

Tina Baca Del Rio Mayor
Lilia R. Leon Mayor Pro Tem
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COMMERCE CITY HALL
COUNCIL CHAMBERS
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AGENDA

CONCURRENT ADJOURNED REGULAR MEETINGS OF THE CITY COUNCIL OF THE CITY OF COMMERCE AND THE GOVERNING BODY OF THE SUCCESSOR AGENCY TO THE COMMERCE COMMUNITY DEVELOPMENT COMMISSION (HEREINAFTER "SUCCESSOR AGENCY")

Tuesday, June 10, 2014 – 5:00 P.M.

CALL TO ORDER Mayor/Chairperson Baca Del Rio
ROLL CALL City Clerk Shumway
PUBLIC COMMENT

Citizens wishing to address the City Council/Successor Agency on any item on the Closed Session or on any matter not on the agenda may do so at this time. Please complete a speaker's card and give it to the City Clerk prior to commencement of the City Council meeting. Please limit your remarks to five (5) minutes. State law (Government Code Section 54950 et seq.) prohibits the City Council/Successor Agency from taking action or engaging in discussion on a specific item unless it appears on a posted agenda. Upon request, the City Council may, in their discretion, allow citizen participation on a specific item on the agenda at the time the item is considered by the City Council.

SCHEDULED MATTERS

1. Presentation and Review of Proposed 2014/2015 Fiscal Year Budget

The City Council will receive, and provide appropriate direction as deemed necessary with respect to, the City Administrator's proposed operating budget for fiscal year 2014/2015.

RECESS TO CLOSED SESSION

2. Pursuant to Government Code §54957.6 the City Council will confer with its labor negotiator, Jorge Rifá, with respect to labor negotiations pertaining to the unrepresented full-time executive management employees.

RECONVENE TO OPEN SESSION

CLOSED SESSION ANNOUNCEMENT

ADJOURNMENT

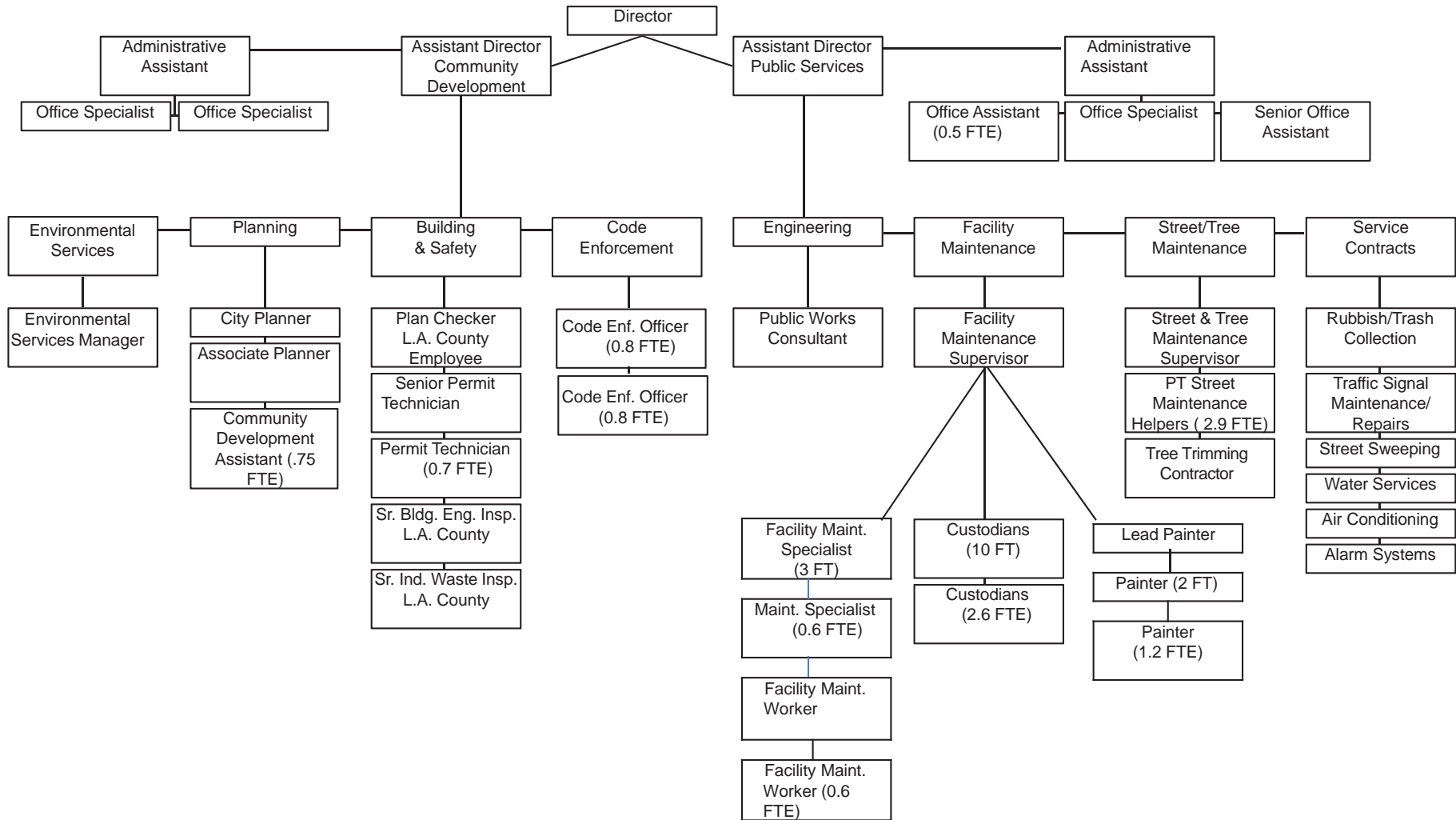
Adjourn to Tuesday, June 17, 2014, at 5:00 p.m. in the City Council Chambers.

Written materials distributed to the City Council are available for public inspection immediately following the posting of this agenda (at least 72 hours prior to a regular City Council meeting) in the **City Clerk/Secretary's Office, at Commerce City Hall, 2535 Commerce Way, Commerce, California, and the Central Library, 5655 Jillson Street, Commerce, California.**

Meeting facilities are accessible to persons with disabilities. In compliance with the Americans with Disabilities Act (ADA) if you need special assistance to participate in this meeting, notify the Office of the City Clerk at (323) 722-4805 at least 48 hours prior to the meeting.



Public Works & Development Services



City of Commerce Proposed Public Works & Development Services Budget

Fiscal Year
2014/15

1

June 10, 2014

FY 2014-15

PWKS & Dev Svcs – Overall

- **An increase of \$356,367 from FY 2013-14 to \$7,803,058**
- **Salaries / Benefits increases by \$129,931 to \$3,524,962**
- **O & M/Capital Outlay increases by \$226,436 to \$4,278,096**

FY 2014-15

Planning Commission

- No Change from FY 2013-14
- \$3,000 – Salaries / Benefits
- \$2,650 – O & M

FY 2014-15

PWKS & DEV Svcs – Admin

- Overall increase of \$7,970, from \$816,804 to \$824,774
- \$798,074 - Salaries / Benefits
- \$26,700 – O & M (No change from previous fiscal year)

FY 2014-15

PWKS & DEV Svcs – Planning

- Overall increase of \$133,297, from \$326,770 to \$460,067
- \$798,074 - Salaries / Benefits, an increase of \$16,720 from the prior FY
- \$134,950 – O & M, an increase of \$116,577 from previous fiscal year – (\$114,000 is one-time)

FY 2014-15

PWKS & DEV Svcs – Planning

- **52063 (CEQA Review) – Atlantic / Washington Specific Plans & CEQA for the Digital Billboards issue (\$37,500)**
- **54025 (Architectural Svcs) – Landscape Architectural Plan Checks (\$9,500)**

FY 2014-15

PWKS & DEV Svcs – Planning

- **54043 (Project Consultant) – SIC Update (\$28,000), Green Zones (\$12,000) & 6 month Contract Planner (\$27,000)**

FY 2014-15

PWKS & DEV Svcs – Building

- Overall increase of \$63,914, from \$619,791 to \$683,705
- \$154,172 - Salaries / Benefits, an increase of \$8,914 from the prior FY
- \$529,533 – O & M, an increase of \$55,000 from previous fiscal year

FY 2014-15

PWKS & DEV Svcs – Building

- Budget an amount reflective of the current activity:
 - 52030 (Industrial Waste) – increase from \$100,000 to \$120,000
 - 52061 (Building Inspections) – increase from \$185,000 to \$200,000
 - 52062 (Plan Check) – increase from \$180,000 to \$200,000

FY 2014-15

PWKS & DEV Svcs – Code Enfor

- Overall increase of \$11,125, from \$97,449 to \$108,574
- \$96,820 - Salaries / Benefits, an increase of \$10,250 from the prior FY
- \$11,754 – O & M, an increase of \$875 from previous fiscal year

FY 2014-15

PWKS & DEV Svcs – Environ Svcs

- Overall decrease of \$80,143, from \$462,563 to \$382,420
- \$124,170 - Salaries / Benefits, an increase of \$4,857 from the prior FY
- \$258,250 – O & M, an decrease of \$85,000 from previous fiscal year

FY 2014-15

PWKS & DEV Svcs – Environ Svcs

- The decrease is attributable to:
 - 54027 (Environmental Svcs) – decrease from \$50,000 to \$40,000
 - 54043 (Project Consultant) – increase from \$0 to \$50,000 (MS4 Permit Implementation)

FY 2014-15

PWKS & DEV Svcs – Environ Svcs

- The decrease is attributable to:
 - 73207 (Hazardous Waste Disposal) – increase from \$5,000 to \$10,000 (Ongoing bird guano cleanup)
 - 73400 (Watershed Mgmt Program) – decrease from \$180,000 to \$50,000 (Monitoring)

FY 2014-15

Traffic Commission

- No Change from FY 2013-14
- \$2,400 – Salaries / Benefits
- \$0 – O & M

FY 2014-15

Public Works Engineering

- No Change from FY 2013-14
- \$107,000 – Engineering Services
- \$500 – Departmental Supplies

FY 2014-15

Public Works Contracts

- Overall increase of \$90,756, from \$2,079,067 to \$2,169,823
- The increases are attributable to:
 - Refuse Disposal – an increase of \$17,881 to \$651,948 (Staff report will be presented to the Council at the June 17th meeting)

FY 2014-15

Public Works Contracts

- The increases are attributable to:
 - Pump Maintenance & Repairs – an increase of \$71,500 (\$44,000 for Repair work & \$32,500 for Maintenance)
 - Street Sweeping – an increase of \$1,375 (1.1% CPI)

FY 2014-15

PWKS & DEV Svcs – Muni Fac Op

- Overall increase of \$177,898, from \$2,233,814 to \$2,511,712
- \$1,773,929 - Salaries / Benefits, an increase of \$77,670 from the prior FY
- \$737,783 – O & M, an increase of \$100,228 from previous fiscal year

FY 2014-15

Municipal Facilities Operations

- The increases are attributable to:
 - 54063 (Alarm Svcs) – an increase of \$27,303
 - 55018 (HVAC Maintenance) – an increase of \$12,431
 - 55020 (Bldg/Grounds Maintenance) – an increase of \$12,750

FY 2014-15

Municipal Facilities Operations

- The increases are attributable to:
 - 60050 (Janitorial Supplies) – an increase of \$15,500
 - reflective of the amounts necessary to meet everyday operations...transfers have been made from the holding account to address the shortfall in the past)

FY 2014-15

Municipal Facilities Operations

- The increases are attributable to:
 - 73910 (Holding Account) – an increase of \$50,000 to \$275,000
 - Staff is recommending that \$50,000 be re-allocated from the Major Facility Repairs cost center to address ongoing maintenance needs.

FY 2014-15

Street Maintenance

- Overall decrease of \$2,000, from \$233,645 to \$231,645
- \$117,625 – Salaries / Benefits, No change from the prior fiscal year
- \$114,020 – O & M, an decrease of \$2,000 from previous fiscal year (Special Equip. zeroed out)

FY 2014-15

Tree Maintenance

- Overall increase of \$3,550, from \$311,738 to \$315,288
- \$129,655 – Salaries / Benefits, an increase of \$3,550 from the prior fiscal year
- \$185,633 – O & M, no change from previous fiscal year

FY 2014-15

Major Facility Repairs

- Staff is recommending that the current budgeted amount of \$50,000 be re-allocated to Municipal Facilities Operations holding account
- Measure AA is now the funding mechanism to address major facility repairs

FY 2014-15

Discussion Item

- Departmental Re-Organization and Staffing Needs
 - Staff is recommending that up to \$450,000 be set aside to address recommended implementation measures to enhance the effectiveness of Department operations

FY 2014-15

Discussion Item

- Holiday Decorations
 - Proposed budget - \$100,000
 - City received 5 proposals
 - Two Options:
 - 5 year lease (\$590,500 - \$1,425,060)
 - Purchase (\$596,628 - \$715,810)
 - City Council Sub-committee prefers the flexibility of the lease option

City of Commerce Proposed Transportation Budget

Fiscal Year
2014/15

1

June 10, 2014

FY 2014-15

Transportation – Revenues

● CNG/LNG Fuel Sales	\$2,000,000
● Prop A Exchange	\$1,000,000
● Prop C (40%)	\$ 885,487
● Gen Fund Transfer In	\$ 700,000
● Section 5307	\$ 562,686
● Prop 1B PTMISEA	\$ 533,440

FY 2014-15

Transportation – Revenues

● TDA Article 4	\$ 328,979
● Prop A (Local)	\$ 226,500
● Prop A (40%)	\$ 208,145
● Prop C (Local)	\$ 187,876
● Measure R (Local)	\$ 140,909
● Measure R	\$ 133,793

FY 2014-15

Transportation – Revenues

○ STA	\$	41,289
○ Prop C (5%)	\$	39,982
○ Prop 1B Security	\$	21,343
○ TDA Article 3	\$	<u>8,551</u>
Total Revenues		\$7,018,980

FY 2014-15

Transportation – Overall

- An increase of \$2,074,757 from FY 2013-14 to \$6,180,187
- Salaries / Benefits increases by \$105,974 to \$2,574,100
- O & M/Capital Outlay increases by \$1,968,783 to \$3,606,087

FY 2014-15

Transportation – Overall

- The increase is primarily attributable to the following:
 - LNG/CNG Facility - As a result of the growth in activity, staff found it prudent to create a separate fund to accurately account for both the revenue and expenditures that occur annually

FY 2014-15

Transportation – Administration

- An increase of \$7,864 from FY 2013-14 to \$336,373
- Salaries / Benefits decreases by \$2,136 to \$2,574,100
- O & M/Capital Outlay increases by \$10,000 to \$89,143

FY 2014-15

Transportation – Administration

- The increases are attributable to the following:
 - Gen Advertising (\$5,000) – Transit bus schedule brochures currently being revised. In addition, printing costs will increase as we place poster size bus schedules within each bus shelter

FY 2014-15

Transportation – Administration

- The increases are attributable to the following:
 - Memberships (\$5,000) – Gateway COG Annual Dues for MTA Transportation Assessment

FY 2014-15

Transportation – Administration

- 80100 (\$4,000) – The chairs within the Dispatch office and driver's room needs to be replaced. We have deferred these purchases for the past couple of years.

FY 2014-15

Transportation – Operations

- An increase of \$174,229 from FY 2013-14 to \$2,024,029
- Salaries / Benefits increases by \$126,316 to \$1,286,994
- O & M/Capital Outlay increases by \$47,913 to \$737,035

FY 2014-15

Transportation – Operations

- The increases are attributable to the following:
 - 52001 (\$20,000) – cover the annual license and maintenance agreement fee for our NTD software.

FY 2014-15

Transportation – Operations

- Gas/Oil (\$15,913)
- Tires (\$10,000)
- Laundry & Cleaning (\$2,000)

(Pertains to all three above - To cover the cost of doing business, which has increased over the past few years)

FY 2014-15

Transportation – Maintenance

- An increase of \$104,614 from FY 2013-14 to \$559,161
- Salaries / Benefits increases by \$45,044 to \$327,217
- O & M/Capital Outlay increases by \$59,570 to \$599,161

FY 2014-15

Transportation – Maintenance

- The increases are attributable to the following:
 - Maintenance/Repairs (\$44,570) – To cover the cost of doing business, which has increased over the past few years

FY 2014-15

Transportation – Maintenance

- Automotive Misc (\$15,000)
 - Throughout the year; transit personnel may experience difficulty trouble shooting and/or diagnosing problems relating to the complex electrical components...these buses are then sent out to an electrical specialist to help expedite the repair. This strategy has proven successful by allowing City staff to maximize resources and more importantly, get buses back in-service much faster.

FY 2014-15

Transportation – Medi Ride

- A decrease of \$25,117 from FY 2013-14 to \$359,975
- Salaries / Benefits decreases by \$2,117 to \$277,510
- O & M/Capital Outlay decreases by \$23,000 to \$82,465

FY 2014-15

Transportation – Medi Ride

- The variance is attributable to the following:
 - Gas/Oil (-\$25,000) – A portion of these funds were re-allocated to offset the increase mentioned above on slide 12 (Operations)
 - Tires – (\$2,000) - increased slightly to cover the anticipated tire disposal fees.

FY 2014-15

Transportation – Recreational

- A decrease of \$30,004 from FY 2013-14 to \$216,999
- Salaries / Benefits increases by \$10,696 to \$151,499
- O & M/Capital Outlay decreases by \$23,700 to \$65,500

FY 2014-15

Transportation – Recreational

- The variance is attributable to the following:
 - Gas/Oil (-\$30,250) – A portion of these funds were re-allocated to offset the increase mentioned above on slide 12 (Operations)
 - Tires – (\$1,000) - increased slightly to cover the anticipated tire disposal fees.

FY 2014-15

Transportation – Maintenance

- Maintenance/Repairs (\$5,550) –
To cover the cost of doing
business, which has increased
over the past few years

FY 2014-15

Transportation – LNG/CNG

- An increase of \$1,840,000 from FY 2013-14 to \$1,840,000
- Salaries / Benefits – None budgeted
- O & M/Capital Outlay increases by \$1,840,000 to \$1,840,000

FY 2014-15

Transportation – LNG/CNG

- This fund accumulates monies needed to address future capital deficiencies at the facility. Example, the construction project to widen the driveway at the station is scheduled to begin next month and the construction cost is approximately \$52,000, which shall be paid out of the LNG revenue reserves.
- Surplus to date is approx \$230,000

FY 2014-15

Garage – Equip Replacement

- **An increase of \$55,000 from FY 2013-14 to \$110,000**
- **Salaries / Benefits – None budgeted**
- **O & M/Capital Outlay increases by \$55,000 to \$110,000**

FY 2014-15

Garage – Equip Replacement

- The increase is attributable to the following:
 - Vehicle Purchases (\$110,000)
 - 2 Ford Hybrids (PWks & Dev Svcs)
 - 1 CNG Truck (PWks & Dev Svcs)
 - Cosmetic repairs to existing fleet

FY 2014-15

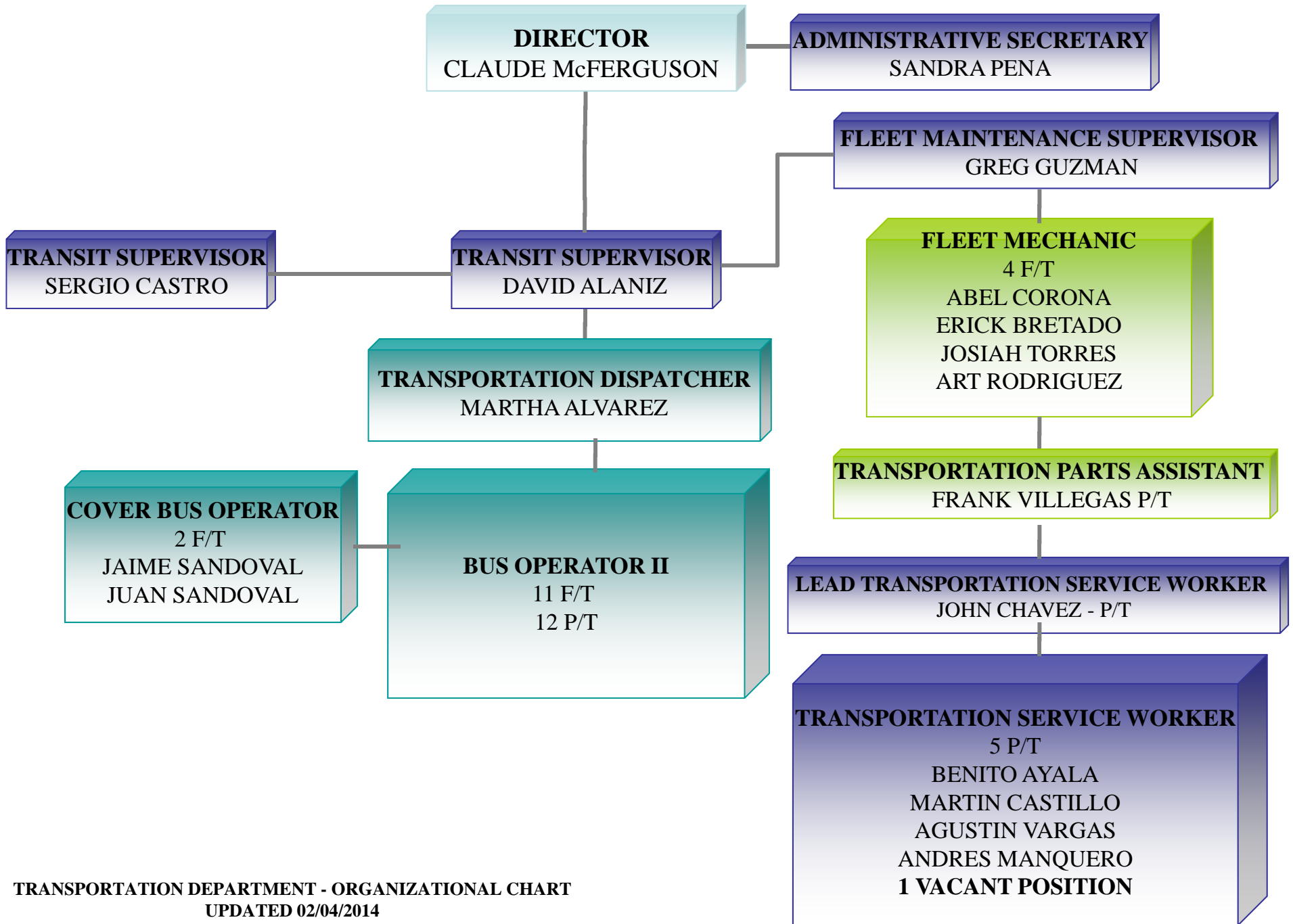
Garage - Maintenance

- A decrease of \$68,829 from FY 2013-14 to \$693,650
- Salaries / Benefits decreases by \$71,829 to \$283,650
- O & M/Capital Outlay increases by \$3,000 to \$410,000

FY 2014-15

Garage - Maintenance

- The variance is attributable to the following:
 - Salaries/Benefits – staffing time reallocated to Operations and Maintenance cost centers
 - Miscellaneous – (\$3,000) - increased slightly to cover unanticipated items



TRANSPORTATION DEPARTMENT - ORGANIZATIONAL CHART
 UPDATED 02/04/2014