



# **Los Alamitos City Council**

## **Finance Ad Hoc Committee**

### **Committee Report 2/2/09**

**Committee Members:**  
Mayor Pro-Tem Poe  
Councilmember Edgar

**Los Alamitos City Council – Finance Ad Hoc Committee  
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# Los Alamitos City Council – Finance Ad Hoc Committee



## Ad Hoc Committee Scope

1. **City Council Budget Review and Recommendations (added January 5, 2009)**
2. **City Council Travel Policy (added January 5, 2009)**

## Attachments / Working Papers

1. **City Council Budgets & Actuals (2006/07, 2007/08, 2008/09)**
2. **Los Alamitos Travel Policy (Marked Up with Recommendations (Attached))**

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## City Council - Budget Evaluation

1. Evaluated Budgets Over the Last 3 years.
2. Evaluated Current Actuals Incurred through January 2008
3. Recommendation:
  - Cut Current Council (2008/2009) Budget by 25.3%, Saving \$25,000
  - Permanently Reduce Council (2009/2010) Budget by 30%, Saving \$30,400

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# Los Alamitos City Council – Finance Ad Hoc Committee

## City Council Budget Evaluation

### Annualized Reduction Summary (\$30,000) Highlights:

1. Cut Council Pay by 11.1% (\$3,000)
2. Reduce Maintenance & Supplies (\$5,200)
3. Realize the Current Savings for Cell & Technology (\$9,730)
4. Modify Council Travel Policy (\$5,000)

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## City Council Budget Evaluation - Detail

### Los Alamitos City Council Budget Evaluation

As of January 27, 2009

	2007/2008		Current 2008/2009		Proposed 2009 / 2010		Rationale
	Budget	Actuals	Approved Budget	Proposed Budget	Reductions	Budget	
Salaries	\$27,000	\$14,000	\$27,000	\$25,750	\$3,000	\$24,000	
P/T Retirement	\$990	\$525	\$1,010	\$1,010	\$110	\$900	11.1% Stipend Reduction (Effective Feb 1)
Life Insurance	\$455	\$185	\$210	\$210	\$210	\$0	Assume 10% reduction effect
Medicare	\$350	\$201	\$390	\$390	\$0	\$390	Cancel policies
Maintenance & Operations (Supplies)	\$8,300	\$2,400	\$10,000	\$4,800	\$5,200	\$4,800	Cancel policies?
Postage	\$285	\$440	\$600	\$600	\$0	\$600	Utilize Current Actuals
Awards	\$3,900	\$2,500	\$0	\$2,500	(\$2,500)	\$2,500	Utilize Current Actuals
LATV	\$3,390	\$2,900	\$3,800	\$3,800	\$0	\$3,800	Employee Appreciation Back to City Hall
Cell	\$3,500	\$1,500	\$4,000	\$1,500	\$4,000	\$0	Maintain
Technology	\$5,565	\$2,900	\$5,730	\$3,000	\$5,730	\$0	Cancelled 1/5/09
Contractual Services	\$1,970	\$450	\$0	\$450	\$0	\$0	Cancelled 1/5/09
Travel	\$20,000	\$7,700	\$20,000	\$13,000	\$5,000	\$15,000	No Council Workshops
Commissioners Appreciation Dinner	\$8,000	\$2,650	\$9,000	\$2,650	\$6,000	\$3,000	Assumed 2 In-State Trips / Councilmember (\$1525/Trip)
Training	\$0	\$0	\$0	\$0	\$0	\$0	Maintain Commissioner Dinner
Dues & Subscriptions	\$19,595	\$4,200	\$19,500	\$15,966	\$3,634	\$15,866	No Action Required
	\$103,300	\$42,551	\$101,240	\$75,626	\$30,384	\$70,856	OC Health, OILDA

Budget Reduction	<b>\$25,614</b>
Percentage Reduction	<b>25.3%</b>

Budget Reduction	<b>\$30,384</b>
Percentage Reduction	<b>30.0%</b>

## Los Alamitos City Council – Finance Ad Hoc Committee Committee Report - 2/2/09

# Los Alamitos City Council – Finance Ad Hoc Committee



## City Council Travel Policy

1. **Began with Current Los Alamitos Council Travel Policy**
2. **Reviewed over 10 Orange County City Travel Policies**
3. **Reviewed Actuals for Current Year Travel**
4. **Recommendation:**
  - **Please Review Attached Marked-up Travel Policy**
  - **Consider Highlighted and Bolded Areas.**

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## Los Alamitos City Council – Finance Ad Hoc Committee



### City Council Travel Policy – Chg Summary

- Removal of B.5. – No Expenses while meeting Consultants, etc.**
- Chg to B.6 – Council Approval of City Paid Travel (in-State)**
- Add new C.1 – No out of state Travel**
- Chg to C.3 – Exclusion of Charitable Event Tickets**
- Chg to C.7. – No Paid Mileage to Boards with Stipends**
- Chg to C.9. – No City Paid Clothing**

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## **Los Alamitos City Council – Finance Ad Hoc Committee**



### **City Council Travel Policy – Chg Summary**

- Removal of E.3 – No Reimbursements for Lost Receipts**
- Chg in E.4. – Trips approved to a Budgeted Amount**
- Discuss E.5. – City Manager Recourse for Expense Concerns**

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