

**MINUTES OF THE ADJOURNED REGULAR MEETING OF THE CITY
COUNCIL AND COMMUNITY DEVELOPMENT COMMISSION
OF NATIONAL CITY, CALIFORNIA**

August 10, 2010

The Adjourned Regular Meeting of the City Council and Community Development Commission of National City was called to order at 6:05 p.m. by Mayor / Chairman Ron Morrison.

ROLL CALL

Council / Commission members present: Morrison, Sotelo-Solis, Van Deventer.

Council / Commission member absent: Zarate.

Administrative Officials present: Babaki, Dalla, Deese, Duong, Hodges, Ladrido, Parra, Rodriguez, Silva, Smith, Stevenson, Zapata.

Others present: City Treasurer Mitch Beauchamp and Student Representatives Fred Wells and Samantha Galicia.

PLEDGE OF ALLEGIANCE TO THE FLAG BY MAYOR RON MORRISON

PRESENTATIONS

City Manager Chris Zapata gave a background presentation on the City's financial condition; steps taken to address the ongoing structural deficits and the resulting impacts on the city's general fund, sales tax revenue, contingency reserve and future financial condition. **NOTE:** All PowerPoint Presentations made during the meeting are attached as Exhibit 'A'

1. LIBRARY SERVICES REDUCTION OPTIONS

City Librarian Minh Duong gave a presentation on the Library's funding, staffing and service history and presented five options for service reductions in light of current budget constraints.

Board & Commission Comment: Brian Clapper, Library Board Chairman, urged the City Council to keep the library open as much as possible but would support a six day schedule if necessary.

Public Comment: Chuck Howery, former Library Board Member, said it was important to keep the library open for students 8 hours per day.

PRESENTATIONS (cont.)

1. **LIBRARY SERVICES REDUCTION OPTIONS** (continued).

Public Comment: Harold Aranda, Board Member, expressed concerns about the current use and operation of the library and said it does not need to be open on Sundays.

Mona Rios, National City, expressed concern about the WINGS program working out of the National School District, said the people need use of the computers, the city deserves the library and is should not close more than one day per week.

Anne Campbell, former City Librarian, said the library is needed and supported by the community and the Council should very carefully consider the history of support, the need and promise of the library and not cut it.

Karla Montserrat, National City, expressed disappointment about cutting the library.

An un-named Spanish speaking individual spoke in support of keeping the library open and presented the Mayor with a scroll signed my supporters of the library.

Paula Aleman, National City, told the City Council that many students will be hurt if the library is closed and said it should be open at least six days a week.

Darryl Gorham, National City, provided a list of ideas to raise revenue.

Student Representative Fred Wells said the best option would to be for the library to be closed only one day.

Library Service Reduction Options

RECOMMENDATION: Staff recommended either the 6-day option or the 5-day option (projected annual savings \$140,000 for 6-day).

ACTION: Motion by Van Deventer, seconded by Morrison, to approve the 6-day Library Option. Carried by the following vote, to-wit: Ayes: Morrison, Sotelo-Solis, Van Deventer. Nays: None. Absent: Zarate. Abstain: None.

PRESENTATIONS (cont.)

2. **COMMUNITY SERVICES REDUCTION OPTIONS**

Community Services Director Brenda Hodges gave an overview of the Community Services Department programs, services and staffing and reviewed specific service reduction options for Neighborhood Councils, Recreation Centers, Kimball Senior Center and the Municipal Pool.

Board & Commission Comment: James Grier, PRAB Chairman, spoke in support of staff recommendation on the Recreation Center and Neighborhood Council and supports closing the pool during the winter.

Tony Garcia, PRAB member, said the City is being a good steward of funds but should consider the impacts of service reductions on the public and make more of an effort to use volunteers to maintain programs.

Public Comment: Alfonso Hernandez expressed concerns about the money being given to the Boys & Girls Club and how it is being used.

Neighborhood Councils

RECOMMENDATION: None.

ACTION: Motion by Van Deventer, seconded by Sotelo-Solis, to approve Option 'B' – (maintain current program funded by General Fund, eliminating one full-time position) and have a mid-year review. Carried by the following vote, to-wit: Ayes: Morrison, Sotelo-Solis, Van Deventer. Nays: None. Absent: Zarate. Abstain: None.

Recreation Centers

RECOMMENDATION: Staff recommended Option 'B' - Close one hour earlier each day (projected annual savings \$20,756)

ACTION: Motion by Sotelo-Solis, seconded by Van Deventer, to approve Option 'B' – close one hour earlier each day. Carried by the following vote, to-wit: Ayes: Morrison, Sotelo-Solis, Van Deventer. Nays: None. Absent: Zarate. Abstain: None.

PRESENTATIONS (cont.)

2. **COMMUNITY SERVICES REDUCTION OPTIONS (continued).**

Senior Centers

RECOMMENDATION: Staff recommended Option 'A' – Close Kimball Senior Center on Fridays and stop staffing external events (projected annual savings \$7,110)

ACTION: Motion by Van Deventer, seconded by Sotelo-Solis, to approve Option 'A' – close KSC on Fridays; stop staffing external events. Carried by the following vote, to-wit: Ayes: Morrison, Sotelo-Solis, Van Deventer. Nays: None. Absent: Zarate. Abstain: None.

Municipal Pool

RECOMMENDATION: Staff recommended Option 'A' – Close pool Sundays year-round (projected annual savings \$10,000).

ACTION: Motion by Van Deventer, seconded by Sotelo-Solis, to approve Option 'A' – close pool on Sundays year-round. Carried by the following vote, to-wit: Ayes: Morrison, Sotelo-Solis, Van Deventer. Nays: None. Absent: Zarate. Abstain: None.

3. **CITY COUNCIL COMMENTS**

Member Sotelo-Solis thanked staff for their work and the community for their participation.

Member Van Deventer said the actions taken were a first step in a long process, that the future doesn't look bright and that everyone can help the City by buying local to help the tax base.

Mayor Morrison said it is important to look at finding new revenue sources because businesses pay the bills and we need new businesses. The Mayor requested staff come back at next meeting with options for addressing problems with the recently approved sign ordinance. There was no vote.

ADJOURNMENT


Motion by Sotelo-Solis, seconded by Van Deventer, to adjourn the meeting to the next Regular City Council and Community Development Commission Meeting to be held Tuesday, August 17, 2010 at 6:00 p.m. at the Council Chambers, National City, California. Carried by unanimous vote.

The meeting closed at 8:33 p.m.



City Clerk / Recording Secretary

The foregoing minutes were approved at the Regular Meeting of August 17, 2010.



Mayor / CDC Chairman

Potential Service Reductions



Adjourned City Council Meeting
August 10, 2010

Community Outreach Efforts

- Boards and Commissions
 - Chairperson presentation by City Manager
- 56 different TV and newspaper media outlets received press release
- NC Website homepage
- National School District and Sweetwater High School
- Neighborhood Councils

Community Outreach Efforts

- National City Public Library
- El Toyon, Kimball, Camacho, and Casa de Salud Recreation Centers
- Kimball Senior Center
- Senior Nutrition Center
- Las Palmas Municipal Pool
- Kimball, Morgan, and Telacu senior housing facilities

Community Outreach Efforts

- City and Chamber e-mail notification
- City Hall, PD, and MLK, Jr. Community Center
- Family Resource Center
- Christmas in July
- Lions Club
- Rotary Club

Background

- 2005 - City Council Priority – Fiscal Sustainability
- 2005 – Position Review Committee & Purchasing Review Committee
- 2006 – Reorganization

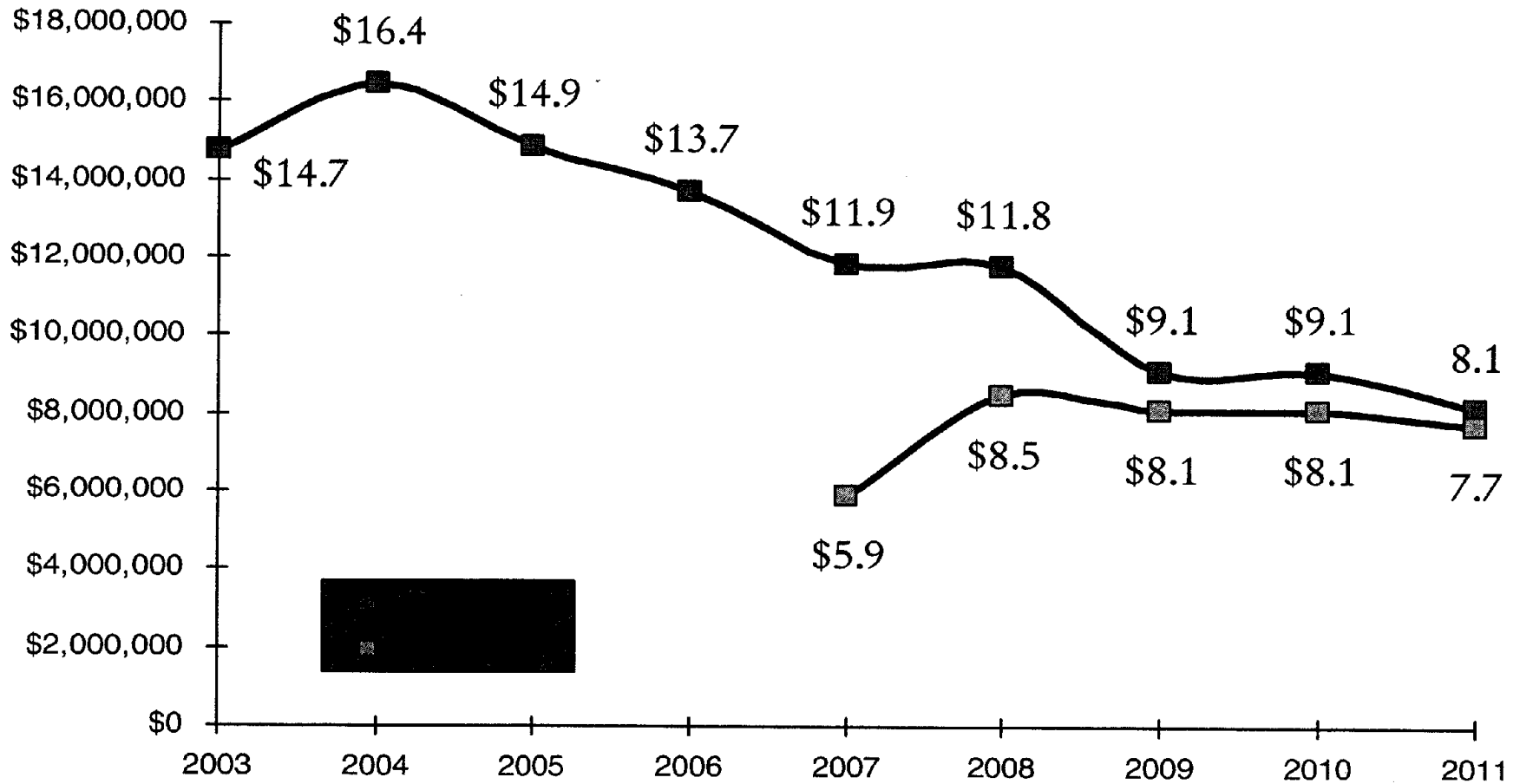
Background

- 2007 – CDC merged with City
- 2008 – Collapse Departments, Exec/Mgmt Staff reductions
- 2009 – Organization Contributions
- 2010 – Voluntary Employee Reduction

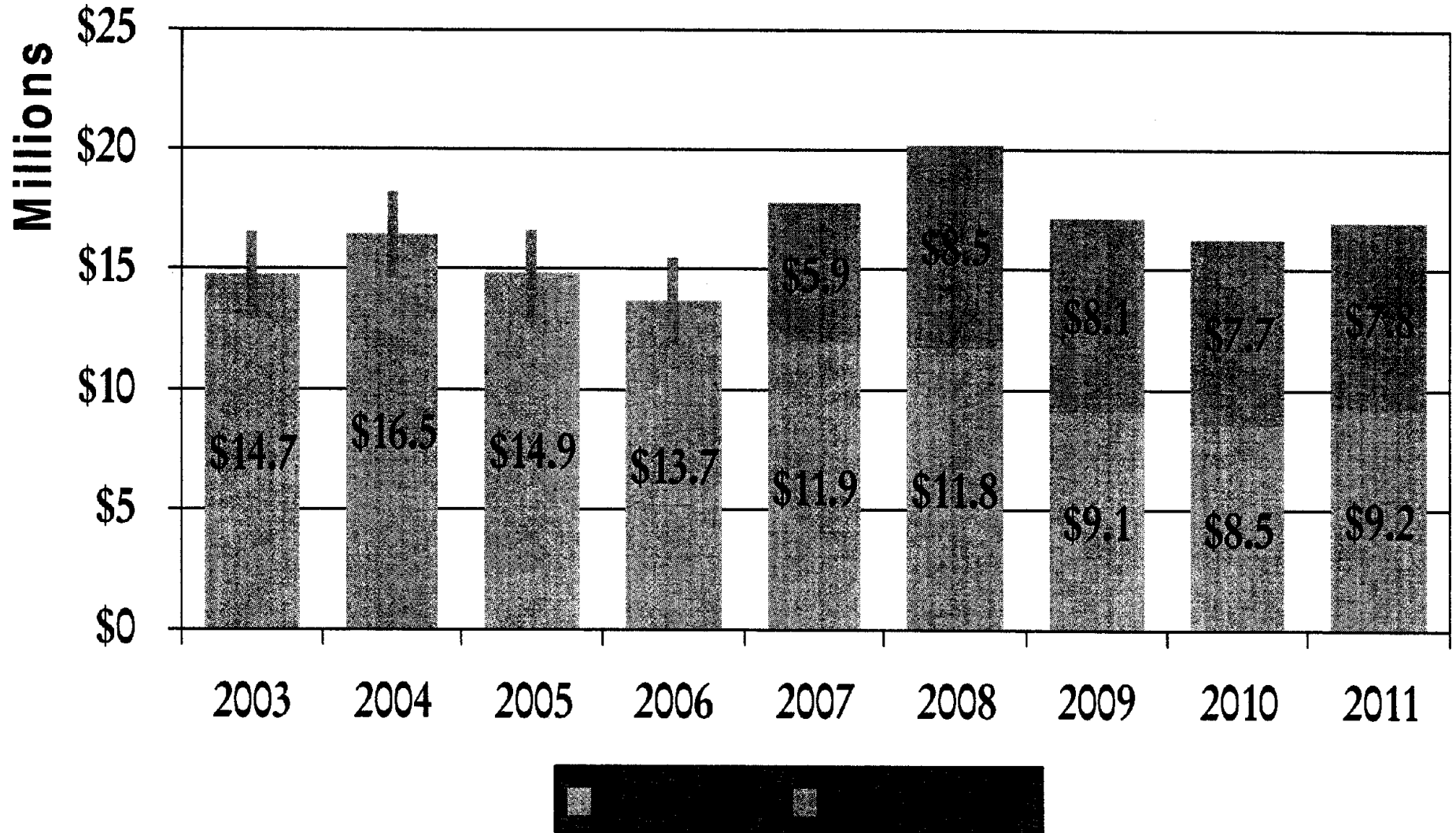
Background

- City Council goal: Fiscal Sustainability
 - By law a balance budget is adopted every year
 - Clean audits
- Worst economy since the Great Depression
- Bradley Burns Sales Tax declining; District Tax Steady
- Adoption of 2010-11 Budget assumes reduced service levels \$400,000 for Library and Community Services
- Council directed staff to return with proposals with Board & Commission's input

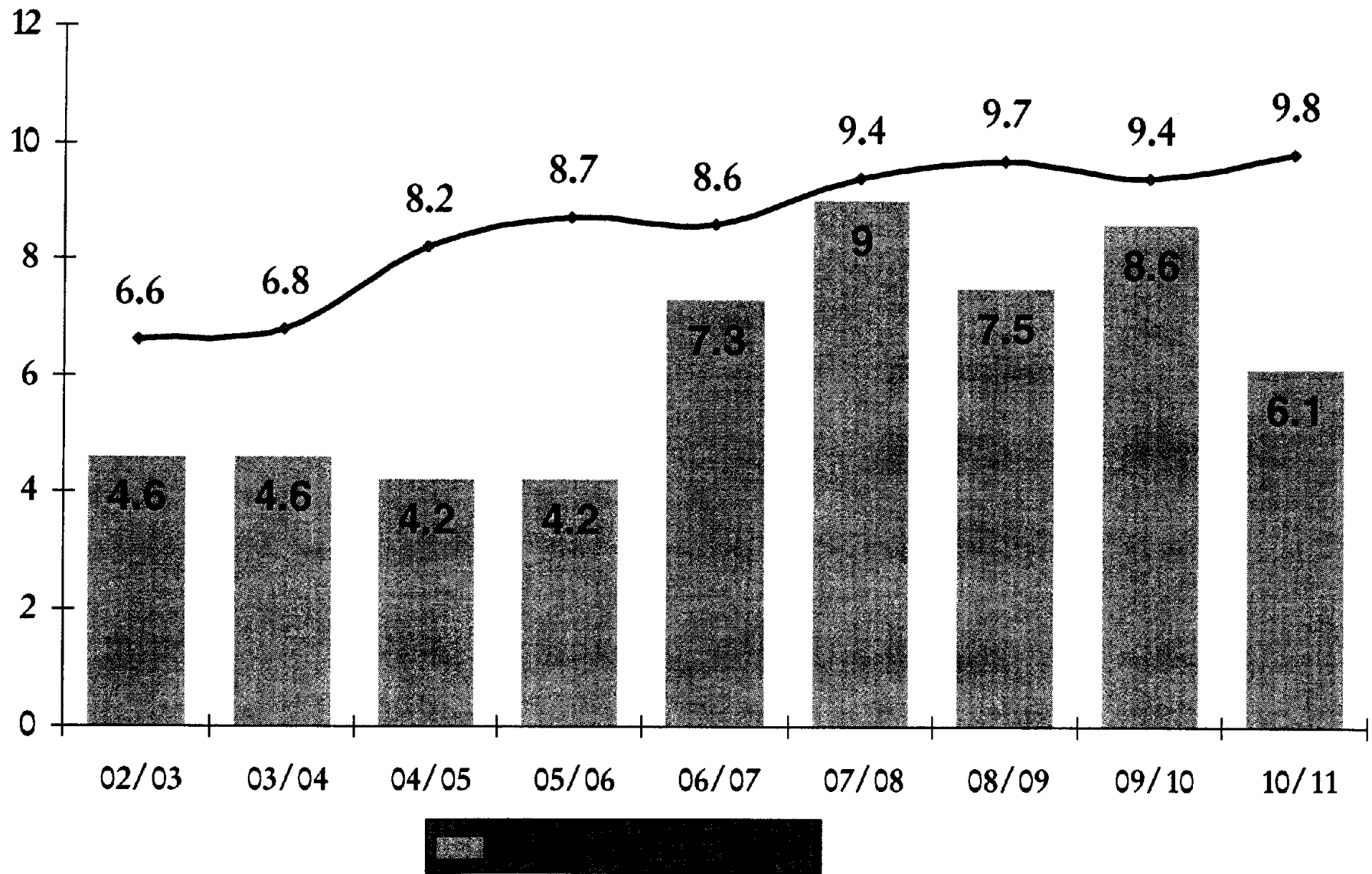
General Fund - Sales Tax Revenue



Sales Tax and District Tax Combined Revenue



History of Contingency Reserve



National City Public Library

Library Services Reduction Options

Background

- \$19M technology advanced facility funded by Public Library Construction and Renovation Bond (Proposition 14)
- Funding sources: General Fund and various Federal, State and Local grants
- 5-Member Board of Trustees
- Partners: NSD, First 5 Commission, Southwestern College, San Diego Council on Literacy, Friends, various community agencies
- WINGS program will not be impacted by service reductions

Background

➤ Old Library

2004

- Hours of operation: 6 days/56 hrs
- Staffing: 9 FT, 34 PT
- Utilities Costs: \$50,000/year

➤ New Library

* August 2005

- Hours of operation: 6 days/56hrs
- Staffing: 9 FT, 45 PT

* February 2006

- Hours of operation: 4 days/40hrs
- Staffing: 9 FT, 37 PT

➤ New Library

Prop D: 1% sales tax

* July 2006

- Hours of operation: 6 days/56hrs
- Staffing: 9 FT, 45 PT

- August 2008 (Council directed)
- Hours of operation: 7 days/60hrs
- Staffing: 9 FT, 45 PT

Library Today

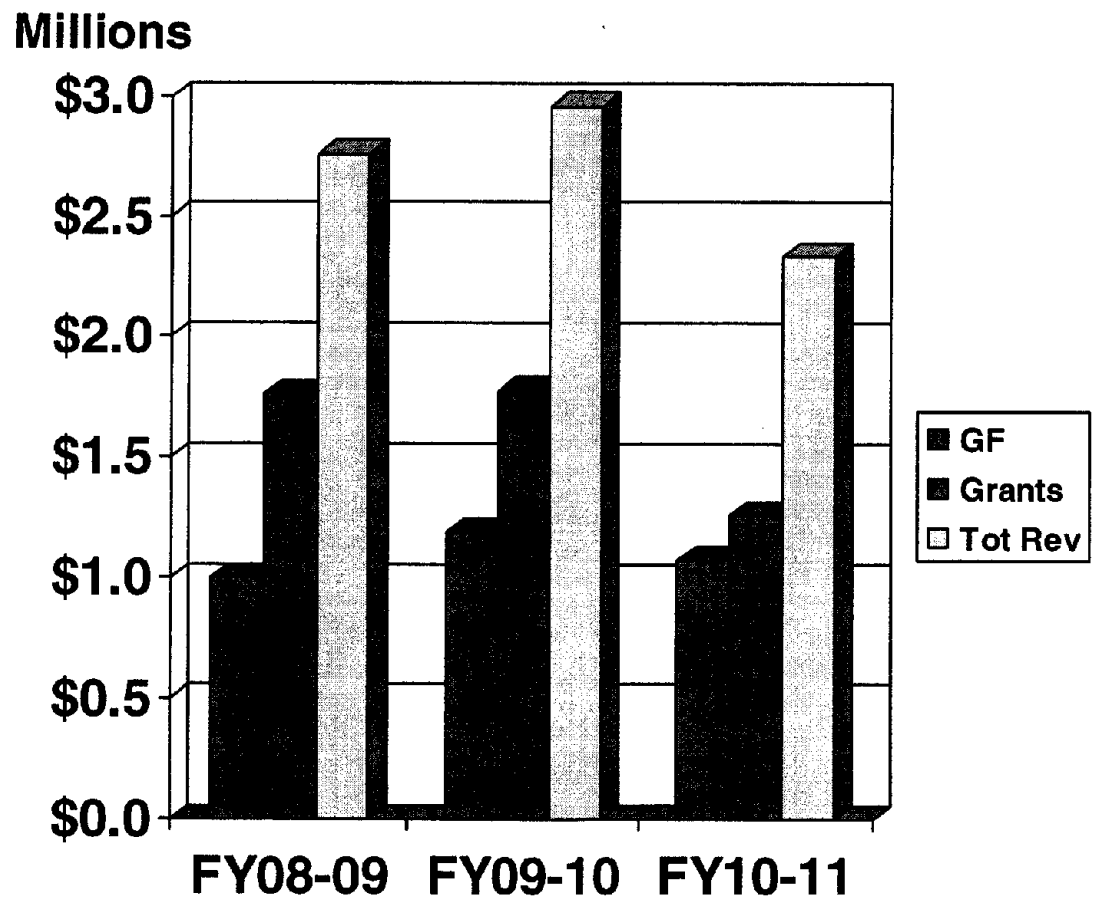
- Hours of operation: 7 days/60 hours
 - Sunday 1:00 – 5:00 pm
 - Monday – Thursday 10:00 am – 8:00 pm
 - Friday – Saturday 10:00 am – 6:00 pm
- Staffing: 7 FT & 35 PT employees*

*Excludes WINGS and other grant funded positions

Library Today

- FY2010-11 Budget: \$2,332,801
 - General Fund: \$1,070,855
 - Grants: \$1,261,946
- PT Personnel Costs: \$407,000 (budgeted)
- FT Personnel Costs: \$563,678 (budgeted)
- Utilities Costs: \$175,000/yr (estimated)

Library Budget



- FY2008-09
\$2,760,180
- FY2009-10
\$2,957,690
- FY2010-11
\$2,382,800

Library Visits Statistical Sampling

(Summer)

➤ July 12 – 18, 2010

*Sunday	485
Monday	2,060
Tuesday	1,951
Wednesday	1,293
Thursday	1,260
Friday	729
Saturday	893

Peak times:

- First opening hour
- From 1:00 – 6:00 pm

(School Year)

➤ April 2009

*Sunday	526
Monday	1,789
Tuesday	1,555
Wednesday	1,410
Thursday	1,480
Friday	884
Saturday	1,041

Peak times:

- First opening hour
- From 1:00 – 7:00 pm

***Open ½ day (4hrs)**

5 Options for Consideration

- 4-day Library
- 5-day Library: Option A
- 5-day Library: Option B
- 6-day Library
- 7-day Library

4-day Library Operation

Open 40 hours a week:

➤ Monday – Thursday: 10:00 am – 8:00 pm

FT Personnel Cost Savings:	None
PT Personnel Cost Savings:	\$165,000
Utilities Cost Savings:	\$ 75,000
Estimated Total Savings:	\$240,000

5-day Library Operation – Option A

Open 44 hours a week

- Sunday: 1:00 – 5:00 pm
- Monday – Thursday: 10:00 am – 8:00 pm

FT Personnel Cost Savings:	None
PT Personnel Cost Savings:	\$135,000
Utilities Cost Savings:	\$ 50,000
Estimated Total Savings:	\$185,000

5-day Library Operation – Option B

Open 48 hours a week

- Monday – Thursday: 10:00 am – 8:00 pm
- Saturday: 10:00 am – 6:00 pm

FT Personnel Cost Savings:	None
PT Personnel Cost Savings:	\$115,000
Utilities Cost Savings:	\$ 50,000
Estimated Total Savings:	\$165,000

6-day Library Operation

Open 48 hours a week

- Sunday: 1:00 – 5:00 pm
- Monday – Thursday: 10:00 am – 8 pm
- Saturday: 1:00 – 5:00 pm

FT Personnel Cost Savings:	None
PT Personnel Cost Savings:	\$115,000
Utilities Cost Savings:	\$ 25,000
Estimated Total Savings:	\$140,000

Impacts on Staffing & Services

➤ Staffing:

- Projected loss of 6-8 PT positions (out of 35)
- Reduced hours for remaining PT staff

➤ Services:

- Reduction of programs (due to daily closures)
- Potential slower customer service and processing service
- Local History Room services offered on appointment basis
- Office space for WINGS staff set up at the National School District on Fridays

Efficiency Analysis

- All core services will be adequately maintained
- Library users can access online catalog, all electronic databases, renew library materials online 24/7
- On the days the Library is closed:
 - Book drops are open
 - No materials will be due and no fines will be accrued

Recommendation

- Staff Recommendation: 6-day operation
OR
5-day operation

- Library Board of Trustees Recommendation
 - Chairman Brian Clapper

Community Services Department

Service Reduction Options

*Goal: To minimize the impact to the community,
while maximizing the cost savings to the City*

COMMUNITY SERVICES OVERVIEW

➤ Staffing:	PT	FT
• Administration	0	1
• Recreation	40	3
• Seniors	7	1
• Neighborhood Councils	0	2
• Nutrition	<u>1</u>	<u>9</u>
	Total = 48	16

	General Fund	Grants
➤ Current Budget:		
• PT Personnel Costs	\$313,104	\$257,442
• FT Personnel Costs	\$392,882	\$306,656
• Maintenance & Operations	<u>\$33,328</u>	<u>\$360,950</u>
	Totals= 739,314	\$925,048

\$1,664,362

Service Areas

No Service Reductions Proposed For:

- Senior Nutrition Center: County contract obligations
- Manuel Portillo Teen Center: funded by CDBG
- Casa de Salud Senior Center: only operates one day per week
- Tiny Tots: funded by CDBG
- Boards & Commissions
 - Parks, Recreation, & Senior Citizens Advisory Board
 - Public Art Committee
 - Community & Police Relations Committee

Service Areas Continued

Service Reductions Proposed For:

- Neighborhood Councils:
 - A. Maintain as is, funded by GF
 - B. Maintain except eliminate one FT position, funded by GF
 - C. Eliminate program and two FT positions

- Recreation Centers:
 - A. Close on Fridays (except summer camps)
 - B. Close one hour earlier each day
 - C. Close one hour earlier and Fridays

- Kimball Senior Center:
 - A. Close on Fridays; no staff for external events on Sundays

- Municipal Pool:
 - A. Close Sundays, year round
 - B. Close during winter (3 months)

• Community Services •

Neighborhood Councils

- Neighborhood Council Program – Proposed Reduction

Option A: Maintain current program/function

Pros:

- NHC program to continue
- Staffing continues for activities and special events
- Committee and liaison work to continue

Cons:

- Will cost the City \$94K annually from GF

Neighborhood Councils

Option B: Maintain current program funded by GF, eliminating one FT position

	FY09/10 (1)	FY10/11 (1)
NHC Coordinator	\$76,600 (100% CDBG)	(3)
NHC Specialist	\$17,400 (2)	(3)
M&O Budget	<u>\$14,000</u>	<u>(3)</u>
Sub Total	\$108,000	\$109,100
CDBG Funding	-\$108,000	-\$15,000
Cost to GF	\$0	\$94,100 GF
Savings		Depends on position eliminated

- (1) FY09/10: 100% CDBG, FY10/11: 15% CDBG, 85% GF
- (2) Temp assignment: General Plan.
25% NHC, 25% CSD, 33% TI, 17% GP Reserve
- (3) Amount shown is two positions plus M&O

Option B: Maintain current program funded by GF,
eliminating one FT position

Pros:

- Reduce cost to the City (by eliminating one FT position)
- NHC monthly meetings could continue or be modified
- Special events, activities, committees, liaison work could continue

Cons:

- GF absorbs cost of remaining position (previously funded by CDBG)
- One FT position eliminated

Option C: Eliminate NHC Program

Savings

\$94,000 annually

Pros:

- Reduce GF budget by \$94K
- Public can submit SRs by phone, website, email, in person
- Public can obtain info from multiple sources

Cons:

- Eliminates two FT positions
- Eliminates funding for Special Events, breakfasts, promotional activities
- No monthly NHC meetings

• Community Services •

Recreation Centers

Quality of Life Investments

- Pool and Teen Center remain open
- Boys & Girls Club remain open
 - Funded \$240,000 last year
 - Land request to be considered by Council next month
 - City Council has invested \$1.2 M in park facilities
 - CDBG Grant Program: equipment purchase and various youth activities such as boxing club
- Swimming Pool improvements
- Skate Park
- Paradise Creek Park
- \$3.9 M Port of SD Park Allocation
- Soccer Field

Option A: Close on Fridays (Except Summer Camp)

	<u>Current</u>	<u>Proposed</u>	<u>Savings</u>
Total Hours Open/Week	76	67	9/week
PT Hours/Week	202	175	27/week
PT Personnel Costs/Annual	\$106,772	\$96,671	\$10,101
Utility Costs/Annual	\$38,275	\$31,954	\$6,321

Total Annual Savings = \$16,422

Option A: Close on Fridays (Except Summer Camp)

Pros:

- Lowest attendance day at all centers
- No special activities/field trips planned
- No open gym
- Does not impact external groups
- Saves utilities
- Summer Camp to continue

Cons:

- Less activities for youth
- Reduces hours for PT staff

Option B: Close one hour earlier each day

	<u>Current</u>	<u>Proposed</u>	<u>Savings</u>
Total Hours Open/Week	76	61	15
PT Hours/Week	202	163	39
PT Personnel Costs/Annual	\$106,772	\$92,350	\$14,422
Utility Costs/Annual	\$38,275	\$31,941	\$6,334

Total Annual Savings = \$20,756

Option B: Close one hour earlier each day

Pros:

- Lowest attendance last hour of day
- Centers open same number of days each week
- Centers open when kids get out of school

Cons:

- Less activities for youth
- Reduces hours for PT staff

<u>Proposed Hours:</u>	M	T	W	Th	F	Sa	Su
Kimball	3-5	3-5	3-5	1-5	3-5	----	----
El Toyon	3-5	3-5	3-5	1-5	3-5	----	----
Camacho Rec/Gym	2-8	2-8	2-8	1-8	2-4	12-4	12-4

Option C: Close one hour earlier each day & Friday

	<u>Current</u>	<u>Proposed</u>	<u>Savings</u>
Total Hours Open/Week	76	55	21
PT Hours/Week	202	145	57
PT Personnel Costs/Annual	\$106,772	\$85,616	\$21,156
Utility Costs/Annual	\$38,275	\$25,695	\$12,580

Total Annual Savings = \$33,736

Option C: Close one hour earlier each day & Friday

Pros:

- Lowest attendance is Friday and last hour of day
- Summer Camp to continue. Pool, Teen Center, Boys & Girls Club open Fridays
- No special activities/field trips impacted
- No external groups impacted

Cons:

- Less activities for youth
- Reduces hours for PT staff

<u>Proposed Hours:</u>	M	T	W	Th	F	Sa	Su
Kimball	3-5	3-5	3-5	1-5	----	----	----
El Toyon	3-5	3-5	3-5	1-5	----	----	----
Cam Rec/Gym	2-8	2-8	2-8	1-8	----	12-4	12-4

Recommendations

➤ Staff Recommendation

Option B – Close one hour earlier each day

- Annual Savings: \$20,756

➤ Parks, Recreation, Senior Advisory Board
Recommendation –

• Community Services •

Senior Centers

- Kimball – Proposed Reduction
- Casa de Salud – No Proposed Reduction

Senior Centers

Option A: Close KSC on Friday; stop staffing external events

	<u>Current</u>	<u>Proposed</u>	<u>Savings</u>
Total Hours Open/Week	30	22.5	7.5
PT Hours/Week	59	47.5	11.5
PT Personnel Costs/Annual	\$1,149	\$1,037	\$5,824
Utility Costs/Annual	\$6,431	\$5,145	\$1,286

Total Annual Savings = \$7,110

Senior Centers

Option A: Close KSC on Friday; stop staffing external events

Pros:

- Very low attendance on Friday (Average 5 attendees)
- Save utilities
- No formal senior activities planned

Cons:

- Displace SD Food Bank 1x per month; Options: move to Towers/Nutrition Center or continue staffing 2hrs/mo
- Displace Spearhead Filipino Senior group 2x/mo
Options: move to different facility or continue staffing 14hrs/mo
- Reduces hours for PT staff
- Automated R-U-OK calls would need to be monitored by NCFD one additional day

Recommendation

➤ **Staff Recommendation**

Option A – Close KSC on Fridays; Stop staffing external events

- Annual Savings = \$7,110

➤ **Parks, Recreation, Senior Advisory Board Recommendation –**

• Community Services •

Municipal Pool

➤ Pool Operations – Proposed Reduction

Option A: Close Pool on Sundays year-round

	<u>Current</u>	<u>Proposed</u>	<u>Savings</u>
Total Days Open/Annual	365	313	52
PT Hours/Annual	12,965	12,705	260
PT Personnel Costs/Annual	\$127,962	\$124,163	\$3,799
Utility Costs/Annual	\$89,267	\$76,527	\$12,740
Chemicals/Annual	\$4,800	\$4,117	\$683

Annual Savings = \$17,222

Estimated Revenue Loss = (\$6,669)

Net Annual Savings = \$10,553

Option A: Close Pool on Sundays year-round

Pros:

- Sundays lowest attendance year-round
- No groups affected by Sunday closure
- Save utilities, maintenance, chemicals

Cons:

- Will displace lap swim and open swim
- Reduces hours for PT staff

Option B: Close Pool during Winter (Dec, Jan, Feb)

	<u>Current</u>	<u>Proposed</u>	<u>Savings</u>
Total Days Open/Annual	365	275	90
PT Hours/Annual	12,965	11,843	1,122
PT Personnel Costs/Annual	\$127,962	\$116,093	\$11,869
Utility Costs/Annual	\$89,267	\$66,950	\$22,317
Chemicals/Annual	\$4,800	\$3,600	\$1,200

Annual Savings = \$35,386

Revenue Loss = (\$17,775)

Net Annual Savings = \$17,611

Option B: Close Pool during Winter (Dec, Jan, Feb)

Pros:

- Lowest seasonal attendance
- Rec centers will be open most days during Winter
- Save utilities, maintenance, chemicals

Cons:

- Will displace groups (South Bay Aquatics, Water Polo – CVHS, BVHS, Shores), Adult Lap Swim, Aquacize
- Vacant pool yard could lead to unauthorized use, vandalism, increased risk
- Reduces hours for PT staff

Recommendation

➤ Staff Recommendation

Option A – Close Sundays year-round

- Annual Savings = \$10,553

➤ Parks, Recreation, Senior Advisory Board Recommendation –