

**MINUTES OF THE CITY COUNCIL  
OF THE CITY OF LOS ALAMITOS**

**SPECIAL MEETING – March 2, 2015**

**1. CALL TO ORDER**

The City Council met in Special Session at 5:02 p.m., Monday, March 2, 2015, in the Council Chamber, 3191 Katella Avenue, Mayor Murphy presiding. Pursuant to Government Code Section 54953, Subdivision (b), this meeting included teleconference participation by Mayor Pro Tem Troy Edgar from Hilton Dallas/Plano Granite Park, Technology Lounge, 5805 Granite Parkway, Plano, Texas, 75024.

**2. ROLL CALL**

**Present:** Council Members: Grose, Hasselbrink, Kusumoto,  
Mayor Pro Tem Edgar, Mayor Murphy

**Absent:** Council Members: None

**Present:** Staff: Bret M. Plumlee, City Manager  
Cary Reisman, City Attorney  
Jason Al-Imam, Admin. Services Director  
Tony Brandyberry, Pub. Works Superintendent  
Taylor Conley, Community Svcs. Coordinator  
Rachel Jarvis, Community Svcs. Coordinator  
Corey Lakin, Community Services Director  
Todd Mattern, Police Chief  
Steven Mendoza, Community Development Director  
Emeline Noda, Recreation Manager  
Ron Noda, Recreation Manager  
Cassandra Palmer, Support Services Manager  
Windmera Quintanar, CMC, City Clerk

Mayor Murphy pulled Item 4A forward.

**4. CLOSED SESSION**

**A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Pending litigation pursuant to subdivision (d)(4) of Section 54956.9. One potential case.

Mayor Murphy opened the item for public comment. There being no one present wishing to speak, Mayor Murphy closed the item for public comment.

City Attorney Reisman read item 4A aloud.

**RECESS**

The City Council recessed into Closed Session at 5:02 P.M.

## RECONVENE

The City Council reconvened in Special Session at 6:41 p.m.

City Attorney Reisman stated that no formal votes were taken or requested and Council had provided direction to himself. The item was continued to March 20, 2015 at 3:00 p.m.

### 3. SPECIAL ORDERS OF THE DAY

#### A. Recreation and Community Services Department Budget Overview

The City Council requested to take a closer look at each Department's expenditures and revenues to better understand how the Departments are spending and receiving funds. The first Department for discussion was Recreation and Community Services.

Community Services Director Lakin gave a PowerPoint presentation, summarized the Staff report, referring to information contained therein and answered questions from the City Council.

Council Member Grose referred to Day Camps. He understood there was a lot of competition with Los Alamitos Unified School District (LAUSD) and the Youth Center, but questioned if the attendance number was low and if there was anything that could be done to increase attendance.

Community Services Director Lakin agreed there was a lot of competition that provided parents with a lot of different opportunities. He indicated enrollment has been relatively consistent. He pointed out 50% of the Youth Center's participants receive full scholarships, in comparison to the City that offers 50% scholarships. He added the expenses were offset by revenues and highlighted the benefits of the City's program included a dedicated facility and a low student to Staff ratio of 10:1. Staff receives positive feedback and returning registrants.

Community Services Director Lakin continued the presentation.

Council Member Grose referred to Race on the Base (ROTB) and the difference between revenue and maintenance and operations (M&O). He questioned if that was the net amount.

Community Services Director Lakin answered in the affirmative and clarified personnel costs were not included in M&O. Revenue over direct expenditures was typically \$90,000-\$100,000.

Community Services Director Lakin continued the presentation.

Council Member Grose referred to the budget detail and questioned the rationale for choosing a six year time span.

Community Services Director Lakin stated the time period was representative of when the current Staff first became involved in the budget and provided a benchmark for Staff.

Community Services Director Lakin continued the presentation.

Mayor Pro Tem Edgar recalled a policy decision to apply excess revenue from the ROTB to the pool fund. He questioned if the City was in compliance with this policy.

A technical error occurred and connection was lost with Mayor Pro Tem Edgar. City Clerk Quintanar reconnected with Mayor Pro Tem Edgar and confirmed he was present.

Community Services Director Lakin advised Council direction on May 3, 2010, was to apply excess surplus from the ROTB to the pool fund. During the 2011 Midyear Budget discussion, Council moved the pool fund into the General Fund and established a CIP Pool Fund. It was not clarified at that time where the excess ROTB revenue would go.

Mayor Pro Tem Edgar questioned how much revenue over direct expenditures was received since that time.

Community Services Director Lakin indicated approximately \$90,000 - \$100,000 per year.

Mayor Pro Tem Edgar believed the Council had not recognized they had indirectly canceled this policy and stated support for formalizing such policies in the future.

City Manager Plumlee suggested having the Budget Standing Committee address the issue to bring to Council for consideration. He recalled ROTB revenue was not discussed specifically when the Reserve Policy was established.

Council and Staff discussed various possibilities for continued funding and the reserve policy.

Mayor Pro Tem Edgar agreed the Budget Standing Committee should develop a direct policy regarding for the pool. He questioned the City's strategy for spending money on the pool when it was unclear if the lease would be extended.

Community Services Director Lakin believed the pool could be maintained at this time and all big items would be postponed as long as the pool remained safe for participants. He indicated Staff was hopeful to receive a lease agreement with the Joint Forces Training Base (JFTB) so continued maintenance could occur.

Mayor Pro Tem Edgar suggested a short term extension of the lease, while longer term negotiations took place. He didn't believe Council had prepared a strategy for the future of the pool and questioned if lobbying efforts should be considered for the pool lease and the potential increase of \$200,000 in charges.

Community Services Director Lakin advised a review of the pool would be discussed with Council on March 23, 2015. At that time, Council will discuss the preliminary proposal received from the JFTB and develop a strategy.

Mayor Pro Tem Edgar requested the Staff report include a timeline of Council and Staff actions.

Council Member Grose stated support for reinstating eliminated programs such as Community Pride. He believed such a program would positively affect the community and suggested the Chamber's involvement. He stated support for creative ways to fully implement holiday decorations and suggested partnering with neighboring cities. He referred to the pool and stated concern for its aging infrastructure and a long term lease. He advised the JFTB used the pool 20% of the time and should have a stake in its future as well. He stated support for creating a policy that would put a certain percentage of ROTB proceeds towards pool maintenance. He suggested building maintenance into the pool fund versus using general fund money and cautioned that the City could lose the pool based on upcoming lease negotiations. He questioned if the City would move forward with a different program should the current patriotic banners be deemed unusable.

Community Services Director Lakin stated he had spoken with Nancy, Banners of Honor, and she had expressed an interest in continuing with the program. He referred to the holiday decorations and agreed the lighted banners had not been successful. He advised the City had 44 banners that could be used and there would be additional cost to create, develop, and add additional hardware should the Council desire additional banners.

Council Member Grose questioned if a partnership could be made with surrounding cities to find a creative way to spread the cost.

Community Services Director Lakin advised he would research the possibility. He pointed out the expensive portion was the upfront cost to buy the hardware and create the banners. Changing the banners was inexpensive.

Mayor Murphy apologized to Staff for the wait while Council was in Closed Session. He thanked Community Services Director Lakin for the overview. He stated the Department was doing a great job on self-sustaining big events and obtaining sponsorships. He questioned if anything could be done to expand and promote the classes.

Community Services Director Lakin indicated there was always a profit margin from the classes because the City retained a percentage. He stated there was a dedicated Staff person to work on expanding the classes and camps; the difficult part was the competition as all cities provide classes. He outlined several of the outlets Staff utilizes to promote the classes including bus bench advertising, assisting contractors develop literature, identifying incentives to increase participation, and sending thank you notes. He indicated word of mouth was the biggest draw for registration and Staff would continue to expand and promote the classes.

Mayor Murphy stated the Activity Guide was tremendous and provided a variety of activities for all age groups.

Community Services Director Lakin pointed out the Activity Guide was developed, created, and published in house now as a cost savings measure and has been working great.

City Manager Plumlee thanked Council for the opportunity to provide the overview and for the positive feedback. He thanked Community Services Director Lakin and his Staff for its outstanding work. He stated that in his experience, the amount of revenue generated was very rare and he was very thankful to have such great Staff.

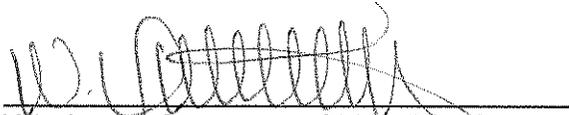
**5. ADJOURNMENT**

The City Council adjourned at 7:47 p.m.



Richard D. Murphy, Mayor

Attest:



Windmera Quintanar, CMC, City Clerk