

**LODI CITY COUNCIL  
SHIRTSLEEVE SESSION  
CARNEGIE FORUM, 305 WEST PINE STREET  
TUESDAY, MAY 21, 2013**

A. Roll Call by City Clerk

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, May 21, 2013, commencing at 7:05 a.m.

Present: Council Member Hansen, Council Member Mounce, and Mayor Nakanishi  
Absent: Council Member Johnson, and Mayor Pro Tempore Katzakian  
Also Present: City Manager Bartlam, City Attorney Schwabauer, and City Clerk Johl

B. Topic(s)

B-1 Receive Presentation Regarding Fiscal Year 2013/14 Budget (CM)

Deputy City Manager Jordan Ayers provided a PowerPoint presentation regarding Fiscal Year 2013/14 budget. Specific topics of discussion included an overview of the General Fund departments including Police, Fire, Public Works, Administration, Internal Services, non-departmental, and capital outlay. Budget variances for significant increases and decreases in each department were also discussed.

In response to Mayor Nakanishi, City Manager Bartlam stated employee time whether full-time or part-time is directly allocated to the department utilizing that employee for that specific time period.

In response to Council Member Hansen, Police Chief Mark Helms stated a part-time professional standards officer, based off of a Tracy concept, will assist with internal affairs investigations to ensure consistency and revisions to the outdated Policy and Procedure Manual.

In response to Council Member Hansen, Mr. Ayers confirmed that there are 71 sworn police officer positions, of which 4 are grant funded positions, and 2 additional sworn officer positions are not funded. Police Chief Mark Helms stated it is his belief that there are 72 sworn positions now in light of the mid-year budget adjustment and the grant requires that a minimum of 71 positions remain funded and there is a matching one-year requirement for funding after the expiration of the grant for the officer positions.

In response to Council Member Hansen, Mr. Ayers confirmed that there is a \$55,000 increase in the Police Department training budget for the upcoming year.

In response to Council Member Hansen, Mr. Ayers stated he believes that the dispatcher/jailer and records position unfunded last year and the animal services position unfunded two years ago.

In response to Council Member Mounce, Chief Helms stated that, while some services such as check fraud were cut back, the department has successfully maintained other services despite budget cuts. Chief Helms stated that, while technology has helped with efficiencies, there is a cost associated with product purchase and implementation.

In response to Council Member Hansen, Chief Helms confirmed that the Patrol Division remains the first priority and is fully staffed although gaps remain for injury and other absence coverage. He stated watch commanders have flexibility to set staffing minimums based on the need for

specified time periods.

In response to Mayor Nakanishi, Mr. Bartlam stated increases in staffing must be based on an ongoing revenue funding stream and not a one-time source such as the property tax refund from the County.

In response to Council Member Hansen, Fire Chief Larry Rooney stated the firefighters are expected to be out of the existing structure at Fire Station No. 2 and into the temporary units on site by June 1.

In response to Council Member Hansen and Council Member Mounce, Mr. Ayers confirmed that the senior programmer analyst position is going to ISD and cross-training is occurring.

In response to Council Member Hansen, Chief Helms stated that, while the transition away from a police officer handling IT work in the department was bumpy, it appears to be working fine with some challenges remaining on computer inventory, software licensing, and the CAD system. Mr. Ayers confirmed ISD has assigned a full-time staff member to the Police Department.

In response to Mayor Nakanishi, Mr. Bartlam stated that all City departments are using Microsoft and are covered by ISD of Internal Services.

In response to Council Member Hansen, Mr. Bartlam stated Electric Utility shows a decrease due to the position loss associated with Rob Lechner while Administration shows the corresponding increase in Economic Development. Mr. Ayers confirmed the management analyst position previously held by Jeff Hood was also eliminated.

In response to Council Member Hansen, Mr. Ayers confirmed the elimination of a purchasing technician position and the addition of a customer services representative position to assist with the telephone lines and front counter.

In response to Council Member Hansen, Mr. Ayers stated the current JDE system should be completely replaced and phased out within a two-year period.

In response to Council Member Mounce, Mr. Swimley stated the mold at Fire Station No. 4 is being addressed through treatment and removal.

In response to Council Member Hansen, Mr. Bartlam confirmed that the City Hall Annex project is moving forward with respect to demolition and remodeling of the first phase with expected completion by the end of the year.

In response to Mayor Nakanishi, Mr. Bartlam stated the budget will be presented for adoption by the City Council at the June 5, 2013, meeting and adjustments for labor negotiations if needed may be made thereafter.

In response to Myrna Wetzal, Public Works Director Wally Sandelin confirmed that the security cameras at the parking garage were installed and will begin monitoring through a contract security company in approximately one month.

Council Member Mounce asked the City Attorney to look into rescinding the silly string ordinance at the request of a student who shared his concerns about the outdated ordinance with her at a recent event.

C. Comments by Public on Non-Agenda Items

None.

D. Adjournment

No action was taken by the City Council. The meeting was adjourned at 8:00 a.m.

ATTEST:

Randi Johl  
City Clerk



**CITY OF LODI  
COUNCIL COMMUNICATION**

**AGENDA TITLE:** Receive Presentation Regarding Fiscal Year 2013/14 Budget  
**MEETING DATE:** May 21, 2013  
**PREPARED BY:** Deputy City Manager

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**RECOMMENDED ACTION:** Receive presentation regarding Fiscal Year 2013/14 budget.

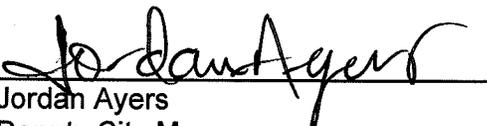
**BACKGROUND INFORMATION:** The Fiscal Year (FY) 2013/14 budget is built on a number of basic economic assumptions.

Staff released the draft Fiscal Year 2013/14 budget last week. The draft document shows total revenue for the City of \$179,909,160 and total expenses/expenditures of \$177,781,720. The General Fund is balanced with revenue and expenditures totaling \$42,198,820, an increase of \$288,880 over the prior year's budget.

Staff has conducted a series of presentations that provided Council and the public with the basic parameters that form the foundation of the budget. The Shirtsleeve Session on April 30, 2013 focused on general economic issues that the City is addressing in the budget process along with general fund revenue projections. The Shirtsleeve Session on May 7, 2013 discussed the Library Fund, the Transit Fund, the Streets Fund, the Community Development Fund and the Parks, Recreation and Cultural Services Fund. The Shirtsleeve Session on May 14, 2013 addressed the Electric, Water and Wastewater Utilities.

Today's discussion will focus on the expenditure side of the General Fund.

**FISCAL IMPACT:** Staff is presenting a balanced General Fund, with revenues and expenditures equaling \$42,198,820.

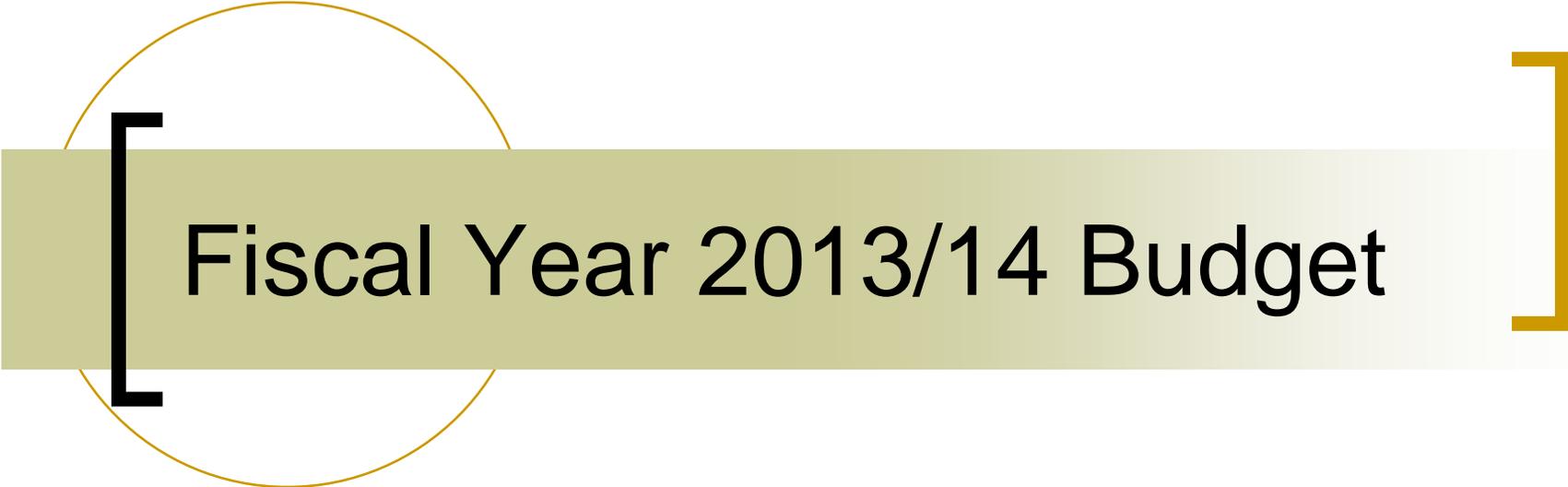
  
Jordan Ayers  
Deputy City Manager

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APPROVED:

  
Konradt Bartlam, City Manager



# Fiscal Year 2013/14 Budget

City Council Shirtsleeve Session  
May 21, 2013

# [ Overview ]

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- General Fund Departments
  - Police
  - Fire
  - Public Works
  - Administration
  - Internal Services
  - Non-Departmental

# [ General Fund ]

	Audited 2010-11 Actuals	Audited 2011-12 Actuals	2012-13 Budget	Estimated 2012-13 Actuals	2013-14 Budget
<b>General Fund</b>					
<u>Fund Balance</u>					
Beginning Fund Balance Unreserved	3,896,576	5,597,678	3,968,897	6,164,685	7,742,415
Revenues	41,889,230	40,520,257	42,071,274	42,968,590	42,198,820
Expenditures	<u>40,188,128</u>	<u>39,953,250</u>	<u>42,071,274</u>	<u>41,390,860</u>	<u>42,198,820</u>
Net Difference (Revenues Less Expenditures)	1,701,102	567,007	-	1,577,730	-
<u>Fund Balance</u>					
Ending Fund Balance Unreserved	<u><u>5,597,678</u></u>	<u><u>6,164,685</u></u>	<u><u>3,968,897</u></u>	<u><u>7,742,415</u></u>	<u><u>7,742,415</u></u>

# Departmental Funding

Department	2012/13 Allocation	2012/13 Ratio*	2013/14 Recommended Funding	2013/14 Ratio*	Change 2012/13 to 2013/14
City Clerk	\$585,340	1.41%	\$513,060	1.26%	(\$72,280)
City Manager	\$418,040	1.01%	\$403,100	0.99%	(\$14,940)
City Attorney	\$466,730	1.13%	\$472,200	1.16%	\$5,470
Internal Services	\$3,374,420	8.15%	\$3,237,480	7.92%	(\$136,940)
Non-Departmental	\$7,939,260	19.17%	\$7,443,750	18.21%	(\$495,510)
Economic Development	\$582,190	1.41%	\$481,880	1.18%	(\$100,310)
Police	\$16,891,930	40.79%	\$16,789,830	41.08%	(\$102,100)
Fire	\$9,581,630	23.14%	\$9,637,030	23.58%	\$55,400
Public Works	\$1,570,400	3.79%	\$1,894,290	4.63%	\$323,890
Capital Projects	\$500,000		\$1,326,200		\$826,200
<b>Total</b>	<b>\$41,909,940</b>	<b>100.00%</b>	<b>\$42,198,820</b>	<b>100.00%</b>	<b>\$288,880</b>

\*excluding Capital Projects

# [ Police ]

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- \$102,100 decrease from FY 2012/13
  - \$338,200 increase over 2012/13 amended budget
- Salary & benefit increase (\$45,000)
- Service & supply increase (\$160,000)
- Debt Service increase (\$160,000)

# [ Police ]

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- 71 sworn positions funded
- 5 positions unfunded:
  - 2 Police Officers
  - 1 Dispatcher/Jailer
  - 1 Police Records Clerk
  - 1 Asst. Animal Svcs Officer

# [ Fire ]

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- \$55,400 increase over FY 2012/13
- 52 sworn positions
  - 4 unfunded positions
    - 2 due to retirements
    - 2 by agreement with LPF
- Salary & benefit increase (\$28,000)
- Service & supply increase (\$26,000)

# [ Public Works ]

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- \$324,000 increase over FY 2012/13
- No position changes
- Salary & benefits increase (\$100,000)
- Service & supply increase (\$233,000)

# [ Administration ]

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- Includes City Clerk, City Attorney, City Manager and Economic Development
- \$182,000 decrease over FY 2012/13
- 2 positions transferred to Internal Svcs
- Includes support for Community Events (\$78,600)

# [ Internal Services ]

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- \$137,000 decrease from FY 2012/13
- Position changes
  - 2 positions transferred from City Manager
  - Delete Purchasing Technician
  - Add Customer Service Representative
- Salary & benefit decrease (\$102,000)
- Service and supply decrease (\$37,000)

# [ Non-Departmental ]

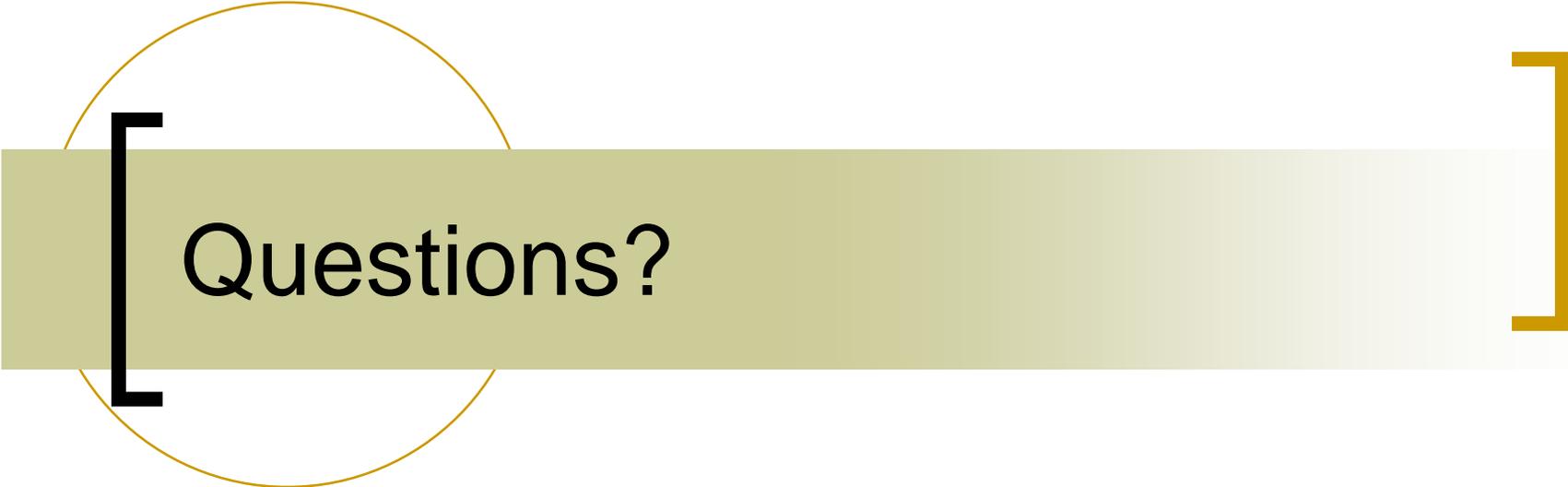
- \$331,000 increase over FY 2012/13
- Total appropriation \$8,769,950
- No permanent staff
- Consists of:
  - City paid utilities (\$1,224,000)
  - Consulting/Audit/Property Tax Fees (\$349,000)
  - DIVCA expenses (\$100,000)
  - Transfers to other funds (\$7,423,500)

# [ Non-Departmental ]

<b>To</b>	<b>Amount</b>
PRCS	\$3,554,300
Library	\$1,349,180
Capital Outlay	\$1,261,200
Streets	\$581,380
Debt Service	\$512,440
Community Dev	\$100,000
IT Replacement	\$65,000
<b>Total</b>	<b>\$7,423,500</b>

# [ Capital Outlay ]

<b>Purpose</b>	<b>Amount</b>
Fire Station 2 design and construction	\$1,073,000
Financial systems replacement	\$1,000,000
City Hall Annex improvements	\$400,000
Downtown parking lots	\$150,000
Fire Station 3 repairs	\$130,000
HSS carpet	\$45,000
<b>Total</b>	<b>\$2,798,000</b>



Questions?