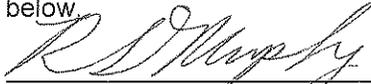


**CITY OF LOS ALAMITOS**  
3191 Katella Avenue  
Los Alamitos, CA 90720

**AGENDA**  
**CITY COUNCIL**  
**SPECIAL MEETING**  
Monday, May 18, 2015 – 5:00 p.m.

I, Richard D. Murphy, as Mayor of the City of Los Alamitos, do hereby call a special meeting of the City Council of the City of Los Alamitos, to be held at the time and place listed above to discuss the matters listed below.



Richard D. Murphy, Mayor of the City of Los Alamitos

**NOTICE TO THE PUBLIC**

This Agenda contains a brief general description of each item to be considered. Except as provided by law, action or discussion shall not be taken on any item not appearing on the agenda. Supporting documents, including staff reports, are available for review at City Hall in the City Clerk's Office or on the City's website at [www.cityoflosalamitos.org](http://www.cityoflosalamitos.org) once the agenda has been publicly posted.

Any written materials relating to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office, 3191 Katella Ave., Los Alamitos CA 90720, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

It is the intention of the City of Los Alamitos to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee, or a participant at this meeting, you will need special assistance beyond what is normally provided, please contact the City Clerk's Office at (562) 431-3538, extension 220, 48 hours prior to the meeting so that reasonable arrangements may be made. Assisted listening devices may be obtained from the City Clerk at the meeting for individuals with hearing impairments.

Persons wishing to address the City Council on any item on the City Council Agenda will be called upon at the time the agenda item is called or during the City Council's consideration of the item and may address the City Council for up to three minutes.

1. **CALL TO ORDER**
  
2. **ROLL CALL**  
Council Member Grose  
Council Member Hasselbrink  
Council Member Kusumoto  
Mayor Pro Tem Edgar  
Mayor Murphy

**3. SPECIAL ORDERS OF THE DAY**

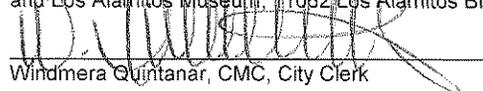
**A. Update on Fiscal Year 2015/16 General Fund Operating Budget  
(Administrative Services)**

This report provides the City Council with an update on preliminary Fiscal Year 2015/16 General Fund Operating Budget.

Recommendation: Review and discuss the Proposed Fiscal Year 2015/16 General Fund Operating Budget.

**4. ADJOURNMENT**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: Los Alamitos City Hall, 3191 Katella Ave.; Los Alamitos Community Center, 10911 Oak Street; and Los Alamitos Museum, 11062 Los Alamitos Blvd. not less than 24 hours prior to the meeting.

  
Windmera Quintanar, CMC, City Clerk

5/13/15  
Date

# City of Los Alamitos

## Agenda Report Special Orders

May 18, 2015  
Item No: 3A

To: Mayor Richard D. Murphy & Members of the City Council  
Via: Bret M. Plumlee, City Manager  
From: Jason Al-Imam, Administrative Services Director  
Subject: Update on Fiscal Year 2015/16 General Fund Operating Budget

**Summary:** This report provides the City Council with an update on preliminary Fiscal Year 2015/16 General Fund Operating Budget.

**Recommendation:** Review and discuss the Proposed Fiscal Year 2015/16 General Fund Operating Budget.

### Background

The 5<sup>th</sup> City Council Budget Workshop was held on May 4, 2015, which provided the City Council with an update on the preliminary budget for Fiscal Year 2015/16. The preliminary deficit was \$210,134. This budget workshop provides the City Council with an update on the proposed Fiscal Year 2015/16 General Fund Operating Budget.

### Discussion

On May 4, 2015, several budget gap closure items were discussed and considered. The City Council directed staff to move forward with the various budget gap closure recommendations that did not reduce service levels. Those recommendations have been incorporated into the current proposed Fiscal Year 2015/16 General Fund Operating Budget, which projects a surplus of approximately \$1,631.

<b>Proposed Fiscal Year 2015/16 General Fund Operating Budget</b>	
Beginning Fund Balance	7,552,857
Add: Revenue and Transfers In	13,164,646
Less: Operating Expenditures/Transfers Out	(13,163,015)
Ending Fund Balance	7,554,488
<b>Change in Fund Balance</b>	<b>\$ 1,631</b>

On May 4, 2015 General Fund operating expenditures were projected to be \$13,374,780 for 2015/16 compared to the revised budget of \$13,163,015. The following is a list of the expenditure reductions that have been incorporated into the 2015/16 budget:

❖ Prefunding of capital replacement reserves with 2014/15 budget surplus, which is currently estimated to be approximately \$512,000	\$125,000
❖ Savings due to refinancing of 2006 Certificates of Participation	24,800
❖ Savings associated with prepaying PERS	20,000
❖ Reduction to contractual services associated with savings by moving certain responsibilities in-house, which will be administered by a part-time non-benefited Special Projects Coordinator in Administrative Services	3,000
❖ Reduction to leased equipment expense related to copiers	2,800
❖ Reduction to Administrative Services supplies expense due to the elimination of printing services associated with the annual financial report and annual budget document	800
❖ Reduction to Police Communications Technology contractual services	6,505
❖ Reduction to Community Development Planning contractual services	20,000
❖ Reduction to estimate expense associated with minimum wage increases	<u>8,860</u>
	\$211,765

## Fiscal Impact

The proposed Fiscal Year 2015/16 General Fund Budget includes \$162,000 of one-time costs and an increase of \$288,000 in retirement costs. The budget gap closure measures provide for a balanced 2015/16 budget, which the City has maintained consistently year after year.

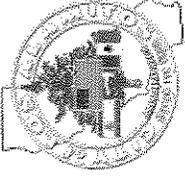
Submitted By:

  
 \_\_\_\_\_  
 Jason Al-Imam  
 Administrative Services Director

Approved By:

  
 \_\_\_\_\_  
 Bret M. Plumlee  
 City Manager

Attachment: 1. PowerPoint Presentation



# CITY OF LOS ALAMITOS



## **Update on Fiscal Year 2015/16 General Fund Operating Budget**

# 2015/16 Budget Calendar

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On February 18<sup>th</sup>, the City Council reviewed the Preliminary General Fund Operating Budget for 2015/16.

Concurrent with the budget process, stand-alone meetings were held on March 2<sup>nd</sup>, March 30<sup>th</sup> and April 13<sup>th</sup> to review each department's budget. In addition, staff has met with the City Council's 2015-16 Budget Standing Committee on February 9<sup>th</sup>, April 3<sup>rd</sup> and April 23<sup>rd</sup> to review and discuss the Fiscal Year 2015/16 General Fund Operating Budget.

On May 4<sup>th</sup> the fifth City Council reviewed the Proposed Fiscal Year 2015/16 General Fund Operating Budget and provided direction to Staff regarding budget gap closure items.

**Today, May 18<sup>th</sup>, is the sixth City Council budget workshop.**

A budget workshop will be held on June 1<sup>st</sup> to review the citywide budget for all funds and the draft 7-year Capital Improvement Program.

The City plans to adopt the 2015/16 Annual Budget on June 15<sup>th</sup>.

# 2015/16 General Fund Budget Forecast

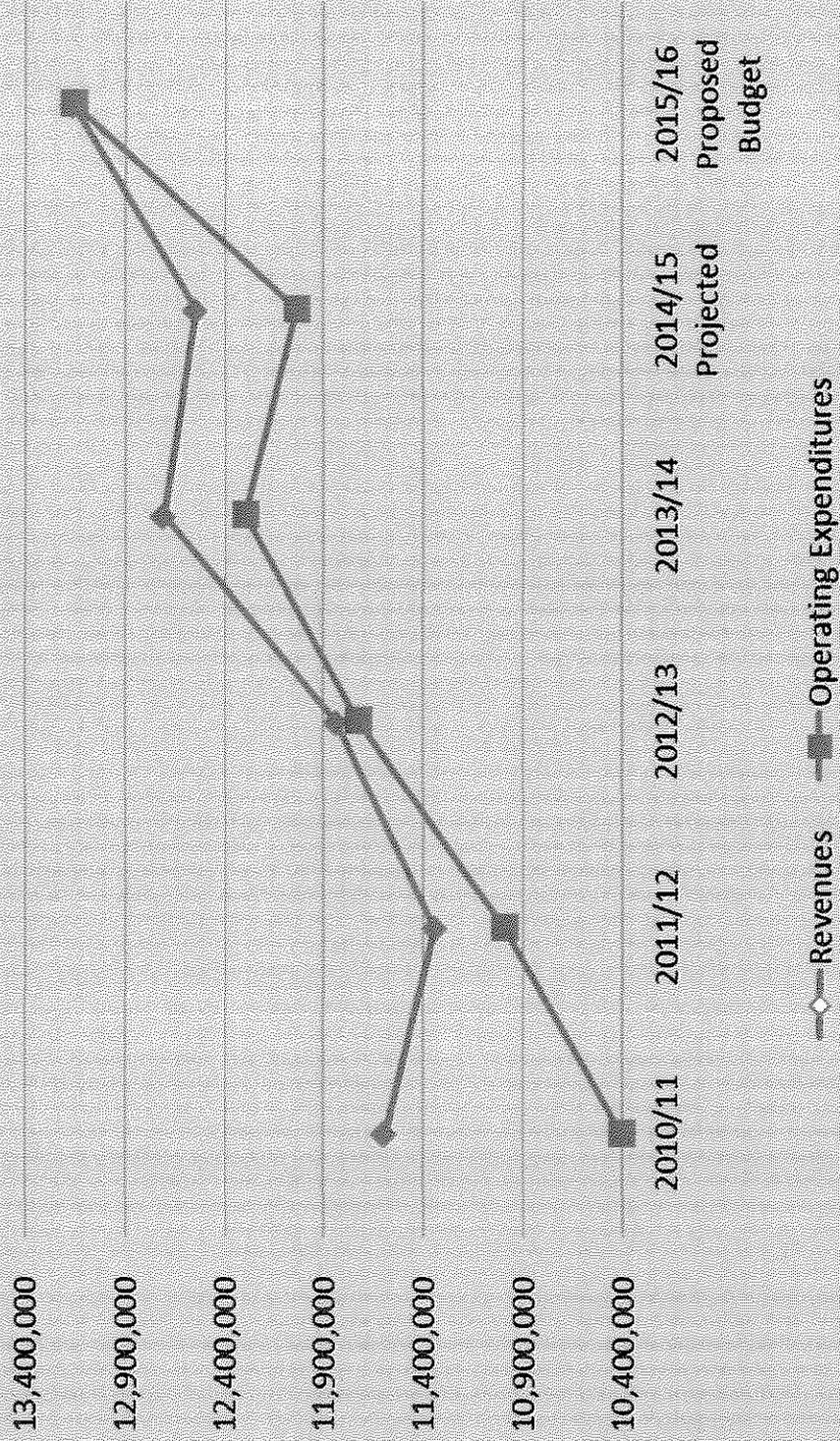
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## Proposed Fiscal Year 2015/16 General Fund Operating Budget

Beginning Fund Balance	7,552,857
Add: Revenue and Transfers In	13,164,646
Less: Operating Expenditures/Transfers Out	(13,163,015)
<b>Ending Fund Balance</b>	<b>7,554,488</b>
<b>Change in Fund Balance</b>	<b>\$ 1,631</b>

# General Fund Revenues vs Expenditures

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# 2015/16 Expenditure Forecast

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	2014/15	2015/16	
Department	Amended Budget	Preliminary Estimate	Increase/ (Decrease)
City Council	\$ 72,835	\$ 75,415	\$ 2,580
City Manager/City Clerk	561,309	556,473	(4,836)
City Attorney	156,000	156,000	-
Administrative Services	564,700	691,455	126,755
Non-Departmental	937,246	1,163,294	226,048
Community Development	591,433	629,720	38,287
Police	5,644,809	5,895,947	251,138
Public Works	1,818,310	1,916,114	97,804
Recreation and Community Services	1,734,010	1,893,397	159,387
Interfund Operating Transfers	214,420	185,200	(29,220)
<b>Total Operating Expenditures and Transfers</b>	<b>\$ 12,295,072</b>	<b>\$ 13,163,015</b>	<b>\$ 867,943</b>

## 2015/16 Expenditure Forecast

6

- General Fund expenditures projected to increase \$867 thousand, which includes \$162,000 of one-time costs and an increase of \$288,000 in retirement costs.
- On May 4, 2015 General Fund operating expenditures were projected to be \$13,374,780 for 2015/16 compared to the revised budget of \$13,163,015.

# 2015/16 Expenditure Forecast

7

• The following is a list of the expenditure reductions that have been incorporated into the 2015/16 budget:

- ❖ Prefunding of capital replacement reserves with 2014/15 budget surplus, which is currently estimated to be approximately \$512,000 \$125,000
- ❖ Savings due to refinancing of 2006 Certificates of Participation 24,800
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# 2015/16 Expenditure Forecast

8

- ❖ Reduction to leased equipment expense related to copiers 2,800
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