



## SOUTH GATE CITY COUNCIL SPECIAL MEETING AGENDA

Tuesday, May 29, 2018 at 6:30 p.m.

### I. Call To Order/Roll Call

<b>CALL TO ORDER</b>	Maria Belen Bernal, Mayor
<b>ROLL CALL</b>	Carmen Avalos, City Clerk

### II. City Officials

<b>MAYOR</b> Maria Belen Bernal	<b>CITY CLERK</b> Carmen Avalos
<b>VICE MAYOR</b> Jorge Morales	<b>CITY TREASURER</b> Gregory Martinez
<b>COUNCIL MEMBERS</b> Denise Diaz Maria Davila Al Rios	<b>CITY MANAGER</b> Michael Flad  <b>CITY ATTORNEY</b> Raul F. Salinas

### III. Meeting Compensation Disclosure

Pursuant to Government Code Section 54952.3: Disclosure of compensation for meeting attendance by City Council Members is \$650 monthly regardless of the amount of meetings.

### IV. Public Hearings

**1. Presentation On Proposed Fiscal Year 2018/19 Municipal Budget From The City Clerk; Administrative Services; City Manager; Continue Public Hearing**

The City Council will consider: (ADMIN SVCS)

- a. Hearing a presentation on the proposed Fiscal Year 2018/19 Municipal Budget; and
- b. Hearing presentations from the Director of Administrative Services, the City Clerk, and the City Manager on their proposed Fiscal Year 2018/19 departmental budgets; and
- c. Opening the Continued Public Hearing, take public testimony, and continue the Public Hearing to the next meeting.

Documents:

[ITEM 1 REPORT 052918.PDF](#)

## **V. Reports, Recommendations And Requests**

### **2. Discussion And Input On Strategic Planning And Goal Setting**

The City Council will consider discussing and providing input on the following strategic planning topics: (ADMIN)

- a. City Council expectations of staff;
- b. How the City Council works together; and
- c. City Council goals for Fiscal Year 2018/19.

Documents:

[ITEM 2 REPORT 052918.PDF](#)

## **VI. Special Meeting Adjournment**

I, Carmen Avalos, City Clerk, certify that a true and correct copy of the foregoing Meeting Agenda was posted on May 24, 2018 at 5:40 p.m., as required by law.

Carmen Avalos,  
City Clerk

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office

8650 California Avenue, South Gate, California 90280  
(323) 563-9510 \* fax (323) 563-5411 \* [www.cityofsouthgate.org](http://www.cityofsouthgate.org)

In compliance with the American with Disabilities Act, if you need special assistance to participate in the City Council Meetings, please contact the Office of the City Clerk.

Notification 48 hours prior to the City Council Meeting will enable the City to make reasonable arrangements to assure accessibility.



City of South Gate  
CITY COUNCIL

AGENDA BILL

For the Special Meeting of: May 29, 2018  
Originating Department: Administrative Services

Department Director: Jackie Acosta City Manager: Michael Flad  
*Jackie Acosta* *Michael Flad*

**SUBJECT:** FY 2018/19 MUNICIPAL BUDGET

**PURPOSE:** To receive a presentation on the proposed Fiscal Year 2018/19 Municipal Budget, hear presentations from Department Directors and hold a public hearing.

**RECOMMENDED ACTIONS:** The City Council will:

- a. Hear a presentation on the proposed Fiscal Year 2018/19 Municipal Budget; and
- b. Hear presentations from the Director of Administrative Services, the City Clerk, and the City Manager on their proposed Fiscal Year 2018/19 departmental budgets; and
- c. Open the Continued Public Hearing, take public testimony, and continue the Public Hearing to the next meeting.

**FISCAL IMPACT:** None

**ALIGNMENT WITH COUNCIL GOALS:** This item will further staff's ability to accomplish Work Program Item #40 which is to adopt a responsible and on-time Fiscal Year 2018/19 Municipal Budget.

**ANALYSIS:** The City is required to annually adopt a budget which sets forth the goals, objectives and work program for the City and authorizes a spending plan necessary to accomplish said goals, objectives and work program. The steps of the budget process necessary to culminate in the adoption of the Fiscal Year 2018/19 Municipal Budget include:

May 4, 2018	Budget kick-off meeting with accomplishments from FY 2017/18.
May 8, 2018	Departmental presentations, budget discussions and Public Hearing.
May 15, 2018	Departmental presentations, budget overview, review of Capital Improvement Program (CIP), Economic Development update, discussion of strategic planning and goal setting, and continued Public Hearing.
May 22, 2018	Budget discussions and departmental presentations postponed to May 29, 2018.
May 29, 2018	Continued budget overview, departmental presentations and discussions on various budget issues: CalPERS unfunded liabilities, OPEB and other unfunded liabilities and continued Public Hearing.
June 12, 2018	Continued Public Hearing and budget adoption.

**BACKGROUND:** This item was continued from the Regular City Council Meeting of May 22, 2018. The proposed Fiscal Year 2018/19 Municipal Budget is complete and was distributed to the City Council on May 15<sup>th</sup>. The proposed budget sets forth the funding necessary to implement the goals, objectives and work program for the City for Fiscal Year 2018/19, as well as to continue the trend started in Fiscal Year 2015/16 which is to continually increase funding of the City's reserves.

During the meeting, the City Council will hear a budget presentation from the Director of Administrative Services and have continued discussions regarding the budget. The Director of Administrative Services will also present information about the annual carryover process. The City Council will then hear departmental budget presentations from the Director of Administrative Services, the City Clerk and the City Manager. Additionally, the City Council will hear presentations from staff on various topics of interest and concerns such as CalPERS and OPEB unfunded liabilities and important financial policies. Finally, the City Council will hold the Continued Public Hearing, then continue the Public Hearing to the next City Council meeting, and provide direction to staff as deemed appropriate.

At the June 12, 2018 meeting, the City Council will continue budget discussions, as necessary, hold the Continued Public Hearing, close the Public Hearing, and consider adopting the Fiscal Year 2018/19 Municipal Budget.

In order to be transparent and provide the public with the opportunity to review and comment on the proposed budget, the City Council and staff have been distributing flyers inviting participation in the budget process. Additionally, the Fiscal Year 2018/19 proposed budget and copies of the departmental budget PowerPoint presentations will be available on the City's website under the "Budgets & Financial Transparency" link on the "Government" page as soon as they become available. The link is: <http://cityofsouthgate.org/153/Budgets-Financial-Transparency>

**ATTACHMENTS:** None

**City of South Gate**  
CITY COUNCIL

AGENDA BILL

For the Special Meeting of: May 29, 2018

Originating Department: Administration

City Manager: Michael Flad <sup>(AE)</sup>  
Michael Flad

City Manager: Michael Flad <sup>(AE)</sup>  
Michael Flad

**SUBJECT: STRATEGIC PLANNING TOPICS AND GOAL SETTING**

**PURPOSE:** To allow the City Council an opportunity to discuss a strategic planning agenda for the upcoming fiscal year. In doing so, staff is presenting and seeking input on several draft documents for the City Council to consider. After input is received, staff will finalize and present the documents at a future City Council meeting for formal approval.

**RECOMMENDED ACTIONS:** The City Council will discuss and provide input on the following strategic planning topics:

- a. City Council expectations of staff;
- b. How the City Council works together; and
- c. City Council goals for Fiscal Year 2018/19.

**FISCAL IMPACT:** None.

**ANALYSIS:** It is important for the City Council to discuss and provide direction on the strategic planning topics. Staff will use the City Council’s input to set priorities for the upcoming fiscal year.

**BACKGROUND:** This item was continued from the Special City Council Meeting of May 4, 2018, and the Special City Council Meeting of May 15, 2018.

**City Council Expectations of Staff & How the City Council Works Together**

At the City Council meeting of May 16, 2017, the City Council discussed and provided input on two documents: Our Expectations of Staff and How We Work Together. The documents were meant to provide guidelines and direction to both the City Council and staff on what is expected for meeting the needs of the community and organization. It is staff’s intention to reintroduce these two documents for the City Council to consider. The only changes to the documents were the titles of each.

### **City Council Goals**

Each year, the City Council adopts goals for the upcoming fiscal year. At the City Council meeting of May 16, 2017, the City Council adopted its goals for Fiscal Year 2017/18, which included:

1. Improve communications and civic engagement.
2. Continue refining the five-year budget forecast and adopting a responsible budget.
3. Encourage economic development and workforce development.
4. Continue creating and protecting strong and sustainable neighborhoods.
5. Continue infrastructure improvements.
6. Maintain community-based police services.

Staff is not recommending any changes to the above goals for the upcoming fiscal year. Should the City Council make any modifications to the above goals, staff will adjust the City's Work Program and will implement those changes in the proposed Fiscal Year 2018/19 Municipal Budget. As the Municipal Budget and Work Program are living documents so too are goals set by the City Council. Staff can adjust and make changes to priorities at any time during the upcoming fiscal year, should the City Council want to revisit these goals at a later date.

Staff is also presenting an emphasis on specific projects for each of the goals indicated above. Those projects listed are meant to provide staff with clear direction on which projects should receive the highest priorities for next fiscal year. In doing so, staff believes this will help the City Council in accomplishing its goals for Fiscal Year 2018/19.

**ATTACHMENT:** None