CITY OF LOS ALAMITOS
Council Chamber
3191 Katella Ave., Los Alamitos CA 90720

BUDGET STANDING COMMITTEE AGENDA
SPECIAL MEETING

Monday, October 6, 2025 – 4:30 PM

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 review at City Hall in the City Clerk's Office or on the City's website at www.cityoflosalamitos.org once the agenda has been publicly posted.

Each matter on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "for information" or "for discussion" may also be the subject of an "action" taken by the Budget Standing Committee at the same meeting.

Any written materials relating to an item on this agenda submitted to the Budget Standind Committee after distribution of the agenda packet are available for public inspection online 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 Shelley Hasselbrink
Mayor Pro Tem Tanya Doby

3. ORAL COMUNICATIONS

At this time, any individual in the audience may come forward to speak on any item within the subject matter jurisdiction of the Budget Standard Committee. Remarks are to be limited to not more than five minutes per speaker.

4. CONSENT CALENDAR

All Consent Calendar items may be acted upon by one motion unless a Committee Member requests separate action on a specific item.

A. Minutes of Special Meeting August 5, 2025 (Finance)

Minutes are recorded and represent the business conducted and items discussed at the Special Meeting of August 5, 2025.

Recommendation:

Approve the minutes of the Budget Standing Committee Special Meeting of August 5, 2025.

5. DISCUSSION ITEM

A. **Budget to Actual Comparison for Quarter 1 of Fiscal Year 2025-26 (Finance)**
Budget to Actual Comparison for Quarter 1 of Fiscal Year 2025-26.

Recommendation:

Review the Budget to Actual Comparison of Quarter 1 for Fiscal Year 2025-26.

B. **Request for Proposals (RFP) for Banking Services (Finance)**
Issuance of an RFP for Banking Services.

Recommendation:

Approve issuing a Request for Proposals (RFP) for Banking Services.

C. **Items for Future Consideration (Finance)**
Staff would like to discuss items for future consideration.

Recommendation:

Review and discuss items for future consideration.

6. CLOSED SESSION

A. **Conference With Labor Negotiator (Administration)**
City Negotiator: Chet Simmons, City Manager
Employee Organization: Executive Management, Non-Represented
Authority: Government Code Section 54957.6

B. **Conference With Labor Negotiator (Administration)**
City Negotiator: Chet Simmons, City Manager
Employee Organization: Teamsters Local 911
Authority: Government Code Section 54957.6

C. **Conference With Labor Negotiator (Administration)**
City Negotiator: Chet Simmons, City Manager
Employee Organization: Police Officers Association
Employees Authority: Government Code Section 54957.6

7. ITEMS FROM STAFF AND THE COMMITTEE

At this time, Committee Members and Staff may also report on items not specifically described on the Agenda that are of interest to the community, provided no action or discussion is taken except to provide Staff direction to report back or to place the item on a future Agenda.

8. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the Los Alamitos City Hall, 3191 Katella Ave. and online at www.cityoflosalamitos.org not less than 72 hours prior to the meeting.

Craig Koehler, Finance Director
Dated:10/2/25

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

SPECIAL MEETING

Tuesday, August 5, 2025 – 4:30 p.m.

1. CALL TO ORDER

The Budget Standing Committee met for a Special Meeting at 4:56 p.m., Tuesdya , August 5, 2025, with Mayor Hasselbrink and Mayor Pro Tem Doby presiding.

2. ROLL CALL

Present:	Committee Members:	Mayor Hasselbrink Mayor Pro Tem Doby
Absent:	Committee Members:	None
Present:	Staff:	Chet Simmons, City Manager Ron Noda, Assistant City Manager/Development Services Director Craig Koehler, Finance Director/City Treasurer Barbara Biscocho, Finance Manager

3. Oral Communications

None.

4. CONSENT CALENDAR

A. Approval of Minutes

Motion/Second: Hasselbrink/Doby
Unanimously Carried: The Budget Standing Committee approved the Minutes of the Special Meeting of July 7, 2025.

5. DISCUSSION ITEMS

A. Cost Recovery (User Fee) Study (Finance)

Tony Thrasher, Senior Project Manager with Willdan Financial Services, gave a presentation to the Committee members. Following the suggested changes, the Budget Standing Committee recommended that the Cost Recovery (User Fee) study be forwarded for approval at the September 15 Council meeting.

7. CLOSED SESSION

None.

8. ADJOURNMENT

The meeting was adjourned at 5:39 p.m.

____
Craig Koehler, Finance Director

City of Los Alamitos

BUDGET STANDING COMMITTEE AGENDA REPORT

MEETING DATE: October 6, 2025 **ITEM NUMBER: 5A**

To: **Budget Standing Committee Members**

Presented By: **Barbara Biscocho, Finance Manager**

Subject: **Budget to Actual Comparison for Quarter 1 of Fiscal Year 2025-26**

SUMMARY

Budget to Actual Comparison for Quarter 1 of Fiscal Year 2025-26.

RECOMMENDATION

Review the Budget to Actual Comparison of Quarter 1 for Fiscal Year 2025-26.

BACKGROUND

During the budget adoption, staff were asked to provide budget-to-actual comparisons throughout the fiscal year to keep the Budget Standing Committee and City Council informed of how expenses are tracking and allow for any needed adjustments to be made in a more timely manner.

DISCUSSION

The Budget Standing Committee will review the budget-to-actual comparison for Q1, Fiscal Year 2025-26. This represents a high-level comparison of budget-to-actual expenditures for the period July through September 2025. The reports are being presented at two levels: one as a summary, and one with additional detail. The reports provide information on how expenditures and revenues are tracking for the first three months of the fiscal year (July–September), or roughly a 25% benchmark.

It is important to note that during the first 60–90 days of the fiscal year, accruals and adjustments are made for the prior fiscal year for auditing purposes that may affect the current fiscal year. In addition, many major revenue categories are not linear and are based on when receipts are recorded or at defined times during the fiscal year, like property taxes, which typically are received in the latter half of the fiscal year.

Additional budget to actual updates are planned for the balance of the fiscal year: Quarter 2 (October–December) at Mid-Year, Quarter 3 (January–March) in April, and Quarter 4 (April-June) at the end of the Fiscal Year 2025-26 and in conjunction with the audit.

FISCAL IMPACT

None.

Attachment: 1. Budget to Actual Comparison - Quarter 1 of Fiscal Year 2025-26

BUDGET TO ACTUAL
Q1 FY25-26

	Expenditures				***Revenues***		
DEPT	**BUDGET**	**ACTUAL**	**%**	**CATEGORY**	**BUDGET**	**ACTUAL**	**%**
Council	38,421	3,951	10%	*Taxes*	19,207,350	554,284	3%
Administration	1,636,520	332,416	20%	*Lic & Permits*	3,926,783	717,806	18%
Finance	1,029,017	203,740	20%	*Intergovernmental*	214,000	49,104	23%
City Attorney	226,000	31,737	14%	*Recreation*	957,035	117,423	12%
Police	9,471,396	1,442,084	15%	*Investment Earnings*	680,000	-	0%
Development Svcs	7,436,585	822,602	11%	*Fines & Forfeitures*	1,606,000	157,290	10%
Recreation	4,335,589	523,007	12%				
Non-Dept	1,277,198	61,689	5%				
Total	**25,450,726**	**3,421,226**	**13%**	***Total***	**26,591,168**	**1,595,907**	**6%**
Total Adopted 25-26	25,450,726			*Total Adopted 25-26*	27,026,468		
Diff	-			*Diff*			

BUDGET TO ACTUAL
Q1 FY25-26

Expenditures

DEPT		BUDGET	ACTUAL	%
Council	*510*	38,421	3,951	10%
Administration	*511*	1,636,520	332,416	20%
Finance	*512*	1,029,017	203,740	20%
City Attorney	*513*	226,000	31,737	14%
PD Admin	*521*	1,545,545	186,843	12%
PD Patrol	*522*	4,317,738	666,617	15%
PD Investigation	*523*	865,358	117,345	14%
PD Records	*524*	365,710	60,188	16%
PD Comm Tech	*525*	952,028	275,207	29%
PD Comm Outreach	*526*	65,662	13,671	21%
PD Youth Prog	*527*	212,852	16,857	8%
PD Traffic	*528*	776,570	62,167	8%
PD Emer Svcs	*529*	117,223	1,345	1%
PD K-9	*530*	252,710	41,844	17%
Comm Dev Admin	*531*	1,657,639	231,816	14%
Planning	*532*	237,480	38,743	16%
Neighborhood Pres	*533*	494,838	71,610	14%
Building Inspect	*534*	384,000	36,534	10%
NPDES	*537*	145,000	247	0%
Street Maint	*542*	2,106,113	265,504	13%
Park Maint	*543*	312,880	44,402	14%
Building Maint	*544*	838,843	98,501	12%
Street Sweep	*545*	824,792	30,840	4%
City Engineer	*548*	435,000	4,405	1%
Recreation Admin	*551*	2,072,579	300,860	15%
Aquatics	*552*	206,128	21,843	11%
Comm Svcs	*553*	100,267	15,551	16%
Day Camp	*554*	234,114	99,466	42%
Playgrounds	*555*	33,012	15,531	47%
Sports	*556*	553,982	18,940	3%
Special Classes	*557*	456,217	50,816	11%
Special Events	*558*	679,290	76,028	11%
Non-Dept	*560*	1,277,198	61,689.0	5%
Total		**25,450,726**	**3,497,254**	**14%**
Total Adopted 25-26		25,450,726		
Diff				

Revenues

CATEGORY	BUDGET	ACTUAL	%
Property Taxes	5,855,905	103,568	2%
Sales Tax	9,828,445	-	0%
Utility Users Tax	2,900,000	450,715	16%
TOT	623,000	-	0%
Lic & Permits	3,926,783	717,806	18%
Intergovernmental	214,000	49,104	23%
Chgs for Svcs	1,144,335	140,688	12%
Fines & Forfeitures	1,606,000	157,290	10%
Investments	680,000	-	0%
Misc	248,000	55,955	23%
Total	**27,026,468**	**1,675,126**	**6%**
Total Adopted 25-26	27,026,468		
Diff	-		

\\losal-data3\Redirected\ckoehler\Desktop\Budget to Actual Q1 25-26.xlsx

City of Los Alamitos

BUDGET STANDING COMMITTEE AGENDA REPORT

MEETING DATE: October 6, 2025 **ITEM NUMBER: 5B**

To: **Budget Standing Committee Members**

Presented By: **Barbara Biscocho, Finance Manager**

Subject: **Request for Proposals (RFP) for Banking Services**

SUMMARY

Issuance of an RFP for Banking Services.

RECOMMENDATION

Approve issuing a Request for Proposals (RFP) for Banking Services.

BACKGROUND

The City's current banking relationship has been with U.S. Bank for the past 17 years. Finance would like to explore other financial institutions in light of needed modernization, which U.S. Bank does not offer, such as using ACH functionality to replace check issuance.

DISCUSSION

The City has been approached by other financial institutions interested in serving the commercial banking needs of the City. Finance is seeking to modernize its banking services and desires to undertake research to determine what other financial institutions offer that may be more advantageous in serving the commercial banking needs of the City. Some of the reasons for pursuing change include:

- Seeking more robust ACH functionality and capabilities with reduced / no fees. Our current bank does not allow for this without large fees/costs associated with it.
- The online banking interface is difficult to read and navigate on the U.S. Bank platform.
- Positive Pay – has encountered some issues.
- Customer Support is very sporadic and unhelpful at times. Much time and effort have to be invested before a response can be received.
- Earnings Credit Rate (ECR) rates should be more favorable. The current rate is .75, and should be more in line with a range of 1.0 to 1.25.
- The City was required to change from its Safekeeping investment platform to a Custody Account and carry a minimum of $2M at a lower interest rate than CAMP or LAIF to avoid a minimum annual fee of $15K. The former investment platform did not have any minimum balance requirements, and annual fees associated with the investments were minimal.
- Reporting on investments provided by U.S. Bank is difficult to decipher and utilize.
- Finance is trying to minimize costs with a good user interface and have the capacity to move away from check printing. Check printing is time-consuming and costly, and ACH

functions should be part of the package to be negotiated.

Finance would like to issue an RFP for banking services in early 2026 to allow adequate time for responses and analysis. This would also allow the City's current banking relationship to respond and possibly sharpen its pencil in terms of fees and other functionality. A potential change in banks, if warranted, would occur in July 2026, following the end of FY25-26.

FISCAL IMPACT

No fiscal impact for issuing an RFP. Costs would be compared and presented with the results before any changes to the current banking relationship.

Attachment: None

City of Los Alamitos

BUDGET STANDING COMMITTEE AGENDA REPORT

MEETING DATE: October 6, 2025 **ITEM NUMBER: 5C**

To: **Budget Standing Committee Members**

Presented By: **Craig Koehler, Director of Finance**

Subject: **Items for Future Consideration**

SUMMARY

Staff would like to discuss items for future consideration.

RECOMMENDATION

Review and discuss items for future consideration.

BACKGROUND

Staff would like the Budget Standing Committee to review and discuss items for future consideration.

DISCUSSION

Review and discuss items for future consideration.

FISCAL IMPACT

None.

Attachment: None

City of Los Alamitos
BUDGET STANDING COMMITTEE AGENDA REPORT

MEETING DATE: October 6, 2025 **ITEM NUMBER: 6A**

To: **Budget Standing Committee Members**

Presented By: **Chet Simmons, City Manager**

Subject: **Conference With Labor Negotiator**

SUMMARY

City Negotiator: Chet Simmons, City Manager
Employee Organization: Executive Management, Non-Represented
Authority: Government Code Section 54957.6

RECOMMENDATION

BACKGROUND

DISCUSSION

FISCAL IMPACT

Attachment: None

City of Los Alamitos

BUDGET STANDING COMMITTEE AGENDA REPORT

MEETING DATE: October 6, 2025 **ITEM NUMBER: 6B**

To: **Budget Standing Committee Members**

Presented By: **Chet Simmons, City Manager**

Subject: **Conference With Labor Negotiator**

SUMMARY

City Negotiator: Chet Simmons, City Manager
Employee Organization: Teamsters Local 911
Authority: Government Code Section 54957.6

RECOMMENDATION

BACKGROUND

DISCUSSION

FISCAL IMPACT

Attachment: None

City of Los Alamitos

BUDGET STANDING COMMITTEE AGENDA REPORT

MEETING DATE: October 6, 2025 **ITEM NUMBER: 6C**

To: **Budget Standing Committee Members**

Presented By: **Chet Simmons, City Manager**

Subject: **Conference With Labor Negotiator**

SUMMARY

City Negotiator: Chet Simmons, City Manager
Employee Organization: Police Officers Association
Employees Authority: Government Code Section 54957.6

RECOMMENDATION

BACKGROUND

DISCUSSION

FISCAL IMPACT

Attachment: None