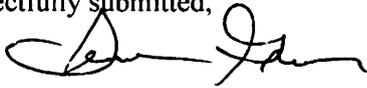
On July 1, 2014, the City was admitted into the ICRMA Insurance Risk Pool which provides liability insurance coverage for the City. Joining the ICRMA will allow the City to better predict what our risk

exposure is for Safety and Miscellaneous claims and provides resources to develop our Risk Management Program. In the winter of 2014 the ICRMA conducted a risk management audit which provided the City with a “Risk Management Assessment Report,” and requests in the FY 2015/16 budget provides resources to continue to build the Risk Management Program and act on the recommendations in the report.

Staff will continue to leverage the resources available through our Risk Management Pools ICRMA (Liability) and CSAC-EIA (Works Comp) to develop policies and training programs.

Challenges still remain for the City of Bell to become more financially stable. It will be essential to increase the revenue base and develop a plan to successfully address the costs of unfunded liabilities in Risk Management and the employees’ retirement plans. Continued commitment to careful utilization of resources and creating a strategic economic development plan are the key centerpieces for achieving long term sustainability.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jerry Groomes", written over a horizontal line.

Jerry Groomes  
Interim City Manager