

City of Manhattan Beach

*1400 Highland Avenue
Manhattan Beach, CA 90266*



Meeting Minutes - Draft

Tuesday, May 8, 2018

6:00 PM

Budget Study Session

City Council Chambers

City Council Adjourned Regular Meeting

*Mayor Amy Howorth
Mayor Pro Tem Steve Napolitano
Councilmember Nancy Hersman
Councilmember Richard Montgomery
Councilmember David Lesser*

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A. CALL MEETING TO ORDER

At 6:00 PM, Mayor Howorth called the meeting to order.

B. PLEDGE TO THE FLAG

Mayor Howorth led the Pledge of Allegiance.

C. ROLL CALL

Present 5 - Mayor Howorth, Mayor Pro Tem Napolitano, Councilmember Hersman
Councilmember Montgomery, and Councilmember Lesser

D. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Mark Lipps, President of the Manhattan Beach Chamber of Commerce, requested \$75,000 from the City in the upcoming budget and explained positive efforts the Chamber has made in the past year.

Steve Packwood inquired about the process the City would undergo at the meeting and how the public would respond to staff presentations. Additionally, Mr. Packwood indicated his support for public safety.

E. GENERAL BUSINESS

1. Presentation of Proposed Two-Year Operating Budget for Fiscal Years [18-0207](#)
2019 and 2020 (Interim Finance Director Charelian).

RECEIVE REPORT AND PROVIDE DIRECTION

City Manager Bruce Moe provided an overview of the Staff presentation and highlighted some of the key changes in the proposed budget including staffing changes.

Interim Finance Director Steve Charelian gave a brief presentation regarding the Proposed Budget.

POLICE DEPARTMENT

Police Chief Derrick Abell provided the PowerPoint presentation regarding the budget for the Police Department and responded to City Council questions.

City Manager Moe responded to City Council questions.

Mayor Howorth opened the floor to Public Comment.

Steve Packwood relayed several questions to Staff that included: 1) How asset forfeiture funds are accounted for in the General Fund, 2) If current staffing within the Police Department was adequate to keep the community safe, 3) What accounted for the 33% increase in contract services costs within the Police Department budget, 4) If salary assumptions are accounted for in the budget, and 5) What the total unfunded pension liability was for the City as a whole.

Mayor Howorth closed the floor to Public Comment.

Interim Finance Director Charelian, Police Chief Abell, City Manager Moe and Finance Analyst Libby Bretthauer responded to City Council questions as stated by Steve Packwood.

City Council provided no further comment regarding the Police Department budget.

FIRE DEPARTMENT

Acting Fire Chief Derrick Abell provided the PowerPoint presentation regarding the budget for the Fire Department and responded to City Council questions.

Fire Battalion Chief Mike Boyd and City Manager Bruce Moe responded to City Council questions.

Mayor Howorth opened the floor to Public Comment.

Steve Packwood questioned the impacts of the Hermosa Beach Fire Department contract with Los Angeles County and the ramifications of the overtime costs currently within the Manhattan Beach Fire Department.

Mayor Howorth closed the floor to Public Comment.

City Manager Bruce Moe responded to City Council questions as stated by Steve Packwood.

City Council directed staff to continue exploring contract Ambulance Services.

PUBLIC WORKS DEPARTMENT

Public Works Director Stephanie Katsouleas provided the PowerPoint presentation regarding the budget for the Public Works Department and responded to City Council questions.

City Manager Moe responded to City Council questions.

Mayor Howorth opened the floor to Public Comment.

Steve Packwood commented on how Capital Improvement Projects were funded and questioned how projects would be prioritized for completion.

Mayor Howorth closed the floor to Public Comment.

City Manager Moe responded to City Council questions as stated by Steve Packwood.

City Council directed staff to discuss cleaning and improvements with a subcommittee and create a plan to address cleanliness concerns as well as long-term median and maintenance costs. Additionally, City Council directed staff to provide an update on the acquisition of Southern California Edison street lights and an update on the Scout House addressing the City's contribution to the Scout House project and similar exterior improvements to the Joslyn Community Center.

At 8:53 PM the City Council recessed and at 9:07 PM the City Council reconvened with all City Councilmembers present.

COMMUNITY DEVELOPMENT DEPARTMENT

Community Development Director Anne McIntosh provided the PowerPoint presentation regarding the budget for the Community Development Department and responded to City Council questions.

Information Technology Director Sanford Taylor responded to City Council questions regarding the impending permitting software solution.

Seeing no requests for Public Comment, Mayor Howorth closed the floor to Public Comment.

City Manager Moe asked for City Council direction to determine if Staff should proceed with the Budget Presentations for the remaining departments or continue the presentations to a future meeting.

At 10:07 PM a motion was made by Councilmember Hersman, seconded by Councilmember Lesser, to extend the meeting past 11:00 PM. The motion carried by the following vote:

Aye: 4 - Mayor Howorth, Councilmember Hersman, Councilmember Montgomery and Councilmember Lesser

Nay: 1 - Mayor Pro Tem Napolitano

City Council provided no further comment regarding the Community Development Department budget.

PARKS AND RECREATION DEPARTMENT

Parks and Recreation Director Mark Leyman provided the PowerPoint presentation regarding the budget for the Parks and Recreation Department and responded to City Council questions.

City Manager Moe and Recreation Services Manager Eve Kelso responded to City Council questions.

Seeing no requests for Public Comment, Mayor Howorth closed the floor to Public Comment.

City Council directed Staff to report back with an overview of Dial-A-Ride Services program costs and revenues, available contract services, and a plan to accommodate future growth and funding needs. Additionally, City Council directed Staff to research improvements to the Manhattan Beach Historical Society "Little Red House" and report back to City Council.

INFORMATION TECHNOLOGY DEPARTMENT

Information Technology Director Sanford Taylor provided the PowerPoint presentation regarding the budget for the Information Technology Department and responded to City Council questions.

Seeing no requests for public comment, Mayor Howorth closed the floor to Public Comment.

City Council directed Staff to provide a Staff Report defining the Enterprise Resource Planning (ERP) System project and its benefits at the scheduled June 5, 2018 Regular City Council meeting and directed a City Council subcommittee to meet and provide direction to Staff on website enhancements to improve layout and search capabilities. Additionally, City Council directed Staff to examine and report back with reasons for increased budgeted expenditures in Computer Contract Services (Object 5104), Computer Supplies & Software (Object 5210), and Computer Equipment & Software (Object 6141) within the Information Technology Department budget.

HUMAN RESOURCES DEPARTMENT

Human Resources Director Teresia Zadroga-Haase provided the PowerPoint presentation regarding the budget for the Human Resources Department and responded to City Council questions.

Seeing no requests for Public Comment, Mayor Howorth closed the floor to Public Comment.

City Council provided no further comment or direction regarding the Human Resources Department budget.

FINANCE DEPARTMENT

Interim Finance Director Steve Charelian provided the PowerPoint presentation regarding the budget for the Finance Department and responded to City Council questions. City Manager Moe also responded to City Council questions.

Seeing no requests for Public Comment, Mayor Howorth closed the floor to Public Comment.

City Council provided no further comment or direction regarding the Finance Department budget.

MANAGEMENT SERVICES DEPARTMENT

City Manager Bruce Moe provided the PowerPoint presentation regarding the budget for the Management Services Department and responded to City Council questions.

Seeing no requests for Public Comment, Mayor Howorth closed the floor to Public Comment.

City Council provided no further comment or direction regarding the Management Services Department budget.

F. ADJOURNMENT

On Tuesday, May 8, 2018, at 11:33 PM the City Council adjourned to the City Council Regular Meeting on Tuesday, May 15, 2018, at 6:00 PM in the City Council Chambers in said City.

George Gabriel
Recording Secretary

Amy Howorth
Mayor

ATTEST:

Liza Tamura
City Clerk