

Council Meeting of
June 23, 2009

SUPPLEMENTAL #2

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: City Manager - Supplemental Information to Item 13A

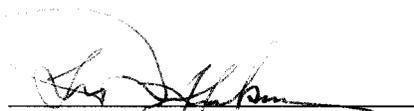
Attached is the revised summary section of the recommended City Manager's budget to include page number references for all of the attachments in the document.

Respectfully submitted,

LeROY J. JACKSON
CITY MANAGER

By 
Aram Chaparyan
Assistant to the City Manager

CONCUR:


LeRoy J. Jackson
City Manager

Budget Workshop II

Topics Transmitted In Supplemental

June 22, 2009

Budget Workshop II

Topics Transmitted In Supplemental

- **Proposed budget recommendations as submitted by the City Manager at June 9th Budget Workshop**
 - Balancing
 - Fee adjustments - \$868,000
 - Internal Adjustments
 - Tax Revenue Anticipation Notes - \$540,000
 - GASB 45 - \$500,000
 - One-time use of reserves for 2009/10 only - \$620,000
 - Department Reductions
 - General Fund - \$1,922,102
 - Other Funds - \$197,244
 - Previously provided Questions & Answers (**Attachment A, page 11**)

- **Subsequently determined need for additional cuts due to decline in sales tax**
 - City Council & City Manager to resolve as a whole to a total of \$5.8 million

- **Review of Fees**
 - Previously proposed user fees
 - Original City Manager recommended fees
 - Update with percentage of recovery options (**Attachment B, page 71**)

 - **ALS Assessment Fee (Attachment C, page 95)**
 - Fees for service should support underlying service provided
 - Opportunity to enhance paramedic service
 - Transition to Paramedic Engine Companies
 - 75% of our calls are for paramedic calls
 - Reduce General Fund subsidy of the EMS Fund

- **Revised Proposed Budget (Attachment D, page 101)**
 - Fee adjustments - \$868,000
 - Internal Adjustments
 - Tax Revenue Anticipation Notes - \$540,000
 - GASB 45 - \$500,000
 - One-time use of reserves for 2009/10 only - \$620,000
 - Department Reductions
 - General Fund - \$3,161,894
 - Other Funds - \$197,244
 - Fire Proposed Budget Reductions
 - **See Attachment E, page 103**
 - Exhibit 1 – Apparatus Fund Replacement Reduction, page 105
 - Exhibit 2 – Response Plan Modifications, page 107
 - Exhibit 3 – Reduction of the Recruit Academy, page 111
 - Exhibit 4 – Critical Incident Stress Management Contract Reduction, page 113
 - Exhibit 5 – Hazardous Materials Team Reduction Scenario, page 115
 - Exhibit 6 – Paramedic Continuing Education, page 119
 - Exhibit 7 – Reduce Fire Suppression Aid, page 121
 - Exhibit 8 – Public Education Officer, page 123
 - Exhibit 9 – Deletion of One Firefighter Position From Operations, page 125
 - **See Attachment E1**
 - Exhibit 1 - Meeting Notes with TFFA, page 127
 - Exhibit 2 – TFFA Proposals, page 129
 - **See Attachment E2** – Fire Chief’s Response to TFFA Proposals, page 131
 - Exhibit 1 – Responsibilities of Battalion Chief positions, page 133
 - Exhibit 2 – Deletion of one Fire Prevention Officer (civilian), page 139
 - Police Proposed Budget Reductions
 - Revised proposed reductions (**See Attachment F, page 145**)
 - Civilianization of sworn positions (**See Attachment F1, page 146**)
 - Public Works/General Services
 - Proposed Airport Budget Scenario (**See Attachment G, page 147**)

- Response to Airport Emergency Incidents (**See Attachment G1, page 157**)
- Department 4% Reduction Scenarios - Not Selected (**Available Monday in the 2nd Supplemental**)

- **Previous Workshop Follow Up Items**

- **Councilman Barnett:** If intent is to achieve 100% cost recovery, what would fees be?
 - **Response: See Attachment B, page 71**
- **Councilman Brewer:** Can film permits bring in more than 100% of cost? If changed to Enterprise Fund. How much leeway do we have before we have to make more cuts? Concerned about having to do 3% cuts and then have to cut more in the future.
 - **Available Monday in the 2nd Supplemental**
- **Councilman Furey:**
 - General Services/Public Works alternatives for Airport discussion paper.
 - **See Attachment G, page 147**
 - More budget reduction scenarios for Fire, not just Haz Mat.
 - **See Attachment E, page 103**
 - We currently have a contract with a private company for maintenance of West End parking lot of the airport. If Airport Workers pick up this maintenance, how much would the resulting savings from the contract be?
 - **See Attachment H, page 167**
 - We currently have a contract with a private company to do some of the custodial duties at the Airport – vacuuming, trash and restroom cleaning. If the City's General Services Custodial truck crew picked up these duties how much would the resulting savings from the contract be?
 - **See Attachment I, page 169**
 - There is currently only one maintenance worker in Transit, responsible for maintaining approximately 50 trash receptacles at various bus stops throughout the city. The other bus stops are currently handled by a contract crew. The City has indicated that they will review that contract to see if we can bring those duties back in house once the contract is closer to expiration. The incumbent Maintenance Worker has been off on a long term medical leave and is not expected to return to duty. This position could be deleted as it has been "vacant" for some time without extreme hardship. The suggestion is to take 2 of 3 Transit Equipment Attendants that are assigned to Transit bus service calls from 2pm to 6pm everyday and use them to monitor and maintain these bus stops during that time. They could still receive and respond to these service calls via radio while doing the bus stop maintenance. The remaining 1 Equipment Attendant would remain in the transit yard to respond to calls for a bus change. Savings would be deletion of the Maintenance Worker positions (at least \$40,000) and efficiency would be achieved through better use of the Equipment Attendants.
 - **Available Monday in the 2nd Supplemental**

- The City used to have 6 Revenue Inspector Collection positions but currently only has one. Could we gain revenue by reinstating these positions? Perhaps address after cuts. The incumbent in the last Revenue Inspector Collection position was recently promoted. This position is listed on the vacancy list of April 2009. If the City can do without the duties as outlined in the job specification this position should be deleted – savings of at least \$60,000.
 - The vacant position of Revenue Inspector was used to balance the budget as part of the latest proposal (Community Development).
 - **See Attachment E2, Exhibit 2, page 139** on other related business license issue.

- **Councilman Numark**
 - Fees for “scofflaws” at 100% cost recovery may be appropriate. Review for such and bring back with pros and cons.
 - **See Attachment B, page 71**

 - Why aren't ALS/BLS Fees included? Come back with specifics of why not and what other agencies are doing.
 - What will revenue increase be if we do a full cost recovery?
 - **See Attachment C, page 95**

 - Worker's responsibility for responding at airport?
 - **See Attachment G, page 147**

 - How many HazMat members needed to respond? When was 5 person minimum by OSHA created?
 - **See Attachment E, Exhibit 5, page 115**

 - Why were certain Police positions chosen for civilianization?
 - **See Attachment F, page 145**

 - Why not include Public Information (Education) Officer as potential cut?
 - **See Attachment E, Exhibit 8, page 123**

- **Councilwoman Rhilinger**
 - Unit 102 fire suppression equipment missing. Has no fire crash rig. Why?
 - **See Attachment G1, page 157**

- **Councilman Sutherland**
 - Look into 100% cost recovery for 3rd inspection fee.
 - **See Attachment B, page 71**

 - Why Sr. Business Manager at Airport? Alternatives?
 - **See Attachment G, page 147**

 - What if 2 people stayed at airport? Can we look at different scenarios?
 - **See Attachment G, page 147**

 - What is logic of Parks & Recreation fee increases?
 - How do rates change by department? Who and how many people are impacted by each proposed rate increase? Goal is to identify who cannot pay vs. those

who might be able to afford paying increased rates (ex. Children's rec. activities vs. someone needing permits for a remodel).

- What was the reasoning behind some fees = \$0 when fee study was conducted in 2003?
- Why did golf fees go from \$4 → \$5 while swimming went from \$4 → \$8?
 - **See Attachment B, page 71**
- Calling paramedics & charges: Will give more info to council. Survey on what other agencies are doing/considering.
 - **See Attachment C, page 95**
- Wants itemized reductions of cuts for the additional \$1.2 million loss of sales tax revenue.
 - **See Attachment D, page 101**

- **Additional Questions**

- What do we do if sales tax revenues drop even lower?
 - **Noted**
- Looking at raising Planning and Fire Haz Mat Fees to 100% recovery rate.
- P&R fees should be looked at because some fees appear to be arbitrary and may charge those who can't afford the fees more than those who can afford fees.
 - **See Attachment B, page 71**
- Crossing guards should not be considered.
 - **Noted**
- Meet and confer: Explore Fire 2% - Haz Mat 13% → 7% premium. Still have 9 HazMat members.
 - **See Attachment E, Exhibit 5, page 115**
- Use City Council's Travel budget to offset for Sunday hours at Library.
 - **See Attachment D, page 101**

- **Community Concerns**

- Western Museum of Flight - **See Attachment J, page 171**

- **Recommendation**

- Concur on the following items:
 - Internal adjustments - \$1,040,000
 - Fees - \$868,000
 - Department Reductions - \$3,359,138
 - ALS Assessment Fee - \$700,000
 - Concur with recommended fee concurrent with
 - Fee utilization as a means to arrive at greatly enhanced paramedic service during a period of significant cutbacks funded by users of the service

Summary of Attachments

Attachment #	Topic	Page #
A	Supplemental Information to Item 13B, dated June 9, 2009. Response to Questions from the City Council and Community Concerns	11
B	Summary of Fees	71
C	Proposed ALS Assessment Fee	95
D	Revised Proposed Budget	101
E	Fire Proposed Budget Reductions	103
	○ Exhibit 1 – Apparatus Fund Replacement Reduction	105
	○ Exhibit 2 – Response Plan Modifications	107
	○ Exhibit 3 – Reduction of the Recruit Academy	111
	○ Exhibit 4 – Critical Incident Stress Management Contract Reduction	113
	○ Exhibit 5 – Hazardous Materials Team Reduction Scenario	115
	○ Exhibit 6 – Paramedic Continuing Education	119
	○ Exhibit 7 – Reduce Fire Suppression Aid	121
	○ Exhibit 8 – Public Education Officer	123
	○ Exhibit 9 – Deletion of One Firefighter Position From Operations	125
E1	○ Exhibit 1 - Meeting Notes with TFFA	127
	○ Exhibit 2 – TFFA Proposals	129
E2	Fire Chief's Response to TFFA Proposals	131
	○ Exhibit 1 – Responsibilities of Battalion Chief positions	133
	○ Exhibit 2 – Deletion of one Fire Prevention Officer (civilian)	139
F	Police Proposed Budget	145
F1	Civilianization of Sworn Positions	146
G	Proposed Airport Budget Scenario	147
G1	Response to Airport Emergency Incidents	157
H	Medow Park Landscaping	167
I	General Aviation Center Custodial Services	169
J	Community Concerns	171
	○ Western Museum of Flight	

