

**CITY OF MANHATTAN BEACH  
MINUTES OF THE CITY COUNCIL  
ADJOURNED REGULAR MEETING  
BUDGET STUDY SESSION  
MAY 24, 2005**

The Adjourned Regular Budget Study Session Meeting of the City Council of the City of Manhattan Beach, California, was held on the 24<sup>th</sup> day of May, 2005, at the hour of 6:55 p.m., in the City Council Chambers of City Hall, at 1400 Highland Avenue, in said City.

**PLEDGE TO THE FLAG**

Bruce Moe, Finance Director led the pledge of allegiance.

**ROLL CALL**

Present: Tell, Aldinger, Montgomery, Ward and Mayor Fahey.  
Absent: None.  
Clerk: Dolan (Acting).

**SCHEDULED**

05/0524.1          *Presentation of Fiscal Year 2005-2006 Proposed Budget*

City Manager Geoff Dolan presented a brief summary and introduced Finance Director Bruce Moe who provided a summary of the proposed budget and distributed several budget historical trend attachments indicating full time employee head counts and revenue and expenditure patterns.

City Department Heads and Managers presented their operational budgets and discussed departmental goals, accomplishments, Fiscal Year 2005-2006 initiatives and line item budgets. In reviewing budget line items, Department Heads pointed out major areas of change. In general, all City department budgets were mostly impacted by citywide expenditure increases in three cost areas: PERS retirement; workers compensation & liability insurance; and general labor. Beyond these expenditure line items, departments discussed other specific changes.

Departmental presentations were made by:

- Sherilyn Lombos – Management Services
- Robert V. Wadden, Jr. – City Attorney
- Bruce Moe – Finance & City Treasurer
- Marcie Scott & Howard Fishman – Human Resources
- Richard Gill – Parks & Recreation
- Dennis Groat – Fire Department
- Ernest M. Klevesahl, Jr. – Police Department
- Richard Thompson – Community Development
- Neil Miller – Public Works

The following items were discussed for further action:

- **Finance**
  - The budget includes funds for outsourcing parking citation processing. Council requested that this item be categorized as a General Business item when presented to the Council for review and approval. In this same topic area City Council inquired about the extent to which collection agencies are used in increasing the delinquent citations collection rate and asked that this item be addressed in future months.
  - The budget includes funding \$70,000 for an enhanced e-mail archiving system. A policy on e-mail retention needs to be developed. Council instructed staff to present the policy for their review prior to implementation.
  - \$275,000 has been budgeted for upgrades and enhancements to the City's website. Council requested additional information on the breakdown of the costs. This item will be presented for further Council discussion and approval in 2005-2006.
- **Recreation**
  - The Council's current revenue policy is that the department's revenues will cover at least 35% of their total departmental costs. Given the consistent performance above that level, Council asked staff to consider an increase in the policy amount to 50% as a goal.
- **Police**
  - During the presentation, Council discussed the challenges we face in staffing crossing guards, and the impacts vacancies have on other Police Department functions as they backfill the important function. Council requested a status report.
- **Community Development**
  - Council requested a future status report on the neighborhood traffic studies being conducted.

Council discussed prioritizing the Capital Improvement unfunded project listing and directed staff to prepare materials for the Council's upcoming Work Plan meeting.

#### **AUDIENCE PARTICIPATION**

The following individuals spoke on this item:

- Paul Gross, No Address Provided

#### **ADJOURNMENT**

At 11:02 p.m. the meeting was duly adjourned to the 5:30 p.m. Adjourned Regular Meeting to be followed by the 6:30 p.m. Regular Meeting on Tuesday, June 7, 2005, in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

ATTEST:

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LIZA TAMURA  
City Clerk

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GEOFF DOLAN  
Recording Secretary

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JOYCE FAHEY  
Mayor

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The Adjourned Regular Budget Study Session Meeting of the City Council of the City of Manhattan Beach, California, was held on the 24<sup>th</sup> day of May, 2005, at the hour of 5:32 p.m., in the City Council Chambers of City Hall, at 1400 Highland Avenue, in said City.

**ROLL CALL**

Present: Tell, Aldinger, Montgomery, Ward and Mayor Fahey.  
Absent: None.  
Clerk: Wadden.

**CLOSED SESSION**

The Council recessed into Closed Session at 5:32 p.m. and moved to open session at 6:45 p.m.

**ADJOURNMENT**

The meeting was duly adjourned at 6:45 p.m.

ROBERT V. WADDEN, JR.  
Recording Secretary

JOYCE FAHEY  
Mayor

ATTEST:

LIZA TAMURA  
City Clerk