

**CITY OF BEVERLY HILLS
MINUTES – SPECIAL BUDGET STUDY SESSION #2
May 10, 2016
2:30 p.m.
City Council Chamber**

PRESENT: Mayor Mirisch
Vice Mayor Krasne
Councilmember Bosse
Councilmember Gold
Mahdi Aluzri, City Manager
Laurence Wiener, City Attorney
George Chavez, Assistant City Manager/Director of Public Works Services
Byron Pope, City Clerk
Don Rhoads, Director of Administrative Services/Chief Financial Officer
Ralph Mundell, Fire Chief
Gregory Barton, Deputy Fire Chief
Michael Liongson, Senior Management Analyst
Sandra Spagnoli, Police Chief
Tania Schwartz, Senior Management Analyst
Shan Davis, Police Lieutenant

ABSENT: None

The meeting was called to order at 2:30 p.m.

ORAL COMMUNICATIONS:

1. Mark Elliot

A – DIRECTION

- 1) Introduction
Item discussed at the May 3, 2016 Special Budget Study Session.
- 2) Economic Overview and Revenues
Item discussed at the May 3, 2016 Special Budget Study Session.
- 3) Budget Overview
Item discussed at the May 3, 2016 Special Budget Study Session.
- 4) Departments (changes, work plan highlights, Enhancements, new CIPs)
 - a) Policy & Management

Assistant City Manager/Director of Public Works Services George Chavez presented the Policy and Management's budget. He briefly reviewed the department's programs and noted that the City Council and City Treasurer are included in the full-time positions total. He reported on the FY 16/17 budget changes from FY 15/16 and reviewed the department's highlights. City Manager Mahdi Aluzri clarified that the budget

enhancement for the position upgrade will be offset by a current position and that the upgrade will have added responsibilities.

b) City Attorney

City Attorney Laurence Wiener reported on the City Attorney Department's FY 16/17 budget changes from FY 15/16. He explained that the increase in the budget is due to the addition of Council approved funds for litigation and special services. Mr. Wiener pointed out that the budget increase is the first since the 2008-2009 economic downturn and reminded Council that any unused funds will be returned to the general fund. He presented the department's work plan to review and report on the claims procedures and reported that the department does not have any requests for budget enhancements. Director of Administrative Services/Chief Financial Officer Don Rhoads clarified that claims are paid out of the Liability Claims Reserve fund.

c) City Clerk

City Clerk Byron Pope presented the City Clerk Office's FY 16/17 budget changes from FY 15/16. He briefly pointed out the possibility of a future request for special election funding. Mr. Pope highlighted the Department's work plan and spoke on the software that will be implemented to assist with operations. He also spoke on the preparations that will be made in FY 16/17 to assess city-wide records management needs.

Mr. Pope presented the Department's budget enhancement requests for the scheduled March 7, 2017 election and for additional legal advertising. He explained the unpredictability of legal advertising trends and reported on the legal notices that were placed this fiscal year versus last fiscal year. Mr. Pope confirmed that the enhancement request is only for the March 7, 2017 election and does not include funds for a special election. He noted that unused funds will be returned to the general fund.

Mayor Mirisch asked Mr. Pope to monitor e-voting developments. Council agreed to move forward with the legal advertising and notices bid process without an Ad Hoc committee.

d) Administrative Services

Director of Administrative Services/Chief Financial Officer Don Rhoads presented the Administrative Services Department's FY 16/17 budget changes. He pointed out that the budget decrease is due to a slightly less facility charge. Mr. Rhoads reviewed the department's work plan highlights then reviewed budget enhancement requests for one-time and ongoing employees. He reported on the request for two additional full-time employees to provide human resources support for the Public Works and Police departments and noted that this additional support would assist with managing risks related to employees. Mr. Rhoads and Assistant City Manager/Director of Public Works Services George Chavez clarified that two vacant Public Works Services positions are no longer needed and have been eliminated from the budget to assist with funding the enhancement requests.

e) Police

Chief of Police Sandra Spagnoli briefly reviewed the Police Department's programs. She pointed out that the budget includes 128 fully funded sworn police officer positions and two positions which were added mid-year. Chief Spagnoli presented the department's FY 16/17 budget changes, detailed the department's work plan highlights, then showed Council the BHPD 2016 recruitment video. She provided a brief overview on the department's budget enhancement requests and noted that some of the one-time requests will be funded with seized/forfeited funds.

Senior Management Analyst Tania Schwartz and Chief Spagnoli clarified the budget enhancement request for the limited term position. Police Lieutenant Shan Davis spoke on the budget enhancement request for a Police Occupational Hazard Program. Chief Spagnoli pointed out that after an audit and a new department strategic plan is conducted, a review of needed positions will be conducted.

Vice-Mayor Krasne suggested using old police vehicles as a ghost program and expressed that she would prefer an increase to 140 police officers. Mayor Mirisch suggested that more technology be utilized as a security resource.

f) Fire

Fire Chief Ralph E. Mundell introduced Deputy Fire Chief Gregory Barton and Senior Management Analyst Michael Liongson. Chief Mundell briefly reviewed the Fire Department's programs, presented the department's FY 16/17 budget changes and detailed the department's work plan highlights. He provided details on the budget enhancement request for materials & supplies/contractual services. Chief Mundell pointed out that the funding request is about half of what was cut from the department's budget a few years ago. He also spoke on the donation of used fire trucks. City Manager Mahdi Aluzri and Chief Mundell clarified the elimination of a request for an Administration Fire Captain and fire vehicle.

g) Community Development
Item not discussed.

h) Information Technology
Item not discussed.

i) Public Works Services
Item not discussed.

j) Capital Assets
Item not discussed.

k) Community Services
Item not discussed.

l) Parking Authority
Item not discussed.

Special Budget Study Session #2 Minutes

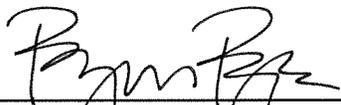
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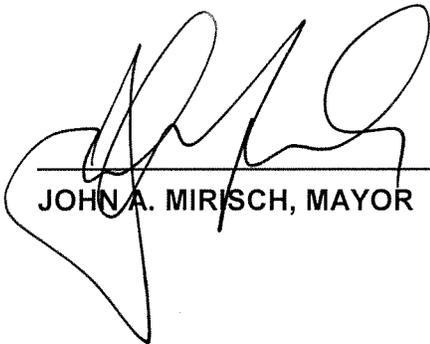
- 5) Budget Review Committee Presentation
Item not discussed.
- 6) CIP
Item not discussed.
- 7) City Council Additional Priorities and Direction
Item not discussed.

The Budget Study Session adjourned at 5:26 p.m. to Thursday, May 12, 2016 at 1:30 p.m.

PASSED, Approved and Adopted
this 21st day of June, 2016



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.