



MEMORANDUM

To: Honorable Mayor and Members of the City Council
From: Howard W. Brown, Jr., City Manager 
CC: City Department Directors
Date: February 12, 2016
Re: **Bi-Monthly Update and Report (Week Ending Saturday, February 13, 2016)**

We had a very productive week. Although we have several vacancies within key areas of the city, Staff is doing a good job at running the day-to-day operations. We had our City Council Meeting on Wednesday, February 11.

Administration

- I attended the California Annual City Manager's Conference, February 4 - 5, in Indian Wells, CA.
- On Wednesday, February 10, 2016, I met with Mr. Jose Vasquez with Savas Tires (who led a small group of residents and business owners) about several issues such as code enforcement, crime, taxes, new park improvements, the ease of permit issuance and business retention. The meeting was very positive and I plan to meet with them on a quarterly basis to discuss these issues. I was joined by senior staff who gave an introduction to the group as well as answered questions and talked about specific services we provide to our residents and business community.
- I also attended the Gateway City's Manager meeting at the City of Southgate on February 11, 2016.
- I met with the Dick Powers, Executive Director of the Gateway Council of Government on February 12, 2016 on a number of issues ranging from transportation to housing. As many of you know, Mayor Saleh is the current President of The Gateway Cities Council of Government.
- We are preparing for the Bell 2020 Strategic Planning Work Retreat to take place on **Saturday, March 12, 2016 (agenda to follow)**. I will also have Angela Bustamante send you a copy of the bios and proposal for those of you who are interested in reviewing the Consultant's background and credentials.
- As a reminder, I will be out of the office on Friday, February 19, 2016 visiting my first grandchild that weekend and will be physically unable to attend the Second Annual 5K run but will be there in spirit and support.

Community Development Department

Several interviews were conducted by city staff regarding the Director of Community Development Services vacancy. Our goal is to place our appointment on the agenda for March 9, 2016. The current Acting Director is Greg Tsuchiuchi, the City's Housing Manager.

Finance Department

- We plan to conduct a mid-year budget review on February 24, 2016 before the Mayor and City Council. I have contracted Mr. Dave Bass, a Financial Consultant to assist staff with preparation of the mid-year budget review and the FY 2016 – 2017 Operating Budget.
- I have attached a Revenue / Expenditure Financial snapshot as of December 31, 2016. This is provided strictly as an update. Don't be alarmed at the revenue side of the attached because most our revenue is projected to come in after January 31, 2016 (The second half of the fiscal year).

Police Department

- The Police Department held a neighborhood Watch meeting at the end of last month. It was well attended. I was able to get a lot of feedback from the residents who attended. There were 104 people present which included were nearly 30 Police explorers, two council members, the Vice Mayor, and the City Manager. Officers Islas and Jimenez did an excellent job presenting topics ranging from property crime to traffic enforcement violations. The audience was engaged.
- The Police Department has been handling some sensitive areas surrounding vandalism and burglaries. Rest assured they are doing everything within their power to solve these crimes and deter future crimes from occurring in our great city.

Community Services Department

- The Community Services Department did a great job setting up the neighborhood meeting at Camp Little Bear Park located on Orchard Park Avenue, Bell, CA.
- **The Second Annual Bell 5K Run will take place on Sunday, February 21, 2016.**

City of Bell

FY 2015-16 MID YEAR GENERAL FUND BUDGET REPORT SNAPSHOT AS OF DECEMBER 31, 2015

REVENUES	Adopted Budget	Six Month Revenue	% Received
Taxes	\$ 10,055,931	\$ 2,170,446	21.6%
Licenses & Permits	\$ 798,548	\$ 122,295	15.3%
Fine, Forfeitures & Penalties	\$ 507,860	\$ 192,506	37.9%
Use of Money & Property	\$ 230,200	\$ 74,817	32.5%
Revenue from other Agencies	\$ 325,633	\$ 27,406	8.4%
Charges for Current Services	\$ 836,360	\$ 349,761	41.8%
Other Revenues	\$ 62,000	\$ 65,435	105.5%
Transfer In	\$ 1,511,295	\$ 755,647	50.0%
Total Revenues	\$ 14,327,827	\$ 3,758,315	26.2%

EXPENDITURES	Adopted Budget	Six Month Expenditures	% Expenses
City Council	\$ 168,062	\$ 54,696	32.5%
City Administrator	\$ 254,833	\$ 84,614	33.2%
City Clerk	\$ 205,494	\$ 75,133	36.6%
City Attorney	\$ 595,000	\$ 264,743	44.5%
Human Resources	\$ 239,286	\$ 112,590	47.1%
Finance	\$ 2,373,428	\$ 1,168,352	49.2%
Community Development	\$ 689,075	\$ 271,976	39.5%
Community Services	\$ 2,076,736	\$ 799,423	38.5%
Police	\$ 5,941,256	\$ 2,916,679	49.1%
Total Expenditures	\$ 12,543,170	\$ 5,748,206	45.8%

Prepared by : Hector Sanchez, Acting Finance Director
 Source: CAFR, FY-15-16 Operating Budget
 Date: January 28, 2016