

**MINUTES OF THE
BUDGET STANDING COMMITTEE
OF THE CITY OF LOS ALAMITOS**

**SPECIAL MEETING
MONDAY, November 21, 2016 – 4:00 p.m.**

1. CALL TO ORDER

The Budget Standing Committee met in Special Session at 4:00 p.m., Monday, November 21, 2016, at City Hall, 3191 Katella Avenue, Mayor Murphy presiding.

2. ROLL CALL

Present: Committee Members: Mayor Murphy
Council Member Edgar

Absent: Committee Members: None

Present: Staff: Bret M. Plumlee, City Manager
Jason Al-Imam, Admin. Services Director

3. CONSENT CALENDAR

All Consent Calendar items may be acted upon by one motion unless a Committee Member requests separate action on a specific item.

Motion/Second: Edgar/Murphy

Unanimously Carried: The Budget Standing Committee approved the following Consent Calendar item:

A. Approval of Minutes

Approved the Minutes of the Special Meeting on September 12, 2016

4. DISCUSSION ITEMS

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

A. Minimum Wage Increase Effective January 1, 2017

Administrative Services Director, Jason Al-Imam, provided an overview of the state-wide minimum wage increase, which raises the minimum wage from \$10.00 to \$10.50 per hour effective January 1, 2017. The City has two hourly classifications (Recreation Leader I and Lifeguard) that are currently below the mandated minimum. Therefore, these pay rates need to be adjusted to the minimum wage level of \$10.50 per hour. In addition, it was recommended that the pay rate for Recreation Leader II be increased due to compaction from

\$10.50 per hour at Step A to \$11.00 per hour. The Committee recommended that this item be forwarded to the full City Council for consideration.

B. Investment Policy

Administrative Services Director, Jason Al-Imam, discussed the City's Investment Policy, which provides the guidelines for prudent investment of the City's idle or reserve cash and outlines the policies essential to ensuring the safety and financial strength of the City's investment portfolio. It was noted that no changes have been proposed to the Investment Policy. The Committee recommended that this item be forwarded to the full City Council for consideration.

C. Strategic Plan

Administrative Services Director, Jason Al-Imam, discussed the status of the City's Strategic Plan. Beginning in April 2016, Bill Kelly facilitated two strategic planning workshops with the City Council. The workshops included: an assessment of the City's strengths, weaknesses, opportunities and threats; development of the City's Mission, Vision and Core Values statements; identification and development of specific short-term and long-term goals and priorities; and identification of potential fiscal constraints and opportunities in order to achieve strategic goals and objectives. The Committee indicated that there was no interest, at this time, in holding another workshop to finalize the Strategic Plan given that goals are discussed as part of the budget process each year.

5. ADJOURNMENT

The Budget Standing Committee adjourned at 4:45 p.m.


Richard D. Murphy, Mayor

Attest:


Jason Al-Imam, Director
Administrative Services Department