

**LODI CITY COUNCIL  
SHIRTSLEEVE SESSION  
CARNEGIE FORUM, 305 WEST PINE STREET  
TUESDAY, FEBRUARY 1, 2011**

A. Roll Call by City Clerk

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, February 1, 2011, commencing at 7:00 a.m.

Present: Council Member Hansen, Council Member Katzakian, Council Member Nakanishi, and Mayor Johnson

Absent: Mayor Pro Tempore Mounce

Also Present: City Manager Bartlam, City Attorney Schwabauer, and City Clerk Johl

B. Topic(s)

B-1 Receive Fiscal Year 2010/11 Mid-Year Budget Report on Departmental Reorganizations (CM)

City Manager Bartlam and Deputy City Manager Jordan Ayers provided a PowerPoint presentation regarding the Fiscal Year 2010/11 mid-year reorganization. Specific topics of discussion included reorganization summary for Electric Utility and Parks and Recreation with Community Center, reasons to restructure Electric Utility, current organization chart, proposed reorganization chart, effect on management, summary of position changes, savings from reorganization, intended results, Parks and Recreation and Community Center merger, creation of Community Services Department, current and proposed reorganization for both departments, summary of position changes for merger, full-time staff statistics, expense statistics, benefits, and effects of consolidation.

In response to Council Member Hansen, Mr. Bartlam stated the \$582,759 annual reduction is a result of both proposed reorganizations.

In response to Council Member Hansen, Mr. Bartlam stated there will be some layoffs and transfers but it is difficult to assess exactly which positions will be affected right now because several have bumping rights.

In response to Council Member Katzakian, Mr. Bartlam stated the Electric Operations Superintendent position is a reclassified position.

In response to Council Member Hansen, Mr. Bartlam stated the reorganization is not affecting the City's ability to respond to outages because the front-line functions remain unchanged.

In response to Council Member Hansen, Mr. Bartlam stated the lineman position will continue to remain unfunded as it has been for five years.

In response to Council Member Hansen, Mr. Bartlam stated that, based on the department chart, in the event of an emergency or big storm about 15 people have the ability to respond immediately.

In response to Council Member Hansen, Customer Services and Program Manager Rob Lechner stated the apprenticeship program is working well with the two current apprentices who will have completed the program at the beginning of the next fiscal year.

In response to Council Member Nakanishi, Mr. Bartlam stated the services will remain unchanged and the department is losing personnel in the second tier due to efficiencies that have been created.

In response to Council Member Nakanishi, Mr. Bartlam stated the reorganization information was provided to employees several weeks ago and while some have the ability to transfer, others do not but may have bumping rights.

In response to Council Member Nakanishi, Mr. Bartlam stated the rates and resources staff answers to the Electric Utility Director and the Risk and Oversight Committee, formed in 2006, is responsible for procuring utility purchases with Council approval.

In response to Mayor Johnson, Mr. Lechner stated the energy specialist used to conduct personal residential audits, which are primarily done on line now, and the energy specialist position began to assist with a special project, which provided an opportunity for the position to be reevaluated.

In response to Mayor Johnson, Mr. Lechner stated most of the residential audits can be done on line and on the rare occasion that one needs to be done personally he can still do those based on good customer service. Mr. Lechner stated some solar contractors are also doing audits.

In response to Council Member Hansen, Mr. Lechner stated continued education will help with conservation efforts and most utilities are focusing on the industrial and commercial sector because there is more savings to be realized in those areas.

In response to Council Member Nakanishi, Mr. Bartlam stated that, based on current numbers provided from Northern California Power Agency (NCPA) at last week's Strategic Session, PG&E has higher overall rates than the City, which could be due to greater infrastructure costs and requirements with the Public Utilities Commission.

In response to Mayor Johnson, Mr. Bartlam stated staff will be doing some public outreach with the rates and comparisons provided through the NCPA presentation.

In response to Mayor Johnson, Mr. Bartlam stated the buyer and senior store keeper were part of former decentralization of purchasing and Electric Utility and Water/Wastewater have more of an inventory control and purchasing function.

In response to Myrna Wetzel, Mr. Lechner provided an overview of several school programs Electric Utility provides.

In response to Mayor Johnson, Community Center Director Jim Rodems stated Deanie Bridewell is the Events and Arts Manager.

In response to Council Member Hansen, Mr. Bartlam stated for aquatics staff is trying to bring costs in line with revenue and one full-time position is being transitioned to two part-time positions.

In response to Council Member Hansen, Mr. Rodems stated the pool at the Community Center is used year round but can be managed by the Recreation Supervisor who is aquatics certified and part-time staff can provide on site supervision.

In response to Mayor Johnson, Mr. Rodems stated the Recreation Supervisor is certified and trained in aquatics operations.

In response to Council Member Nakanishi, Mr. Bartlam stated staff is doing outreach regarding the Community Center pool and renovations.

In response to Council Member Hansen, Mr. Bartlam stated future fiscal years will be tough and we will have to keep everything on the table for all departments.

In response to Mayor Johnson, Mr. Bartlam stated the maintenance proposal for Parks and Recreation does not affect the work being performed by United Cerebral Palsy.

In response to Mayor Johnson, Recreation Commission Chair David Aiken stated the Commission will be discussing the matter of the reorganization and merger of Parks and Recreation with the Community Center at the next Commission meeting.

In response to Myrna Wetzel, Mr. Bartlam stated that the proposed merger does not affect Camp Hutchins.

C. Comments by Public on Non-Agenda Items

None.

D. Adjournment

No action was taken by the City Council. The meeting was adjourned at 8:05 a.m.

ATTEST:

Randi Johl  
City Clerk



**CITY OF LODI  
COUNCIL COMMUNICATION**

**AGENDA TITLE:** Receive Fiscal Year 2010/11 Mid-Year Budget Report on Departmental Reorganizations

**MEETING DATE:** February 1, 2011

**PREPARED BY:** City Manager

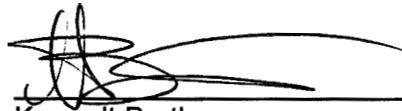
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**RECOMMENDED ACTION:** Receive fiscal year 2010/11 mid-year budget report on departmental reorganizations.

**BACKGROUND INFORMATION:** Staff will present information regarding proposed departmental reorganizations within Electric Utility, Parks & Recreation and the Community Center.

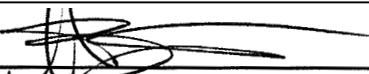
The proposed changes within Electric Utility will create a more direct reporting relationship between the director and operating divisions within the department. Expenditure savings will also occur.

The proposal for Parks & Recreation and the Community Center will formalize the interim merger which began several years ago. This action will create some operational efficiencies as well as expenditure savings.

  
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Konrad Bartlam  
City Manager

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APPROVED:

  
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Konrad Bartlam, City Manager

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# **FY 2010/11**

# **Mid-Year Reorganization**

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Lodi City Council  
“Shirtsleeve” Session  
Feb. 1, 2011

# Reorganization summary

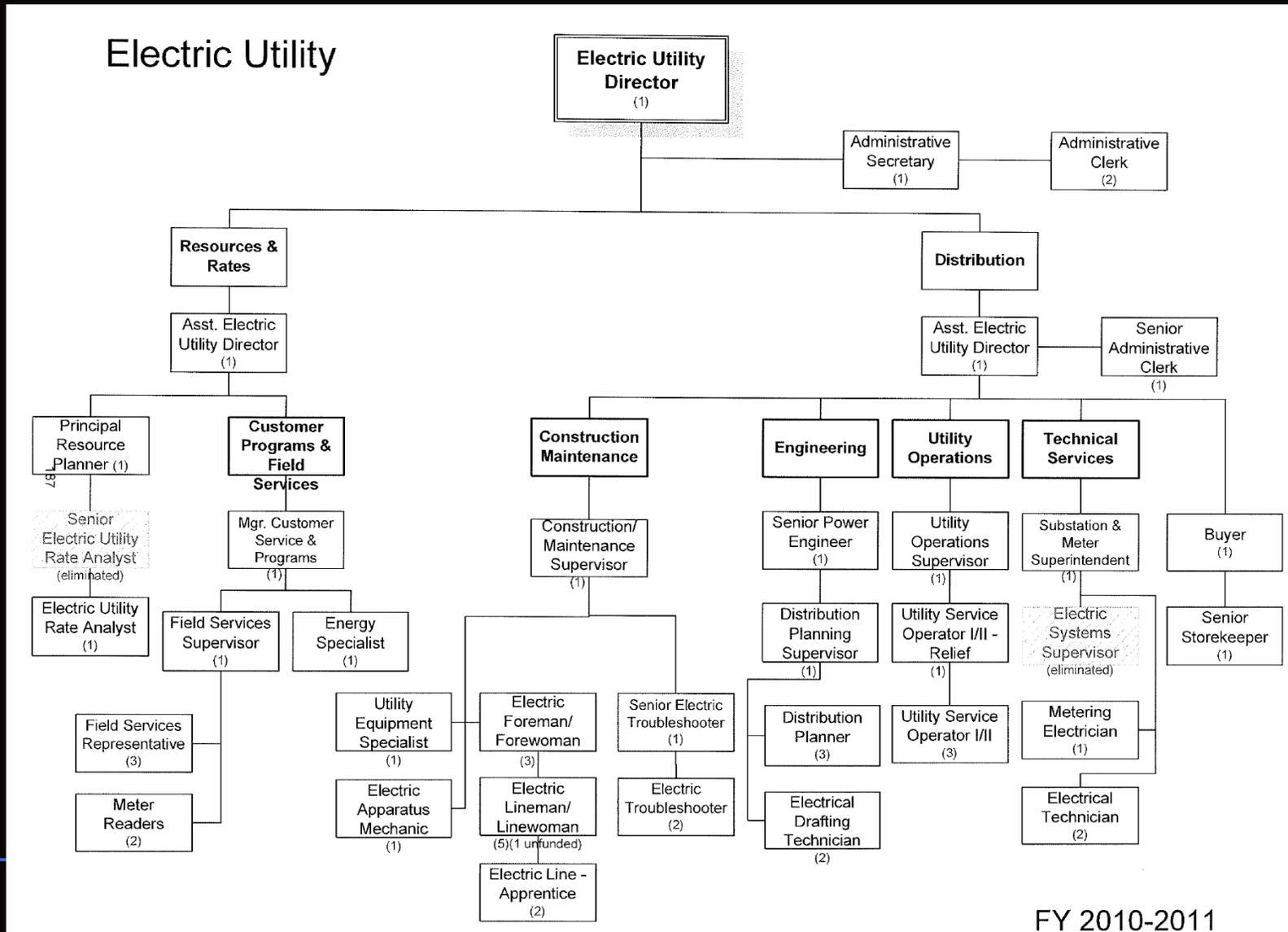
- Streamline Electric Utility management
- Merge Parks & Recreation with Community Center

Total impact: Annual reductions of  
\$582,759 per year

# Reasons to restructure Electric Utility

- Avoid rate increase otherwise needed to pay for contract raises
- Reduce fixed costs to offset revenue decline
  - Sluggish economy
  - Mild 2010 summer
  - Solar and energy efficiency
- More direct management by Electric Utility Director

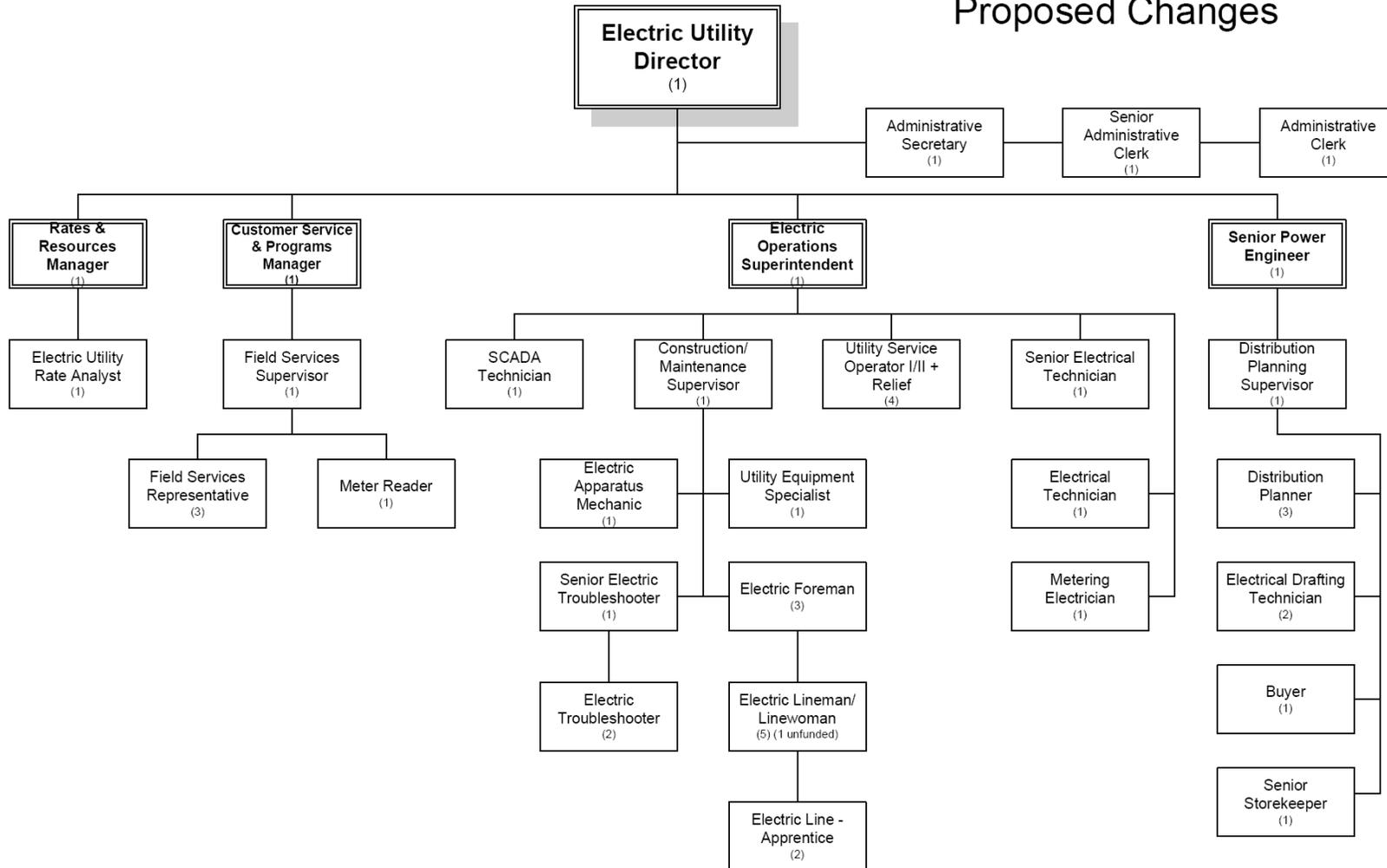
# Current organization chart



FY 2010-2011

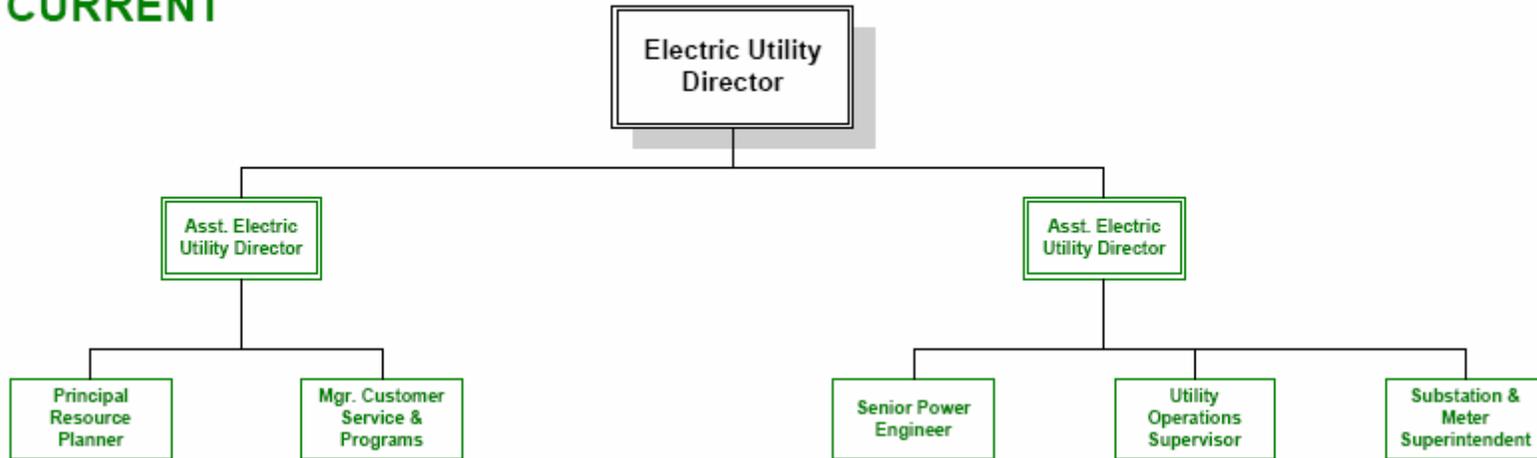
# Reorganization

## Electric Utility Management Proposed Changes

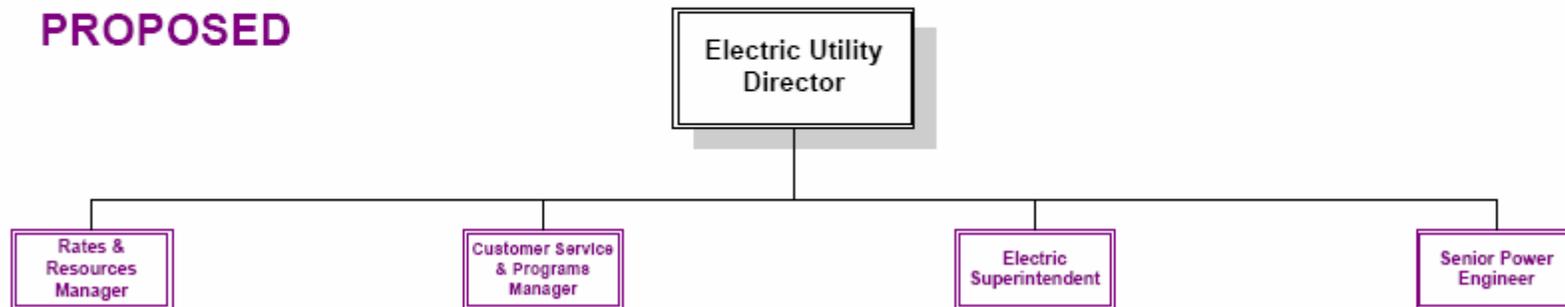


# Effect on management

## CURRENT



## PROPOSED



# Summary of position changes

- Eliminate two Assistant Director positions
- Four divisions report directly to Electric Utility Director
- Eliminate Meter Reader, Administrative Clerk, Energy Specialist
- Reclassify Principal Resource Planner to Rates & Resources Manager
- Reclassify Substation and Meter Superintendent to Electric Operations Superintendent
- Reclassify Utility Operations Supervisor to SCADA Technician
- Reclassify Electrical Technician to Senior Electrical Technician

# Savings from reorganization

- Fiscal Year 2010/11
  - \$476,456 on annualized basis
  - \$122,825 for remainder of fiscal year

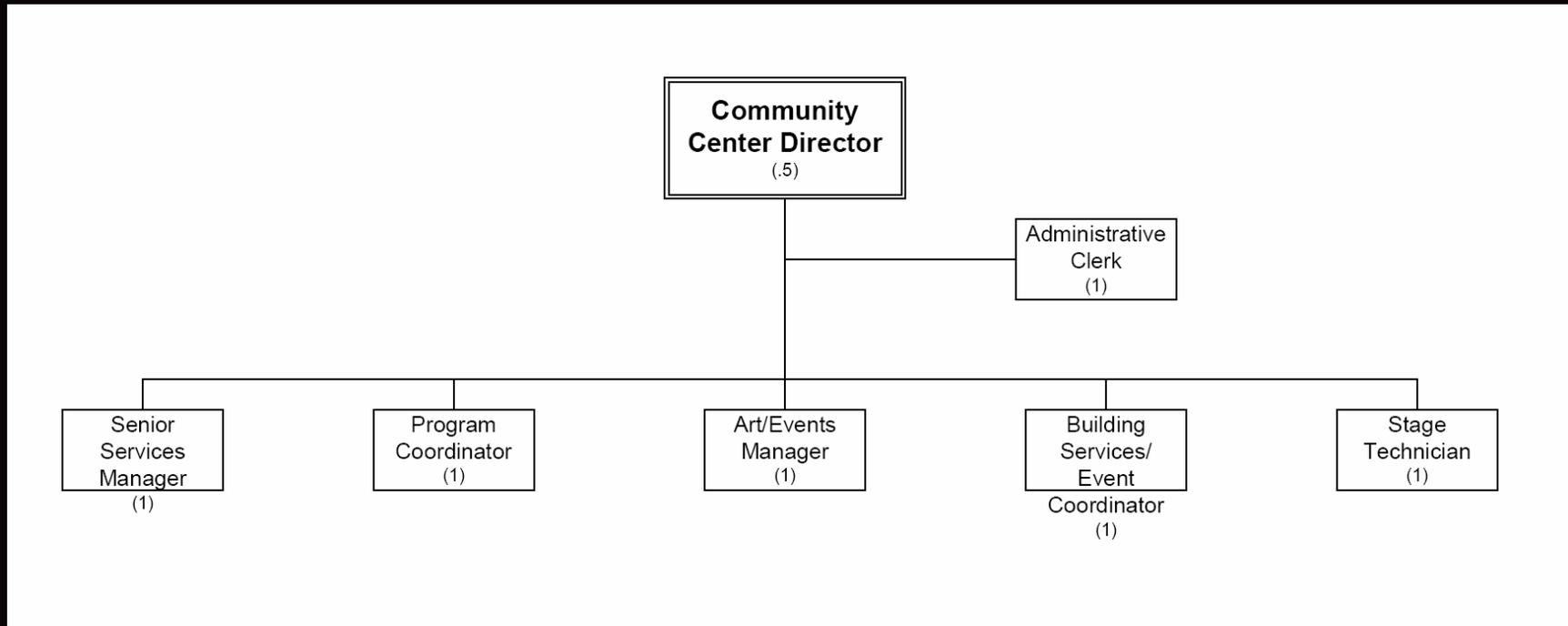
# Intended results

- More responsive management structure
- Value for ratepayers

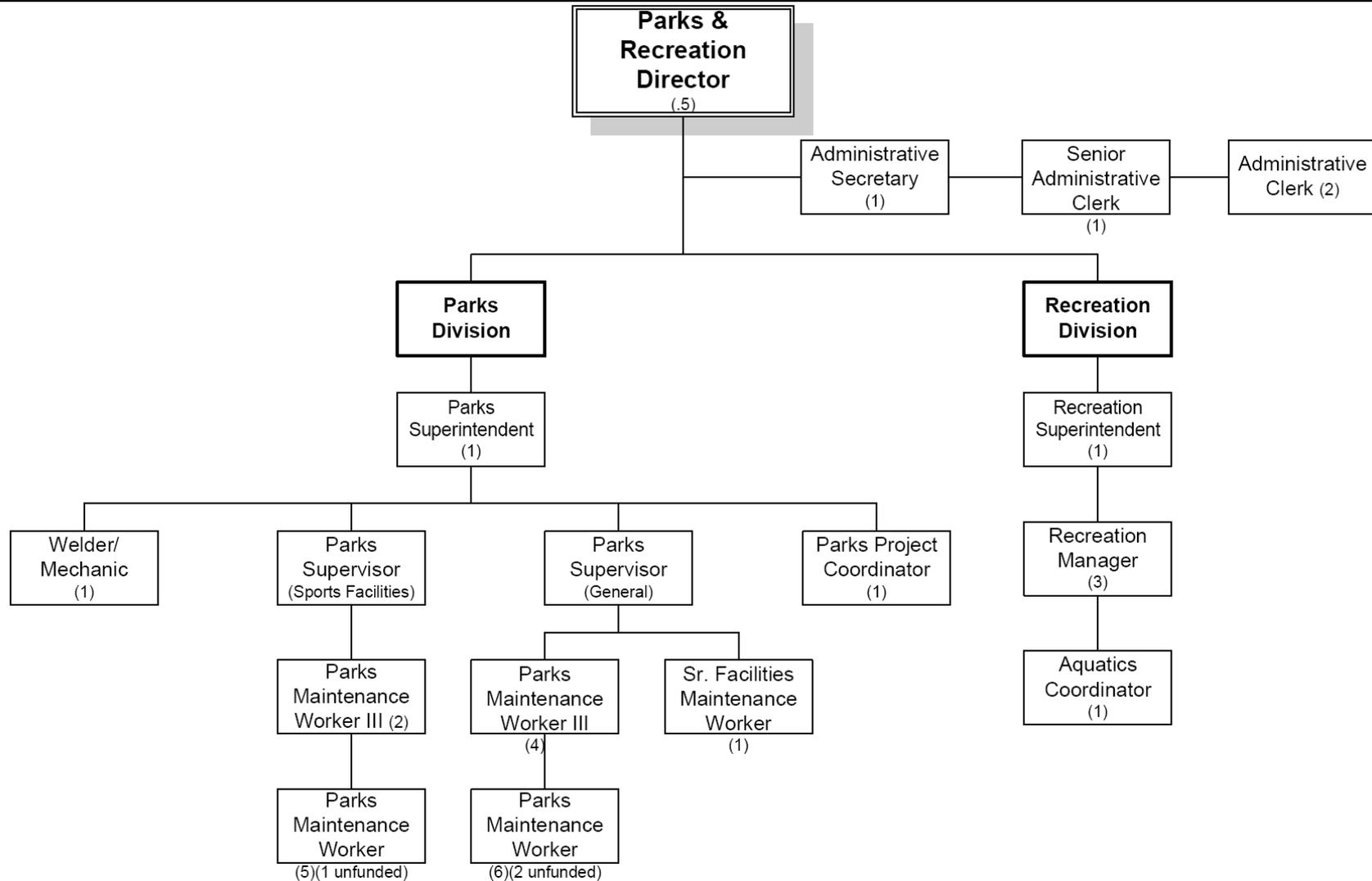
# **Parks & Rec/HSS merger**

Create Community Services Department

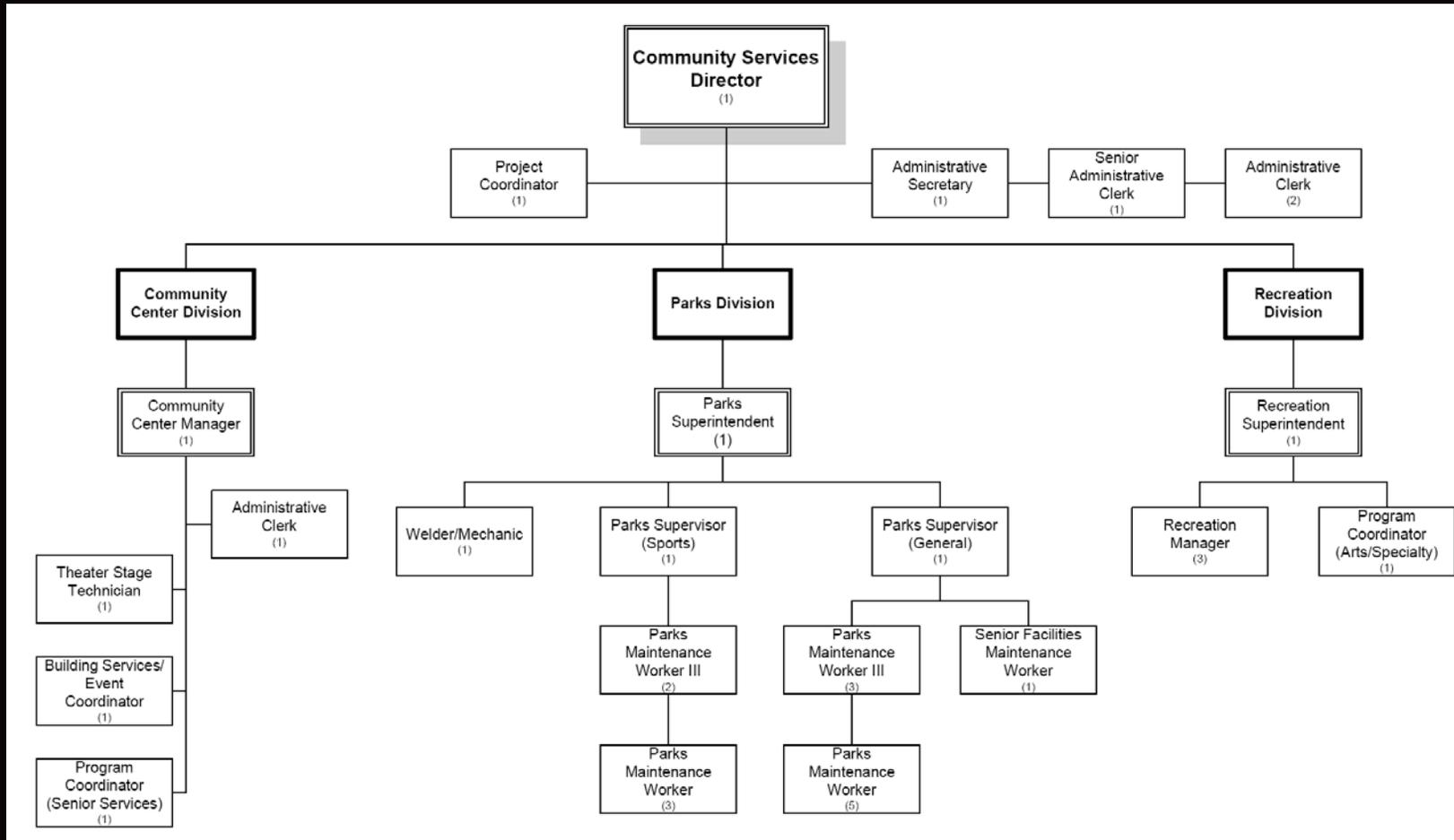
# Community Center organization



# Parks & Recreation organization



# Community Services Department



# Summary of position changes

- Arts & Events Coordinator reclassified to Community Center Manager (Division head)
- Program Coordinator from Community Center to Recreation Division
- Parks Project Coordinator from Parks to Department Administration
- Aquatics Coordinator reduced to part-time

# Full-time staff: 07/08 vs. 10/11

- Combined costs of three divisions:
  - 2007/08 (39 FTEs) \$3,217,750
  - 2010/11 budget (35 FTEs) \$2,914,850
  - Mid-year (34 FTEs) \$2,808,550
  
  - Fiscal year reduction \$ 20,800
  - Annualized reduction \$ 106,303
  - Cost reduction since 2007/08 \$ 409,200

# All expenses: 07/08 vs. 10/11

Cost of personnel, utilities, supplies,  
equipment, etc.

■ 2007/08	\$5,599,965
■ Budget with proposed merger	\$5,318,578
■ Reduction since 2007/08	\$ 281,387

# Benefits of consolidation

- Operational efficiencies
- Removes competition between departments for same program funding
- Utilizes same tools to market programs
  - Season program schedule
  - Ability to register at multiple sites (ActiveNet)
- Theater techs available for Rec sites
- More efficient facility use

## **Benefits of consolidation (cont.)**

- Broadens view of Recreation in the community
- Parks Division to assume responsibility for grounds maintenance at Hutchins Street Square

# No effect from consolidation

- Continuing relationships with 501(c)3 organizations
  - BOBS
  - Hutchins Street Square Foundation
  - Lodi Arts Foundation
- No increase in costs of programming
- Parks staffing structure

# Without a consolidation

- Need to address permanent Parks & Recreation Director position
- Additional revenue to offset higher cost of less-efficient use of staffing and resources, or
- Service reductions, layoffs

# FY 2010/11 Reorganization

Questions?