



MEMORANDUM

To: Honorable Mayor and Members of the City Council
From: Howard W. Brown, Jr., City Manager 
CC: City Department Directors
Date: May 9, 2016
Re: **Bi-Monthly Update and Report (Week Ending Saturday, April 30, 2016)**

Administration

- I will be attending the California Contract Cities Conference on May 12 – May 15, 2016 in Palm Desert, California. There are four main functions of the California Contract Cities Association:
 - To educate our elected officials on relevant local government topics
 - Advocate on behalf of the City of Bell and her interests to other local legislators
 - Network with like-minded cities
 - Network with service providers eager to serve our cities and constituents
- I will be taking vacation time on May 26-27, 2016, attending my nephew's high school graduation. During my absence, Derek Hull, Community Development Director will be Acting City Manager; Mr. Hull may be reached at 213-352-8333.
- The strategic plan will be drafted and provided to you, for your review and comment on May 11, 2016. We hope to receive all of your comments and revisions on or before May 20, 2016. Our intentions are to present the final strategic plan to you on May 25, 2016.
- The International Council of Shopping Centers (ICSC) Real Estate Convention (RECon) will take place on May 22 – 25, 2016. RECon is the global convention for the shopping center industry, providing networking and deal making opportunities for retail real estate professionals, city government, and developers. I am hopeful we will have a signed Exclusive Negotiating Agreement (ENA) executed by the City and the prospective developer prior to the ICSC convention. This will allow the contracted developer and me, an opportunity to represent the city at RECon.
- The main offices of City Hall will be closed in observance of **Memorial Day on Monday, May 30, 2016**. Essential services, such as Police and Public Works will continue operations.
- I have attached the budget calendar and would like to schedule supplemental budget meetings, if necessary. Please let me know if you are interested in adding budget meetings to the calendar.

Human Resources

- Defensive Driving Training took place on Tuesday, May 3, 2016. Nearly 200 participants, representing approximately 20 city governments across the Los Angeles Metropolitan area were in attendance. The event was well organized due to the planning of Human Resources. I was in attendance and was impressed with the professional execution of the event. Next year, we plan to make this training mandatory for all city employees.
- We are working on a comprehensive driver license policy which includes use, inspection, and conduct for employees who operate city vehicles. This policy is referred to as the Driver License Policy or the Vehicle Fleet Safety Policy.

Community Development Department

- The City Code Enforcement is using a citation processing system called Data Ticket. This allows the city to move into the digital age with issuing and managing citations issued to violators of Bell city codes. This program pursues violators who do not pay their citations by issuing delinquent payment notices to the property owner. In the event that a property owner does not pay the citation, the amount outstanding will be deducted from the property owner's state income tax return.

Finance Department

- The interim audit has been completed; the auditors will return on September 19, 2016. According to Hector Vasquez, Acting Finance Director, there are a number of notes that were written in the audit referring to the Bell 8 Scandal, which will be removed and are no longer relevant or applicable.

Police Department

- Chief Dadisho is on medical leave. Captain Islas will be Acting Chief of Police until the return of Chief Dadisho. The Chief's anticipated return is during the week of May 16, 2016.

Community Services Department

- May is "**Older American**" month. I have attached a listing of activities that will be held to commemorate and celebrate our seniors.

END OF MEMORANDUM

**CITY OF BELL
FISCAL YEAR 2016-2017**

BUDGET TEAM

Howard W. Brown, Jr.	City Manager
Sergio Ibarra	Human Resources/Risk Management Manager
Edmond Dadisho	Chief of Police
Allan Perdomo	Community Services Manager
Derek Hull	Community Development Director
Hector Vazquez	Acting Finance Director
David Bass	Budget Consultant

BUDGET CALENDAR

<u>DATE</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>
February 24 – Wednesday	Mid-Year FY15-16 Budget Update.	TBA
March 1 – Tuesday Revised to April 14 – Thursday, 12:00 p.m	Submission of Preliminary FY16-17 Departmental Budgets.	Electronic Sub.
March 8-9 – Tuesday, Wednesday	Strategic Planning Retreat	TBA
April 25 - 27 – Monday-Friday	Executive Team Review	TBA
May 2 – 6 – Monday-Friday	One-on-One City Council Meetings	TBA

BUDGETARY ADOPTION PROCESS

April 27 – Wednesday	City Council Meeting Preliminary Budget, Past History, Current Status	TBA
May 17-18 –Tuesday & Wednesday	Budget Committee Meetings	TBA
June 8 – Wednesday	Public Hearing	TBA
June 22 – Wednesday	Public Hearing	TBA
June 29 – Wednesday	Final Fiscal Year 2017 Budget Adoption	TBA



OLDER AMERICAN MONTH ACTIVITIES - MAY 2016



BLAZE A TRAIL: MAY 2016

SENIOR BREAKFAST

Lets start off Older American Month with a delicious breakfast!

Date: May 4th
Registration Deadline: April 27th
Time: 11:30 a.m.
Location: Bell Community Center
Fee: \$5



LADIES TEA PARTY

Calling all ladies! Come in and share some tea with friends and enjoy delicious finger food!

Date: May 13th
Registration Deadline: May 6th
Time: 12:00 p.m.
Location: Bell Community Center
Fee: \$10



SENIOR PROM

Miss the 80's? Our Seniors' 80's themed prom is a way for all of us to feel once again, forever young! Dress to impress!

Date: May 27th
Registration Deadline: May 20th
Time: 4:00 p.m.
Location: Bell Community Center
Fee: \$5 (Includes Dinner)



SENIOR LUNCH

Join us as we end the celebration of Older American Month with a nice warm lunch.

Date: June 1st
Registration Deadline: May 25th
Time: 11:30 a.m.
Location: Bell Community Center
Fee: \$5



HURRY, SPACES ARE LIMITED!