

CITY OF LOS ALAMITOS

Via videoconference

Participation via Phone: (301) 715-8592

Meeting ID: 871 1614 1874

AGENDA BUDGET STANDING COMMITTEE SPECIAL MEETING February 16, 2023 – 5:30 p.m.

SAFETY ALERT –NOTICE REGARDING COVID-19

Due to COVID-19, the City of Los Alamitos Budget Standing Committee Special Meeting on February 16, 2023, will be conducted by videoconference pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20. The public may access the meeting electronically or telephonically.

Pursuant to Executive Orders and given the current health concerns, members of the public can access meetings by using your phone to dial +1 (301) 715-8592 and enter the Meeting ID: 871 1614 1874. Your microphone will be disabled upon entry for the duration of the meeting. **Members of the public may not attend the meeting in person.**

The public can submit comments to cityclerk@cityoflosalamitos.org with the subject line "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment). Comments **received by 3:00 p.m., February 15, 2023**, will be compiled and provided to the Budget Standing Committee and made available to the public before the start of the meeting. Staff will not read email comments at the meeting but the official record will include all email comments received until the close of the meeting.

Members of the public wishing to verbally deliver comments via the telephone conference can submit their requests to cityclerk@cityoflosalamitos.org **until the start of the meeting**. The City Clerk will compile a list of speakers who have indicated a desire to speak. Before the close of the meeting, the City Clerk will announce each speaker, enable the speaker's microphone, and begin the three-minute timer. The speaker's microphone will automatically be disabled at the end of three minutes.

All speakers shall observe civility, decorum and good behavior. Any item submitted to the Budget Standing Committee during the meeting shall become public record and subject to applicable disclosure laws.

NOTICE TO THE PUBLIC

This Agenda contains a brief general description of each item to be considered. Except as provided by law, action or discussion shall not be taken on any item not appearing on the agenda. Supporting documents, including staff reports, are available for on the City's website at www.cityoflosalamitos.org once the agenda has been publicly posted.

Any written materials relating to an item on this agenda submitted after distribution of the agenda packet are available for public inspection on the City's website at www.cityoflosalamitos.org.

It is the intention of the City of Los Alamitos to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee, or a participant at this meeting, you will need special assistance beyond what is normally provided, please contact the City Clerk's Office at (562) 431-3538, extension 220, 48 hours prior to the meeting so that reasonable arrangements may be made.

1. CALL TO ORDER

2. ROLL CALL

Mayor Doby

Council Member Hasselbrink

3. CONSENT CALENDAR

A. Approval of Minutes

Approve the Minutes of the Special Meeting of October 19, 2022, Special Meeting of November 14, 2022, Special Meeting of December 14, 2022, and Special Meeting of January 17, 2023

4. DISCUSSION ITEMS

A. Review and discuss additional items.

Recommendation: Review and discuss additional discussion items.

5. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR

City Negotiator:

Chet Simmons, City Manager

Employee Organization:

Los Alamitos Police Officers Association

Authority:

Government Code Section 54957.6

B. CONFERENCE WITH LABOR NEGOTIATOR

City Negotiator:

Chet Simmons, City Manager

Employee Organization:

Teamsters Local 911

Authority:

Government Code Section 54957.6

C. CONFERENCE WITH LABOR NEGOTIATOR

City Negotiator:	Chet Simmons, City Manager
Unrepresented Employees:	Executive Management, Middle Management and Non-Management Employees
Authority:	Government Code Section 54957

6. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at Los Alamitos City Hall, 3191 Katella Ave. and available on the City's website, www.cityoflosalamitos.org, not less than 24 hours prior to the meeting.

Craig Koehler

Craig Koehler, Finance Director

MINUTES OF THE BUDGET STANDING COMMITTEE OF THE CITY OF LOS ALAMITOS

SPECIAL MEETING

Wednesday October 19, 2022 – 6:00 p.m.

1. CALL TO ORDER

The Budget Standing Committee met for a Special Meeting at 6:01 p.m., Wednesday, October 19, 2022, via video conference, Mayor Hasselbrink and Councilmember Chirco presiding.

2. ROLL CALL

Present: Committee Members: Mayor Hasselbrink
Councilmember Chirco

Absent: Committee Members: None

Present: Staff: Chet Simmons, City Manager
Craig Koehler, Finance Director

3. CONSENT CALENDAR

A. Approval of Minutes

Motion/Second: Hasselbrink/Chirco

Unanimously Carried: The Budget Standing Committee approved the Minutes of the Special Meeting on July 27, 2022, Special Meeting on August 15, 2022, Special Meeting September 13, 2022, and Special Meeting October 11, 2022.

4. DISCUSSION ITEMS

- A.** Review and discuss the Pension Unfunded Liability (UAL), consider possible early funding options, and draft funding policy.

The BSC reviewed a plan aimed at paying off the City's unfunded liability. The BSC recommended approval of the adoption of a funding plan to paydown the UAL utilizing Additional Discretionary Payments (ADP) based on a 12-year target to reach a 100% UAL funding goal. The BSC delivered the following plan for the UAL paydown structure:

- Starting with the 2022/2023 Budget cycle, The Los Alamitos City Council directs the City Manager to incorporate within the annual budget an Additional Discretionary Payment (ADP) of at least \$260,000 in order to address the City's current PERS Unfunded

Actuarial (UAL). The City Manager is further directed to include the same \$260,000 in subsequent budgets, with the goal of achieving a 100% funding within 12 years of adoption of this policy.

- Additionally, upon completion of the City's annual independent financial audit, should a surplus be identified and verified, at least 25% of the identified and verified surplus will be used to make an additional ADP payment. This payment is in addition to and does not supplant the already directed \$260,000 annual payment.
- Any change to or rescission of this policy would require an action approved by 4/5ths of the City Council during a public hearing and requiring a finding of extreme financial danger to the City's infrastructure or public safety.

B. Review and discuss additional items.

The City Manager discussed additional items with the BSC.

5. ADJOURNMENT

The meeting adjourned at 6:45 p.m.

Craig Koehler, Finance Director

MINUTES OF THE BUDGET STANDING COMMITTEE OF THE CITY OF LOS ALAMITOS

SPECIAL MEETING

Monday November 14, 2022 – 6:14 p.m.

1. CALL TO ORDER

The Budget Standing Committee met for a Special Meeting at 6:14 p.m., Monday, November 14, 2022, Mayor Hasselbrink and Councilmember Chirco presiding.

2. ROLL CALL

Present: Committee Members: Mayor Hasselbrink
Councilmember Chirco

Absent: Committee Members: None

Present: Staff: Chet Simmons, City Manager
Craig Koehler, Finance Director
Windy Quintanar, City Clerk, MMC

3. CONSENT CALENDAR

A. Findings Required by AB 361 For Continued Use of Teleconferencing for Meetings.

Motion/Second: Hasselbrink/Chirco

Unanimously Carried: The Budget Standing Committee made the findings required by AB 361 and approved the option to meet teleconferencing during the pandemic.

5. ADJOURNMENT

The meeting adjourned at 6:15 p.m.

Craig Koehler, Finance Director

MINUTES OF THE BUDGET STANDING COMMITTEE OF THE CITY OF LOS ALAMITOS

SPECIAL MEETING

Wednesday, December 14, 2022 – 9:58 a.m.

1. CALL TO ORDER

The Budget Standing Committee met for a Special Meeting at 9:58 a.m., Wednesday, December 14, 2022, via videoconference, Mayor Hasselbrink and Councilmember Chirco presiding.

2. ROLL CALL

Present: Committee Members: Mayor Hasselbrink
Councilmember Chirco

Absent: Committee Members: None

Present: Staff: Chet Simmons, City Manager
Craig Koehler, Finance Director

3. CONSENT CALENDAR

A. Findings Required by AB 361 For Continued Use of Teleconferencing for Meetings

Motion/Second: Chirco/Hasselbrink

Unanimously Carried: The Budget Standing Committee made the findings required by AB 361 and approved the option to meet teleconferencing during the pandemic.

5. ADJOURNMENT

The meeting adjourned at 9:59 a.m.

Craig Koehler, Finance Director

MINUTES OF THE BUDGET STANDING COMMITTEE OF THE CITY OF LOS ALAMITOS

SPECIAL MEETING

Tuesday, January 17, 2023 – 8:30 a.m.

1. CALL TO ORDER

The Budget Standing Committee met for a Special Meeting at 8:33 a.m., Tuesday, January 17, 2023, via videoconference, Mayor Doby and Councilmember Hasselbrink presiding.

2. ROLL CALL

Present: Committee Members: Mayor Doby
Councilmember Hasselbrink

Absent: Committee Members: None

Present: Staff: Chet Simmons, City Manager
Craig Koehler, Finance Director
Windy Quintanar, City Clerk

3. CONSENT CALENDAR

A. Findings Required by AB 361 For Continued Use of Teleconferencing for Meetings

Motion/Second: Doby/Hasselbrink

Unanimously Carried: The Budget Standing Committee made the findings required by AB 361 and approved the option to meet teleconferencing during the pandemic.

5. ADJOURNMENT

The meeting adjourned at 8:34 a.m.

Craig Koehler, Finance Director

City of Los Alamitos

BUDGET STANDING COMMITTEE

AGENDA REPORT

MEETING DATE: February 16, 2023 **ITEM NUMBER:** 4A

To: Budget Standing Committee Members

Presented By: Craig Koehler, Finance Director

Subject: Review and Discuss Additional Items

SUMMARY

This report provides the Budget Standing Committee with a discussion of additional items.

RECOMMENDATION

Review and discuss additional items.

BACKGROUND

Additional items have come up that warrant review with the Budget Standing Committee:

DISCUSSION

Items to be discussed at the February 16, 2023 meeting:

- Economic update
- Economic Development Program
- Finance Department
- Audit / ACFR
- OCTA audit – M-2 Local Fair Share funding compliance
- Willdan Cost Allocation and Cost Recovery (fees)
- Mid-year budget allocations
- Policy review
- Construction projects

Future Meetings

Staff will be scheduling additional meetings with the BSC throughout the calendar year to coordinate budget discussions and other items as needed or requested.

Submitted By: Craig Koehler, Finance Director

Approved By: Chet Simmons, City Manager