

The City Council/Agency Board of the City of Westminster, California convened on May 13, 2008 at 6:05 p.m. in an Adjourned Regular Meeting in the Council Chambers, 8200 Westminster Boulevard, Westminster, California.

6:00 P. M.

PRESENT: RICE, QUACH (Arrived at 6:25 p.m.), FRY, MARSH, TA
ABSENT NONE

SALUTE TO THE FLAG: Council/Agency Member Fry

ORAL COMMUNICATIONS – None.

1. PRELIMINARY BUDGET STUDY SESSION FOR FISCAL YEARS 2008-09 AND FISCAL YEAR 2009-10 (105-02) (08)

Finance Director Paul Espinoza gave a PowerPoint presentation, reviewing the priority goals established by the Mayor and City Council on February 24, 2007 and the City Manager's recommended budget for Fiscal Years 2008-09 and 2009-10. The PowerPoint Presentation (available in the City Clerk's office) addressed all departments. In addition, Mr. Espinoza provided the Mayor/Chair and Council/Agency Members with Operations & Maintenance Changes for each department. Questions and concerns arose regarding the following department budget items:

City Manager's Budget

Mayor/Chair Rice questioned the proposed title change in the FY 2008-09 budget from Assistant to the City Manager to Assistant to the City Manager/Economic Development Manager; expressed opposition to the title change; felt the position job description should have been brought first to Council; and inquired how the position could be given to someone without going through the screening process.

City Manager Ray Silver explained the inclusion of the proposed title change in the PowerPoint presentation was to recognize it openly at the meeting. Regarding the proposed title, the City Manager explained the basis of the recommendation is as follows:

- 1) To date the operations and expenditures functions and responsibilities for the Westminster Redevelopment Agency reside with the Community Development Director, along with the position's City of Westminster's planning and land use entitlement processing authority. This creates a potential problem and confusion since the same department head is responsible for entering into the Agency's financial agreements, called Disposition and Development Agreements (DDA's) as well as recommending the City's land use entitlements.

- 2) Neither the applicant nor the public knows whether a proposed project is approved by the Agency for financial reasons or because of the conditions of approval through the City's land use decision making authority.
- 3) To date the Finance Director has been responsible for tracking the Agency's revenues but is unaware of the spending of the tax increment and the operations of the Agency. The Community Development Director tracks appropriations, expenditures and operational issues but has not been responsible for how much revenue is available or accruing.
- 4) The current Community Development Director, Don Anderson is retiring in July, 2008 and the timing is ripe to correct the issues listed under #1 & 2 above.
- 5) Unlike other cities, the Economic Development function was transferred to the City Manager's Office but the Agency was not, which limits the effectiveness of the overall Economic Development function.

The City Manager stated that he agrees that the reclassification process for this position and the process to fill it should be conducted consistent with what has been done historically in the City. If that means filling the reclassified position by conducting an open competitive examination, then he is agreeable to that.

Finance Director Espinoza explained the reason for the increase in the City Manager's budget is salary and benefits and operations and maintenance for an additional lobbyist, training and membership. There is no pay increase proposed for the Assistant to the City Manager/Economic Development Manager position.

Council/Agency Member Marsh expressed support of separating the two tasks and having the position in the City Manager's office.

Community Services Budget

Mayor/Chair Rice inquired about the \$20,000 budgeted for the Founder's Day Celebration and \$50,000 for the Tet Parade.

Mayor Pro Tem/Vice Chair Quach stated that unlike last year, the City has opted to run the Tet Parade next year. He plans to raise money himself, which he feels will be easier to raise, as it will be a City event.

Council/Agency Member Marsh commented The Founder's Day Celebration may not have the same level of expense as the Tet Parade at first, but over time, it may. He felt that staff had done a good job of estimating the expenses, realizing the difference in size and scope of the two events.

Public Works Budget

Council/Agency Member Marsh questioned Page 11 of the Operations & Maintenance Changes for Account No. 43070 – Utilities. He asked where the \$6,000 increase to the budget is being used, Sigler, Bolsa Chica, Gillespie Park or at the Sid Goldstein Freedom Park War Memorial? Public Works Manager Jeff Howell explained that the expense is from Sid Goldstein Freedom Park for the eternal flame. He offered to provide a breakdown of this expense.

Council/Agency Member Marsh requested that descriptions in future budgets provide a break down in order to clarify what the increase is attributable to.

2. MATTERS FROM COUNCIL/AGENCY MEMBERS

Mayor Rice spoke regarding a letter she received regarding mechanical parking solutions for an apartment complex on Edwards and asked Council if they would like staff to look into it. Mayor Pro Tem Quach said if it is private property, they can regulate as they want, as long as Planning staff is okay with it. Council Member Marsh stated he has no objection giving it to staff to look into it. Mayor Rice requested that the City Manager direct staff to look into it.

COUNCIL/AGENCY ADJOURNMENT: At 7:00 p.m.


Marian Contreras
City Clerk/Agency Secretary