

CITY OF COLTON
CITY COUNCIL/SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY
FOR THE CITY OF COLTON/COLTON UTILITY AUTHORITY/
COLTON PUBLIC FINANCING AUTHORITY AND
COLTON HOUSING AUTHORITY
SPECIAL MEETING/BUDGET WORKSHOP MINUTES

June 3, 2013

The Special Meeting/Budget Workshop of the Colton City Council was held on the above-given date and was called to order at 5:37 p.m., in the Council Chambers of City Hall, with Mayor Pro Tem David J. Toro presiding. Roll Call was announced by Chief Deputy City Clerk Sabdi Sanchez as follows:

CITY COUNCIL ROLL CALL

Council Members Present

Sarah S. Zamora, Mayor (arrived at 6:30 pm)
David J. Toro, Mayor Pro Tem
Frank A. Gonzales,
Frank J. Navarro
Susan M. Oliva
Isaac T. Suchil

Staff Present

Stephen Compton, Interim City Manager
Marco Martinez, City Attorney
Sabdi Sanchez, Chief Deputy City Clerk
Aurelio De La Torre, City Treasurer
Bonnie Johnson, Management Services Director
Amer Jakher, Public Works Director
Bill Smith, Community Services Director
David Kolk, Electric Utilities Director
Tim McHargue, Fire Chief
Steve Ward, Police Chief
Mark Tomich, Development Services Director
Adelfa Flores, Executive Assistant

Council Members/Staff Absent

Deirdre H. Bennett

INVOCATION

None

FLAG SALUTE

None

BUSINESS ITEMS

- (1) Budget FY 2013-2014 – Bonnie Johnson gave an overview of the Budget. Interim City Manager explained that the Special Budget Workshop Meetings are divided into different series in order to accommodate all departmental presentations.

The first to present during this meeting was Executive Assistant/Council Office Manager, Adelfa Flores. Ms. Flores provided an overview of the current Council budget. There was discussion and recommendations regarding various items which will be presented during the final budget process.

The second presentation was a PowerPoint provided by Management Services Director, Bonnie Johnson as follows:

MANAGEMENT SERVICES

- ❖ 6 Main Functions: Dept. Director and 26.5 staff
 1. Financial Services (accounting, budgeting, reporting)
 2. Customer Service (utility billing)
 3. Purchasing and Warehousing
 4. Human Resources
 5. Risk Management (liability and workers' compensation)
 6. Information Services (technology)

Management Services Request for Additional Staffing (in CM Recommended Alternative)

- ❖ Network Technician – Information Services
- ❖ Sr. Office Specialist – Human Resources
- ❖ Customer Service Rep II – Utility Billing

Management Services Current Projects

- ❖ Evaluate current phone system: expand/enhance or purchase new system
- ❖ Upgrade to Utility Billing software to streamline and enhance billing functions
- ❖ Exploring options for credit card transactions and related fees
- ❖ Refinements to new website as needed

GENERAL GOVERNMENT

City Council

- ❖ Assumes 2 part-time positions at 21 hours per week each

City Manager

- ❖ Increase of \$8,600 to Economic Development funding

City Attorney

- ❖ Projected decrease in excess fees related to matters of the former RDA

Ms. Johnson answered questions and there was discussion regarding various items which will be presented during the final budget process.

At 9:00 p.m., Mayor Zamora declared a brief recess and at 9:10 p.m., the Special Meeting reconvened with all members present as heretofore.

The final presentation was a PowerPoint provided by Public Works Director Amer Jakher as follows:

- Approve New Public Works Structure
- Approve Position Changes and New Positions
- Decrease Wastewater Budget by (\$450,000) From CIP (Agua Mansa Sewer Main Project)

- Increase Wastewater Capital Outlay by \$75,000 for Equipment Purchase
- Decrease Water Budget by \$115,000 (Do not record Depreciation)
- Authorize Public Works Director to Use City Vehicle
- Approve City Manager's Recommendations

Mr. Jakher provided information and answered Council questions regarding this budget, and there was discussion regarding positions and other items. Recommendations will be presented during the final budget process.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

At 10:23 p.m., Mayor Zamora adjourned the Special Meeting.

A handwritten signature in blue ink, appearing to read "Eileen Gomez", written over a horizontal line.

Eileen C. Gomez, CMC
City Clerk