

**CITY OF MANHATTAN BEACH  
MINUTES OF THE CITY COUNCIL  
ADJOURNED REGULAR MEETING  
BUDGET STUDY SESSION - #3  
MAY 25, 2010**

The Adjourned Regular Budget Study Session - #3 Meeting of the City Council of the City of Manhattan Beach, California, was held on the 25<sup>th</sup> day of May, 2010, at the hour of 6:00 p.m., in the Police/Fire Conference Room, at 400/420 15<sup>th</sup> Street, in said City.

**PLEDGE TO THE FLAG**

George Butts led the pledge of allegiance.

**ROLL CALL**

Present: Tell, Powell, Cohen, Montgomery and Mayor Ward.  
Ward (6:04 p.m. – 7:30 p.m.)  
Cohen (arrived at 6:10 p.m.)  
Absent: None.  
Clerk: Tamura.

**AUDIENCE PARTICIPATION**

**The following individual spoke on this item:**

- **Helen Duncan, Manhattan Beach Chamber of Commerce**

**GENERAL BUSINESS**

*05/19/10 – 1. Budget Study Session # 3:*

**Departmental Budget Presentations**

1. *Fire*
2. *Parks & Recreation*
3. *Community Development*

Interim City Manager Richard Thompson introduced the agenda for the evening and reminded City Council that public input would be accepted after each departmental budget. He then introduced Interim Fire Chief Ken Shuck to discuss the Fire Department's budget.

**FIRE**

Interim Fire Chief Shuck introduced the Fire Department command staff and reviewed each program budget within the Fire Department, including Administration, Prevention, Suppression, Paramedics and Emergency Preparedness.

City Council action during the presentation was as follows:

- Mayor Ward asked that more information be provided on the three-year vehicle replacement schedule for the front line ambulances to determine if a five year average replacement schedule would suffice, thereby reducing costs.
- Councilmember Cohen asked for a breakdown of salary and benefits for all departments
- Councilmember Tell asked that the previous ten year history of the departments' budgets including headcount be updated to reflect the adopted budget from Fiscal Year 2009-2010 and the proposed budget for Fiscal Year 2010-2011.

## **PARKS & RECREATION**

Parks & Recreation Director Richard Gill proceeded to present the department's detailed budget to City Council and reviewed each program budget within the department. This included Administration, Recreation Services, Cultural Arts, Sports & Aquatics, Volunteers, Transportation and Older Adults.

City Council action during the presentation was as follows:

- Mayor Pro Tem Montgomery asked for a listing of full time employees by department.
- Mayor Ward asked that staff submit an analysis of bringing the class registration software back "in-house" as opposed to the hosted solution currently utilized.
- Councilmember Cohen said she is not in favor of cutting Concerts in the Park and that the Police and Fire Departments should be cut before any such action should be considered. Mayor Ward echoed that sentiment and asked staff to determine if other funding sources may be available.
- Councilmember Powell stated that we need to review Parks & Recreation classes that don't cover costs and consider raising fees, or eliminating the classes if we cannot cover those costs.
- Councilmember Tell asked that staff develop a type of "scorecard" to ensure that classes are break-even. Parks & Recreation Director Gill described the annual report in which each class is listed along with the funding status for the prior year. He indicated that he would provide the past 3-4 years of information to the Council.
- Mayor Ward asked staff to review partnerships where the City promotes classes that are provided by outside entities, and then shares the revenue. This may reduce risk and exposure to classes that do not perform as well as predicted.
- Councilmember Cohen stated that she is opposed to any cuts in the volunteer recognition event.
- Council requested that an analysis of the uses of Measure "R" and Proposition "A" Transportation Funds be provided to the City Council as a basis for discussing the Proposition "A" shortfall in Fiscal Year 2009-2010 and Fiscal Year 2010-2011.
- Council requested that a utilization report and the cost per person of bus excursions be calculated and provided, along with the resident versus non-resident fees.
- Councilmember Tell requested an analysis of basic Dial-A-Ride services, how the trips are utilized, if there are more efficiencies to be obtained, and ways to cut costs.
- Councilmember Cohen asked that Council be advised when the Senior Advisory Committee votes on issues.
- Councilmember Powell requested that the minutes from the Senior Advisory Committee be provided to the City Council.
- Mayor Pro Tem Montgomery asked that staff look into the recent grant that Hermosa Beach received for the construction of a new senior center, and look for similar grant opportunities to fund older adult activities.
- Council asked that staff review the options for opening the OASIS center on Sundays, including the option of using volunteers to staff it, and having an attendant open and close the facility (but not staff the facility).
- Councilmember Cohen requested that the minutes from the Senior Advisory Committee be attached to the minutes of the P&R Commission minutes.

### **The following individuals spoke on this item:**

- **Madonna Newburg, No Address Provided**
- **Fyllis Kramer, No Address Provided**
- **Richard Zeiff, No Address Provided**
- **Freddi Segal, No Address Provided**

**FINANCE**

Finance Director Bruce Moe presented the Finance Department budget including the Administration, Accounting, Revenue Services, General Services and Information Systems program budgets.

City Council action during the presentation was as follows:

- Mayor Pro Tem Montgomery requested that staff look into negotiating lower bank fees

Interim City Manager Thompson announced that the budget will be discussed next at the regularly scheduled June 1, 2010 City Council meeting, at which time staff will be seeking final direction from the Council on changes. In response to Councilmember Cohen’s question regarding the Council’s Work Plan, Interim City Manager Thompson indicated that those Work Plan items that need funding for the coming Fiscal Year will be identified and discussed at the June 1, 2010 meeting.

**ADJOURNMENT**

At 9:08 p.m. the meeting was duly adjourned to the 6:30 p.m. Adjourned Regular City Council Meeting on Tuesday, June 1, 2010, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

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Bruce Moe  
Recording Secretary

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Mitch Ward  
Mayor

ATTEST:

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Liza Tamura  
City Clerk