

**CITY OF BEVERLY HILLS
MINUTES – BUDGET STUDY SESSION
May 7, 2013
Council Chambers
2:30 P.M.**

PRESENT: Mayor Mirisch
Vice Mayor Bosse
Councilmember Brien
Councilmember Gold
Councilmember Krasne
Jeff Kolin, City Manager
Lolly Enriquez, Assistant City Attorney
Don Rhoads, CFO/Director of Administrative Services
Don Harrison, Budget and Revenue Officer
Cheryl Friedling, Deputy City Manager
Noel Marquis, Assistant Director of Administrative Services/Finance
Sandra Olivencia, Deputy Director of Administrative Services/Human Resources
Erick Lee, Bureau Commander
Karl Kirkman, Risk Manager
Ralph Mundell, Deputy Fire Chief
Susan Healy-Keene, Director of Community Development
Jonathan Lait, Assistant Director of Community Development/City Planner
George Chavez, Assistant Director of Community Services/City Building Official

A - DIRECTION

- 1.** Review of Proposed Fiscal Year 2013/2014 Budget
Review and discussion of proposed Fiscal Year 2013/2014 budget, including overview of revenues and expenditures, operating budgets, Capital Improvement Projects, and review of Parking Operations and Parking Authority:

- a)** Budget Overview and Financial Analysis by City Manager Jeff Kolin and Chief Financial Officer and Director of Administrative Services Don Rhoads

City Manager Kolin introduced the 2013/14 budget and provided an overview. He enumerated the City's accomplishments over the last fiscal year. He briefly discussed the Capital Improvement projects. He listed the challenges facing the City which include the City's various enterprise funds specifically the Parking and Water Enterprise Funds.

Don Rhoads, the City's new CFO/Director of Administrative Services, presented the proposed 2013/2014 Budget. Mr. Rhoads shared unique budget strategies that he utilized with the City of Monterey, his former City.

Budget and Revenue Manager Don Harrison discussed the budget process, City Council priorities, economic conditions/trends, conservative budgeting, general fund budget history, context of fiscal year 12/13 adjustments, City revenues, City expenditures, budget adjustments and enhancements.

City Building Official George Chavez responded to questions regarding the 3-day waiting period for permit center appointments as well plan review waiting periods.

City Manager Kolin responded to questions regarding the \$1.5M reduction in Capital Improvement Fund (CIP) contribution from the General Fund in fiscal year 2012/13.

b) Presentation of Budget Enhancement Requests and Recommendations

Budget and Revenue Officer Don Harrison reviewed the Budget Enhancement requests by department.

City Manager Kolin responded to questions regarding the number of vacancies City-wide.

Deputy City Manager Cheryl Friedling advised Council regarding the requested Budget Enhancements for additional staffing and associated costs for the City's Centennial celebration.

Assistant Director of Administrative Services/Finance Noel Marquis and Assistant Director of Administrative Services/Human Resources Sandra Olivencia provided feedback on the Budget Enhancements for Administrative Services.

Division Commander Erick Lee clarified the Budget Enhancements requests for the Police Department.

Risk Manager Karl Kirkman replied to questions regarding the City's Workers Compensation experience as compared to other cities.

Deputy Fire Chief Ralph Mundell explained the Budget Enhancement requests for the Fire Department.

Director of Community Development Susan Healy Keene, City Planner Jonathan Lait and City Building Official George Chavez each commented on the Community Development Budget Enhancement requests.

e) City Council Discussion and Prioritization of Proposed Enhancements

Item not discussed.

d) Review of Parking Authority and Parking Enterprise Operations and Issues

Item not discussed.

e) Review of Clean Water Fund (Fund 85) Operations and Fiscal Issues

Item not discussed.

f) Budget Review Committee Presentation - City Treasurer Eliot Finkel

Item not discussed.

g) Internal Service Fund Charges

Item not discussed.

h) Review of Department Budgets

Item not discussed.

i) Policy and Management

ii) City Attorney

iii) City Clerk

iv) Administrative Services

v) Police

vi) Fire

vii) Community Development

viii) Information Technology

ix) Public Works

x) Community Services

i) Capital Improvement Program Budget

Item not discussed.

j) City Council Discussion and Prioritization of Capital Improvement Projects

Item not discussed.

The Budget Study Session adjourned at 4:47 p.m. to the Study Session to discuss items that are identified on the agenda that has been prepared for the meeting. The Study Session concluded at 6:02 p.m.

PASSED, Approved and Adopted
this 23rd day of May, 2013

BYRON POPE, City Clerk

JOHN A. MIRISCH, MAYOR

This meeting was televised on City of Beverly Hills Municipal Government Television Access, BHN/10, Time Warner Cable.