

City Council Study Session

Adjourned Regular Meeting - Budget Study Session #2

Monday, May 11, 2015

6:00 PM

Police/Fire Conference Room



Mayor Wayne Powell
Mayor Pro Tem Mark Burton
Councilmember Tony D'Errico
Councilmember David J. Lesser
Councilmember Amy Howorth

Executive Team

Mark Danaj, City Manager
Quinn Barrow, City Attorney

Robert Espinosa, Fire Chief
Captain Derrick Abell, Acting Human Resources Director
Eve R. Irvine, Police Chief
Mark Leyman, Parks & Recreation Director
Bruce Moe, Finance Director

Nadine Nader, Assistant City Manager
Tony Olmos, Public Works Director
Liza Tamura, City Clerk
Marisa Lundstedt, Community
Development Director

MISSION STATEMENT:

The City of Manhattan Beach is dedicated to providing exemplary municipal services, preserving our small beach town character and enhancing the quality of life for our residents, businesses and visitors.

MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

Your presence and participation contribute to good city government.

By your presence in the Police/Fire Conference Room, you are participating in the process of representative government. To encourage that participation, the City Council has specified a time for citizen comments on the agenda under "Public Comment on Non-Agenda Items", at which time speakers may comment on any item of interest to the public that is within the subject matter jurisdiction of the legislative body, with each speaker limited to three minutes.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City's website at www.citymb.info, the Police Department located at 420 15th Street, and are also on file in the Office of the City Clerk for public inspection. Any person who has any question concerning any agenda item may call the City Clerk's office at (310) 802-5056 to make an inquiry concerning the nature of the item described on the agenda.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Office of the City Clerk at (310) 802-5056 (voice) or (310) 546-3501 (TDD). Notification 36 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

BELOW ARE THE AGENDA ITEMS TO BE CONSIDERED. THE RECOMMENDED COUNCIL ACTION IS LISTED IMMEDIATELY AFTER THE TITLE OF EACH ITEM IN BOLD CAPITAL LETTERS.**A. PLEDGE TO THE FLAG**

5 MINUTES

B. ROLL CALL

1 MINUTE

C. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

1 MINUTE

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Tuesday, May 5, 2015, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

3 MINUTES PER PERSON - 30 MINUTES MAXIMUM

Speakers may comment on any item of interest to the public that is within the subject matter jurisdiction of the legislative body, not including items on the agenda. The Mayor may determine whether an item is within the subject matter jurisdiction of the City. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda, except under very limited circumstances. Please complete the "Request to Address the City Council" card by filling out your name, city of residence, and returning it to the City Clerk.

E. GENERAL BUSINESS*30 MINUTES PER ITEM*

1. Fiscal Year 2015-2016 Proposed Operating Budget Study Session #2: [15-0199](#)
Parks and Recreation, Human Resources, Management Services,
Finance, and Information Technology (Finance Director Moe).
DISCUSS AND PROVIDE DIRECTION

F. OTHER COUNCIL BUSINESS, COMMITTEE AND TRAVEL REPORTS, FUTURE DISCUSSION ITEMS*5 MINUTES PER CITY COUNCILMEMBER FOR TOTAL OF 25 MINUTES***G. ADJOURNMENT****H. FUTURE MEETINGS****CITY COUNCIL MEETINGS**

May 19, 2015 – Tuesday -- 6:00 PM - City Council Meeting
May 21, 2015 - Thursday -- 6:00 PM -Budget Study Session #3
May 26, 2015 - Tuesday-- 6:00 PM - Budget Study Session #4
Jun. 2, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Jun. 16, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Jul. 7, 2015 – Tuesday -- 6:00 PM - City Council Meeting/Reorganization
Jul. 21, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Aug. 4, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Aug. 18, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Sep. 1, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Sep. 15, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Oct. 6, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Oct. 20, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Nov. 3, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Nov. 17, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Dec. 1, 2015 – Tuesday -- 6:00 PM - City Council Meeting
Dec. 15, 2015 – Tuesday -- 6:00 PM - City Council Meeting

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

May 12, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
May 13, 2015 – Wednesday – 6:30 PM -- Planning Commission Meeting
May 18, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
May 27, 2015 – Wednesday – 6:30 PM -- Planning Commission Meeting
May 28, 2015 – Thursday – 6:30 PM -- Parking & Public Improvements Commission Meeting
June 8, 2015 – Monday – 6:30 PM – Library Commission Meeting
June 9, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
June 10, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
June 22, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
June 24, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
June 25, 2015 – Thursday – 6:30 PM -- Parking & Public Improvements Commission Meeting
July 8, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
July 13, 2015 – Monday – 6:30 PM – Library Commission Meeting
July 14, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
July 22, 2015 – Wednesday – 6:30 PM – Planning Commission Meeting
July 23, 2015 – Thursday – 6:30 PM -- Parking & Public Improvements Commission Meeting
July 27, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
August 10, 2015 – Monday – 6:30 PM – Library Commission Meeting
August 11, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
August 24, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
September 14, 2015 – Monday – 6:30 PM – Library Commission Meeting
September 15, 2015 – Tuesday – 6:30 PM – Cultural Arts Commission Meeting
September 28, 2015 – Monday – 6:30 PM – Parks and Recreation Commission Meeting

I. CITY HOLIDAYS**CITY OFFICES CLOSED ON THE FOLLOWING DAYS:**

May 25, 2015 – Monday – Memorial Day
Jul. 3, 2015 - Friday - Independence Day
Sep. 7, 2015 – Monday – Labor Day
Oct. 12, 2015 – Monday – Columbus Day
Nov. 11, 2015 – Wednesday – Veterans Day
Nov. 26-27, 2015 – Thursday & Friday – Thanksgiving Holiday
Dec. 25, 2015 – Friday – Christmas Day
Jan. 1, 2016 – Friday – New Years Day
Jan. 18, 2016 – Monday – Martin Luther King Day

Agenda Date: 5/11/2015

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Director

SUBJECT:

Fiscal Year 2015-2016 Proposed Operating Budget Study Session #2: Parks and Recreation, Human Resources, Management Services, Finance, and Information Technology (Finance Director Moe).

DISCUSS AND PROVIDE DIRECTION

RECOMMENDATION:

Staff recommends that the City Council receive budget presentations from the Parks and Recreation, Human Resources, Management Services, Finance, and Information Technology departments, and discuss and provide direction.

FISCAL IMPLICATIONS:

There are no fiscal implications associated with the recommended action.

DISCUSSION:

Please use this link to the Proposed Fiscal Year 2015-2016 Operating Budget (<http://www.citymb.info/OperatingBudget>) as supporting documentation for all budget study sessions noted in this report.

Well-managed budget deliberations result in decisions that serve the long-term interests of the community. The budget study sessions are a critical part of the deliberative process. It is important that the community and City Council clearly understand the City's financial resources in order to make sound decisions on prioritizing public spending.

Departmental presentations will generally follow this format, with opportunity for questions and discussion:

1. Mission Statement
2. Organizational Chart Review

3. Department-wide overview including programs and divisions
4. Major changes in service delivery
5. Departmental activities and changes as it relates to the Community Survey and the Community Budget Priorities Meeting
6. Accomplishments of FY 14-15
7. Goals for FY 15-16
8. Performance Measure highlights

Staff provided an introduction to the fiscal year 2015-2016 operating budget at the May 5th City Council meeting. As a continuation of that process, each department will present its budget at one of the following budget study sessions. The schedule is as follows:

May 7 - Council Budget Study Session #1

6:00 PM at the Police/Fire Conference Room

Scheduled Departments: Police, Fire

May 11 - Council Budget Study Session #2

6:00 PM at the Police/Fire Conference Room

Scheduled Departments: Parks and Recreation, Human Resources, Management Services, Finance, and Information Technology

May 21 - Council Budget Study Session #3

6:00 PM at the Police/Fire Conference Room

Scheduled Departments: Community Development, Public Works (including CIP)

May 26 - Council Budget Study Session #4

6:00 PM at the Police/Fire Conference Room

Outstanding Items and Wrap Up

June 2 - Final Review Prior to Adoption

6:00 PM at the Council Chambers

Ultimately, the Budget will be adopted by a vote of the City Council, scheduled for June 16, 2015.

These dates have also been included on the City's calendar of events for which e-notifications have been sent. An advertisement was included in *The Beach Reporter* as well. Finally, a letter inviting residents to participate in the budget process was sent to all households.

CONCLUSION:

Staff recommends that the City Council receive budget presentations from the Parks and Recreation, Human Resources, Management Services, Finance, and Information Technology departments, and discuss and provide direction.