City of Pacifica
Financing City Services Taskforce
Minutes – November 1, 2011

1. Call to Order: 6:34 by Chair Bruce Banco. Attending: Bill Bent, Mary Ellen Carroll, Karen Ervin, Greg Cochran, Joe Kell and Councilmember Len Stone.
   Staff: Steve Rhodes, Ann Ritzma
   Excused: Councilmember Mary Ann Nihart, Omar Saleh, Pete Shoemaker, Sue Vaterlaus and Suzan Getchell-Wallace.

2. Minutes:
   October 17, 2011 minutes approved.

3. Review of Expenditures
   City Manager Steve Rhodes shared an example of "cut formula" based on each Department's share of the general fund with offset for revenue generated. This was the methodology for the "cuts" made in April for the FY 2011/12 budget.

   Staff presented the requested information from the prior meeting:

   - Number of employee by department and division (organization charts)
   - Parks, Beaches and Recreation information on programs – which programs are cost neutral (i.e. fees support the activity) and which programs are supported by the General Fund (subsidized).
   - What was the "cut" formula for each department in the prior plan?
   - How does the City use vehicles? How many are "take home", how many are pool cars (and assigned to what department), who gets vehicle allowance and how does mileage allowance work?
   - How many and who has a city issued cell phone and why?
   - What other services could be shared with another agency – payroll, IT, motor pool, purchasing, insurance, pooled services
   - What is the structure of each department? How many managers to line staff?
   - What is the labor contract cycle (dates that contracts expire)
   - What is in the non-departmental budget in the line items for contract and community services?

4. Oral Communications/Comments from the Public –
5. a) One member of the public shared that the City might look at alternatives to the current Animal Control contract. Staff briefly shared the history of the contract and the services provided under the contract.
6. Adjourn at 7:40 pm – Next meeting on Wednesday, Nov. 16th at 6:30pm