MEMORANDUM

To: Honorable Mayor and Members of the City Council
From: Howard W. Brown, Jr., City Manager
CC: City Department Directors
Date: May 9, 2016
Re: Bi-Monthly Update and Report (Week Ending Saturday, April 30, 2016)

Administration

- I will be attending the California Contract Cities Conference on May 12 – May 15, 2016 in Palm Desert, California. There are four main functions of the California Contract Cities Association:
  - To educate our elected officials on relevant local government topics
  - Advocate on behalf of the City of Bell and her interests to other local legislators
  - Network with like-minded cities
  - Network with service providers eager to serve our cities and constituents

- I will be taking vacation time on May 26-27, 2016, attending my nephew’s high school graduation. During my absence, Derek Hull, Community Development Director will be Acting City Manager; Mr. Hull may be reached at: [Contact Information]

- The strategic plan will be drafted and provided to you, for your review and comment on May 11, 2016. We hope to receive all of your comments and revisions on or before May 20, 2016. Our intentions are to present the final strategic plan to you on May 25, 2016.

- The International Council of Shopping Centers (ICSC) Real Estate Convention (RECon) will take place on May 22 – 25, 2016. RECon is the global convention for the shopping center industry, providing networking and deal making opportunities for retail real estate professionals, city government, and developers. I am hopeful we will have a signed Exclusive Negotiating Agreement (ENA) executed by the City and the prospective developer prior to the ICSC convention. This will allow the contracted developer and me, an opportunity to represent the city at RECon.

- The main offices of City Hall will be closed in observance of Memorial Day on Monday, May 30, 2016. Essential services, such as Police and Public Works will continue operations.

- I have attached the budget calendar and would like to schedule supplemental budget meetings, if necessary. Please let me know if you are interested in adding budget meetings to the calendar.
Human Resources

- Defensive Driving Training took place on Tuesday, May 3, 2016. Nearly 200 participants, representing approximately 20 city governments across the Los Angeles Metropolitan area were in attendance. The event was well organized due to the planning of Human Resources. I was in attendance and was impressed with the professional execution of the event. Next year, we plan to make this training mandatory for all city employees.

- We are working on a comprehensive driver license policy which includes use, inspection, and conduct for employees who operate city vehicles. This policy is referred to as the Driver License Policy or the Vehicle Fleet Safety Policy.

Community Development Department

- The City Code Enforcement is using a citation processing system called Data Ticket. This allows the city to move into the digital age with issuing and managing citations issued to violators of Bell city codes. This program pursues violators who do not pay their citations by issuing delinquent payment notices to the property owner. In the event that a property owner does not pay the citation, the amount outstanding will be deducted from the property owner’s state income tax return.

Finance Department

- The interim audit has been completed; the auditors will return on September 19, 2016. According to Hector Vasquez, Acting Finance Director, there are a number of notes that were written in the audit referring to the Bell 8 Scandal, which will be removed and are no longer relevant or applicable.

Police Department

- Chief Dadisho is on medical leave. Captain Islas will be Acting Chief of Police until the return of Chief Dadisho. The Chief’s anticipated return is during the week of May 16, 2016.

Community Services Department

- May is “Older American” month. I have attached a listing of activities that will be held to commemorate and celebrate our seniors.

END OF MEMORANDUM
CITY OF BELL
FISCAL YEAR 2016-2017

BUDGET TEAM

Howard W. Brown, Jr. City Manager
Sergio Ibarra Human Resources/Risk Management Manager
Edmond Dadisho Chief of Police
Allan Perdomo Community Services Manager
Derek Hull Community Development Director
Hector Vazquez Acting Finance Director
David Bass Budget Consultant

BUDGET CALENDAR

DATE DESCRIPTION LOCATION
February 24 – Wednesday Mid-Year FY15-16 Budget Update. TBA

March 1 – Tuesday Submission of Preliminary FY16-17 Electronic Sub.
Revised to
April 14 – Thursday, 12:00 p.m Departmental Budgets.

March 8-9 – Tuesday, Wednesday Strategic Planning Retreat TBA

April 25 - 27 – Monday-Friday Executive Team Review TBA

May 2 – 6 – Monday-Friday One-on-One City Council Meetings TBA

BUDGETARY ADOPTION PROCESS

April 27 – Wednesday City Council Meeting Preliminary TBA
Budget, Past History, Current Status

May 17-18 –Tuesday & Wednesday Budget Committee Meetings TBA

June 8 – Wednesday Public Hearing TBA

June 22 – Wednesday Public Hearing TBA

June 29 – Wednesday Final Fiscal Year 2017 Budget Adoption TBA

Revised 5/9/2016 - HB
OLDER AMERICANS MONTH
ACTIVITIES - MAY 2016

LADIES TEA PARTY
Calling all ladies! Come in and share some tea with friends and enjoy delicious finger food!
Date: May 13th
Registration Deadline: May 6th
Time: 12:00 p.m.
Location: Bell Community Center
Fee: $10

SENIOR LUNCH
Join us as we end the celebration of Older American Month with a nice warm lunch.
Date: June 1st
Registration Deadline: May 25th
Time: 11:30 a.m.
Location: Bell Community Center
Fee: $5

SENIOR BREAKFAST
Let's start off Older American Month with a delicious breakfast!
Date: May 4th
Registration Deadline: April 27th
Time: 11:30 a.m.
Location: Bell Community Center
Fee: $5

SENIOR PROM
Miss the 80's? Our Seniors' 80's themed prom is a way for all of us to feel once again, forever young! Dress to impress!
Date: May 27th
Registration Deadline: May 20th
Time: 4:00 p.m.
Location: Bell Community Center
Fee: $5 (Includes Dinner)

HURRY, SPACES ARE LIMITED!

Mayor: Alicia Romero • Vice Mayor: Fidencio Joel Gallardo • Councilmembers: Ana Maria Quintana, All Solich, Nestor Enrique Valencia