

Council Meeting  
June 15, 2010

**SUPPLEMENTAL MATERIAL – ITEM 12D**

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

Members of the Council:

Subject: Finance – Adopt Annual Appropriations **RESOLUTIONS** for the 2010-11  
Operating Budget and the 2010-11 Capital Budget

The attached **draft** resolutions were listed as material available and are based on the City Manager's recommendation. The draft resolutions are for information only and are subject to revisions/modifications by action by the City Council this evening.

Respectfully submitted,



Eric E. Tsao  
Finance Director

CONCUR:

  
\_\_\_\_\_  
LeRoy J. Jackson  
City Manager

Attachments:

- A. DRAFT Operating Budget Resolution
- B. DRAFT Capital Budget Resolution

(DRAFT – INFORMATION ONLY)  
RESOLUTION NO. 2010-

## ATTACHMENT A

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE ADOPTING REVISIONS TO THE SECOND YEAR OF THE TWO YEAR OPERATING BUDGET PLAN; AND ESTABLISHING THE ANNUAL APPROPRIATION FOR THE 2010-11 FISCAL YEAR

WHEREAS, the City Manager of the City of Torrance, in accordance with the provisions of the City Charter, does hereby submit to the City Council for the fiscal year 2010-11 City operating budget which consists of:

GENERAL FUND	2010-11 \$ 170,205,683
INTERNAL SERVICE	
Fleet Services	5,955,689
Self Insurance	4,020,592
Subtotal	<u>9,976,281</u>
ENTERPRISE FUNDS	
Airport	11,583,368
Transit	23,690,008
Water	28,898,124
Sanitation	11,589,555
Cultural Arts Center	2,187,763
Sewer	2,377,349
Emergency Medical Services	11,039,259
Animal Control	467,765
Parks & Recreation	8,279,678
Subtotal	<u>100,112,869</u>
EXTERNAL FUNDS	
Home Improvement Employment Program	364,424
Section 8 Rental Assist.	6,633,720
Rehabilitation Loan Program (HCD)	4,300
Redevelopment Agency	15,617,701
Redevelopment Meadow Park Parking Lot	23,850
Government Cable Communications	1,569,742
Cable TV Public Access	420,028
Police Inmate Welfare Fund	10,000
Street Lighting District	3,191,820
Air Quality Management	196,582
Vanpool/Rideshare	260,101
Gas Tax	840,000
Prop C	1,508,900
Torrance Public Financing	4,576,230
Subtotal	<u>\$35,217,398</u>

WHEREAS, the City Council set May 25, and June 7, 2010, as the dates for public hearings on the revisions to the 2<sup>nd</sup> year of the adopted 2009-11 City budget originally adopted on June 23, 2009; and

WHEREAS, the complete budget book is on file with the City Clerk's Office;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TORRANCE does hereby resolve the following:

## **SECTION 1**

That the City Manager's proposed budget for the 2010-11 fiscal year shall be adopted, inclusive of the following items and adjustments:

### **I. GENERAL FUND EXPENDITURE BUDGET PROGRAM MODIFICATIONS FOR 2010-11:**

<b>A. City Attorney</b>	
1. Delete 0.5 Deputy City Attorney I position	\$ <62,000>
2. Under-fill 2.0 Deputy City Attorney positions	<62,400>
Subtotal	\$ <124,400>
<b>B. City Manager</b>	
1. Postage savings from posting Season's catalog on-line only	\$ <29,000>
2. Reduction in pre-council meeting dinner for staff	<4,500>
3. Discontinue Rose Parade Float	<132,000>
4. Under-fill 1.0 Sr. Management Asst. in CM's Office	<13,100>
Subtotal	\$ <178,600>
<b>C. Community Services</b>	
1. Realignment of supply room functions	\$ <16,000>
2. Combination of registration desk with information desk	<11,000>
3. Wild Wednesdays – elimination of program	<13,000>
4. End support for portable restrooms at school sites	<14,000>
5. Deletion of 1.0 Typist Clerk position	<65,000>
6. Deletion of 0.7 Sr. Recreation Leader position	<19,500>
7. Deletion of 1.0 Library Asst. I position	<71,000>
8. Deletion of 1.6 Maintenance Worker positions	<104,000>
Subtotal	\$ <313,500>
<b>D. Community Development</b>	
1. Traffic Calming budget reduction	\$ <150,000>
2. Reallocate 20% of Housing Supervisor position to Housing Fund	<20,000>
3. Reduction of department overtime	<10,000>
4. Reallocation of positions to Redevelopment Program	<50,000>
5. Deletion of 1.0 Public Works Inspector (50% reimb. From capital projects)	<60,500>
6. Deletion of 1.0 Building Inspector position	<111,000>
7. Deletion of 1.0 Engineering Technician I position	<85,000>
8. Deletion of 1.0 Building Permit Technician position	<81,500>
Subtotal	\$ <568,000>

E. Communications and Information Technology	
1. Savings and efficiencies yielded from virtual server project	\$ <55,000>
2. Extend the PC replacement cycle from 5 to 7 years	<92,500>
3. Extend telephone replacement cycle from 10 to 15 years and network cable from 15 to 20 years	<147,000>
4. Reduction in Data Comm. Budget – 3 years of lower telephone and support costs	<7,000>
5. Reduction in telephone system maintenance	<110,000>
Subtotal	\$ <411,500>
F. Departments	
1. Energy savings from Energy Efficiency and Conservation Block Grant	\$ <45,000>
2. Hold City Yard Open House every other year	<25,000>
3. Employee energy conservation	<25,000>
4. Energy savings from projects	<350,000>
5. Miscellaneous employee PERS city payment phase-out	<380,000>
Subtotal	\$ <825,000>
G. Finance	
1. Reduction in department overtime	\$ <14,000>
2. Deletion of 1.0 Account Clerk position	<77,000>
Subtotal	\$ <91,000>
H. Fire	
1. Reduce overtime for the Independence Day Celebration	\$ <10,000>
2. Reduce demonstrations at Southern California Regional Occupational Center (SCROC) for Fire Services Day	<11,000>
3. Extend non-emergency vehicle life by one year	<8,500>
4. Reduce 2.0 Driver/Aides to fill current vacancies	<357,000>
5. Convert 1.0 Admin. Battalion Chief to non-sworn	<150,000>
6. Convert 1.0 Fire Captain to non-sworn	<160,000>
7. Fire employee PERS city payment phase-out	<125,000>
Subtotal	\$ <821,500>
I. General Services	
1. Reduce/Eliminate color printing	\$ <5,000>
2. Deletion of 1.0 Sr. Custodian position	<83,500>
3. Deletion of 1.0 Central Services Coordinator position	<99,000>
Subtotal	\$ <187,500>
J. Human Resources	
1. Reallocation of Worker's Comp. Examiner	\$ <35,000>
2. Reduction in department overtime	<15,000>
3. Reduction in Service Award Dinner	<10,000>
4. Eliminate printing of Info Bits (post on TEN)	<12,000>
5. Eliminate mailing of Annual Benefits Summary Statement	<500>
6. Deletion of 1.0 Sr. Admin. Assistant position	<95,000>
7. Deletion of 1.0 Personnel Technician position	<82,000>
Subtotal	\$ <249,500>

K. Non-Departmental	
1. Non-expansion of wages and materials for 2009-10 and 2010-11	\$<3,750,000>
2. Eliminate Manager's workshop for 2011	<9,500>
3. Defer increase to Self Insurance Fund	<300,000>
4. Advanced Life Support (ALS) without paramedic escort revenues in excess of the cost of phasing out the hazardous material positions	<280,000>
Subtotal	\$<4,339,500>
L. Police	
1. Armed Forces Day Parade	\$ <30,000>
2. Reduction in police overtime	<150,000>
3. Elimination of 1.0 police vehicle	<13,000>
4. Reduction in County Animal Control contract	<5,000>
5. Honda vehicle donation to Police	<34,000>
6. Police employee PERS city payment phase-out	<125,000>
Subtotal	\$ <357,000>
M. Public Works	
1. Street sweeping – elimination of night shift route	\$ <14,000>
2. Deletion of 1.0 Cement Finisher position	<94,700>
3. Deletion of 1.0 Equipment Operator position	<83,900>
4. Deletion of 1.0 Maintenance Worker position	<65,100>
Subtotal	\$ <257,700>
<b>II. GENERAL FUND REVENUE MODIFICATIONS FOR 2010-11:</b>	
A. Community Services	
1. Increase class fees	\$ 152,000
2. Increase picnic fees at additional parks	10,000
3. DVD rental and late fees	15,000
Subtotal	\$ 177,000

## **SECTION 2**

That the City Manager's proposed General Fund operating budget, Fleet Services budget, Self-Insurance budget, Airport Fund budget, Transit Fund budget, Water Fund budget, Sanitation Fund budget, Cultural Arts Center budget, Sewer Fund budget, Emergency Medical Services budget, Animal Control budget, Parks and Recreation Fund budget, Home Improvement Employment Program budget, Rehabilitation Loan Program budget, Section 8 Rental Assistance budget, Redevelopment Agency budget, Redevelopment Meadow Park Parking Lot budget, Cable TV Public Access budget, Cable TV Government Communications budget, Police Inmate Welfare budget, Vanpool/Rideshare budget, Air Quality Management budget, Torrance Public Financing budget, Street Lighting District budget, Gas Tax budget, Prop C budget, and expenditures authorized inclusive of specific items as set forth in Section 1 of this Resolution, and as now on file with the Finance Director, be and hereby are adopted.

**SECTION 3**

That the City Manager's recommended use of one-time funding is ratified as follows:  
General Fund:

Funding 1.0 Public Works Inspector position (CDD)	\$ 105,000
Funding 1.0 Equipment Operator position (PW)	\$ 86,000
Funding 1.0 Sr. Custodian position (Gen. Svcs.)	\$ 83,500
Funding 1.0 Central Svc. Coordinator position (Gen. Svc.)	\$ 99,000
Funding 1.0 Admin. Batt. Chief to non-sworn position (Fire)	\$ 320,000
Funding 1.0 Admin. Fire Captain to non-sworn position (Fire)	\$ 300,000
Funding Energy Saving Projects	\$ 2,900,000
Funding Fire (9% PERS employee contribution for new hires)	\$ 125,000
Funding Police (9% PERS employee contribution for new hires)	\$ 125,000
Funding Misc. (7% employee PERS contribution for new hires)	\$ 380,000
Total	\$ 4,523,500

**SECTION 4**

That the City Manager may make any adjustments within the total operating budget allocations as deemed desirable and necessary during the fiscal year in order to meet the City's needs, goals and objectives.

Introduced, approved and adopted this 15<sup>th</sup> day of June 2010.

\_\_\_\_\_  
Mayor of the City of Torrance

ATTEST:

\_\_\_\_\_  
City Clerk of the City of Torrance

APPROVED AS TO FORM:

JOHN FELLOWS III  
CITY ATTORNEY

By \_\_\_\_\_  
Patrick Q. Sullivan  
Assistant City Attorney

(DRAFT – INFORMATION ONLY)  
RESOLUTION NO. 2010-

## ATTACHMENT B

A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF TORRANCE ESTABLISHING THE ANNUAL APPROPRIATION FOR THE FIFTH  
YEAR (2010-11) OF THE CITY'S 2006-11 CAPITAL BUDGET

WHEREAS, the City Manager of the City of Torrance, does hereby submit to the City Council for the fiscal year 2010-11 a City capital budget which consists of:

	FEAP *	IAP **	TOTAL
General Fund	\$1,215,548	-	\$1,215,548
General Fund-Building Maintenance	500,000	-	500,000
Gas Tax Fund	-	2,373,911	2,373,911
Prop 42	-	600,000	600,000
TDA/Bicycle Fund	-	81,089	81,089
Cultural Arts Center Enterprise	75,000	-	75,000
Sanitation Enterprise	15,000	-	15,000
Sewer Enterprise	15,000	-	15,000
Transit Grants	20,000	-	20,000
Water Enterprise	15,000	-	15,000
Fleet Services	15,000	-	15,000
Parks & Recreation Facilities Fund	100,000	-	100,000
Parks & Recreation Open Space	283,122	-	283,122
Other- Grants	40,700	-	40,700
<b>TOTAL</b>	<b>\$2,294,370</b>	<b>\$3,055,000</b>	<b>\$5,349,370</b>

\* Facilities, Equipment, Automation Plan

\*\* Infrastructure Action Plan

WHEREAS, the complete budget book is on file with the City Clerk's Office;

**SECTION 1**

That the City Manager may make any adjustments within the total capital budget allocations as deemed desirable and necessary during the fiscal year in order to meet the City's needs, goals and objectives.

Introduced, approved and adopted this 15<sup>th</sup> day of June 2010.

\_\_\_\_\_  
Mayor of the City of Torrance

ATTEST:

\_\_\_\_\_  
City Clerk of the City of Torrance

APPROVED AS TO FORM:

JOHN FELLOWS III  
CITY ATTORNEY

By \_\_\_\_\_  
Patrick Q. Sullivan  
Assistant City Attorney

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