



CITY OF
**PALO
ALTO**

FY 2021 Council Referrals Update

Finance Committee

December 15, 2020

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FY 2021 PROPOSED BUDGET REFERRALS - STATUS

FIRE DEPARTMENT – MEDICAL SRV MODEL

Explore changing delivery of services from a dominant fire-oriented model to a dominant medical-oriented model.

- Staff recommends considering the current medically oriented agency status and complimentary cross-staffing model, that no immediate action be taken
- Department will continue to look for efficiencies and methods for modernization of its delivery of services

COMMUNITY SERVICES DEPT – JMZ

A report or item on the JMZ six months after it opens and what it would look like to eliminate the General Fund subsidy through a fully cost recoverable program

- Preliminary operating plan was presented to Council in May 2020
- Reopening is anticipated in Spring 2021
- May revisit reopening plans as a result of COVID-19 impacts and community feedback



CITY COUNCIL RETREAT REFERRAL CONSENT AGENDA ELIGIBILITY

Direct the Finance Committee to come up with proposed thresholds for Council to consider related to Section 2.4.L, Consent Calendar Categories, which determines the eligibility for items to be placed on the Consent Calendar.

Key Data Tables Contained in Staff Report:

- Table 2: Contracts on Council Agendas
- Table 3: Contract and Agenda Item Averages
- Table 6: Contracts on Consent Calendar by Month
- Table 7: Dollar Value and Action Agenda Time Duration

Agency Practices and Observations

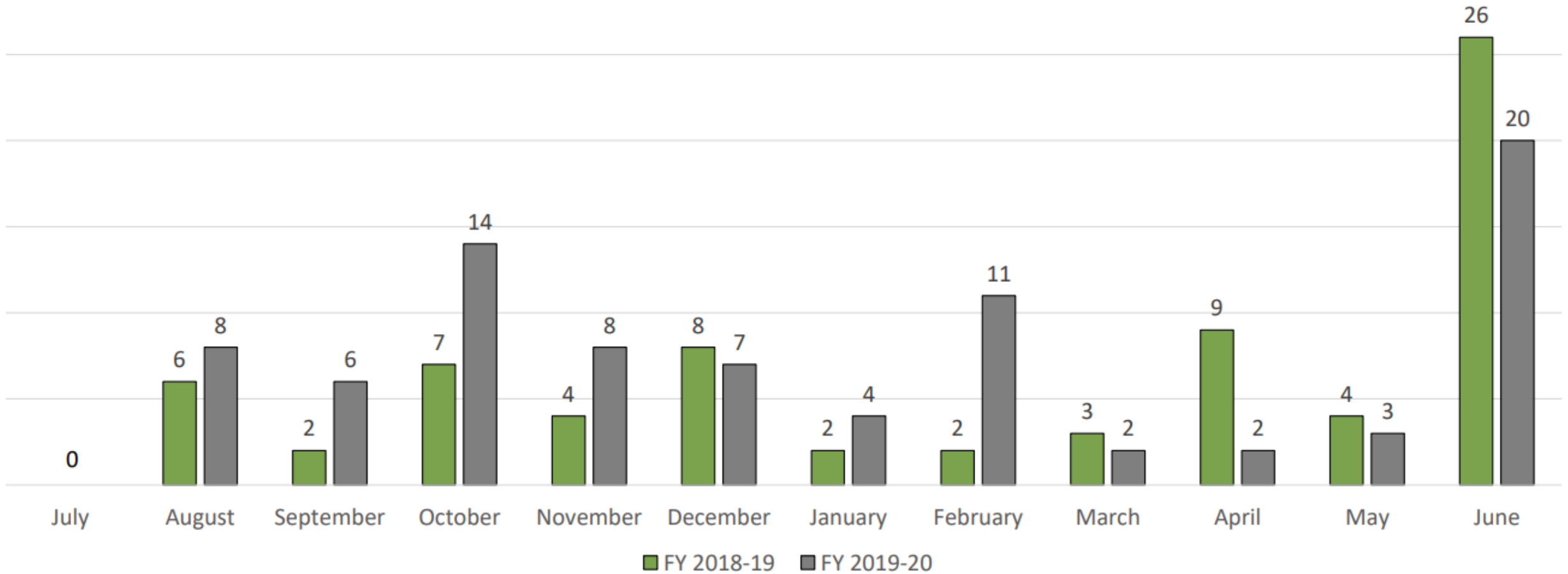
CITY COUNCIL RETREAT REFERRAL CONSENT AGENDA ELIGIBILITY (CONT'D.)

On average, action items take 1.25-1.5 hours for review

	Purchase Contracts		Other Contracts, Actions		Total Scheduled Agenda Items	
	FY2018-19	FY2019-20	FY2018-19	FY2019-20	FY2018-19	FY2019-20
Action Items	3*	4*	11	5	85	83
Consent Calendar	75*	88*	43	31	229	200
Total	78	92	54	36	314	283

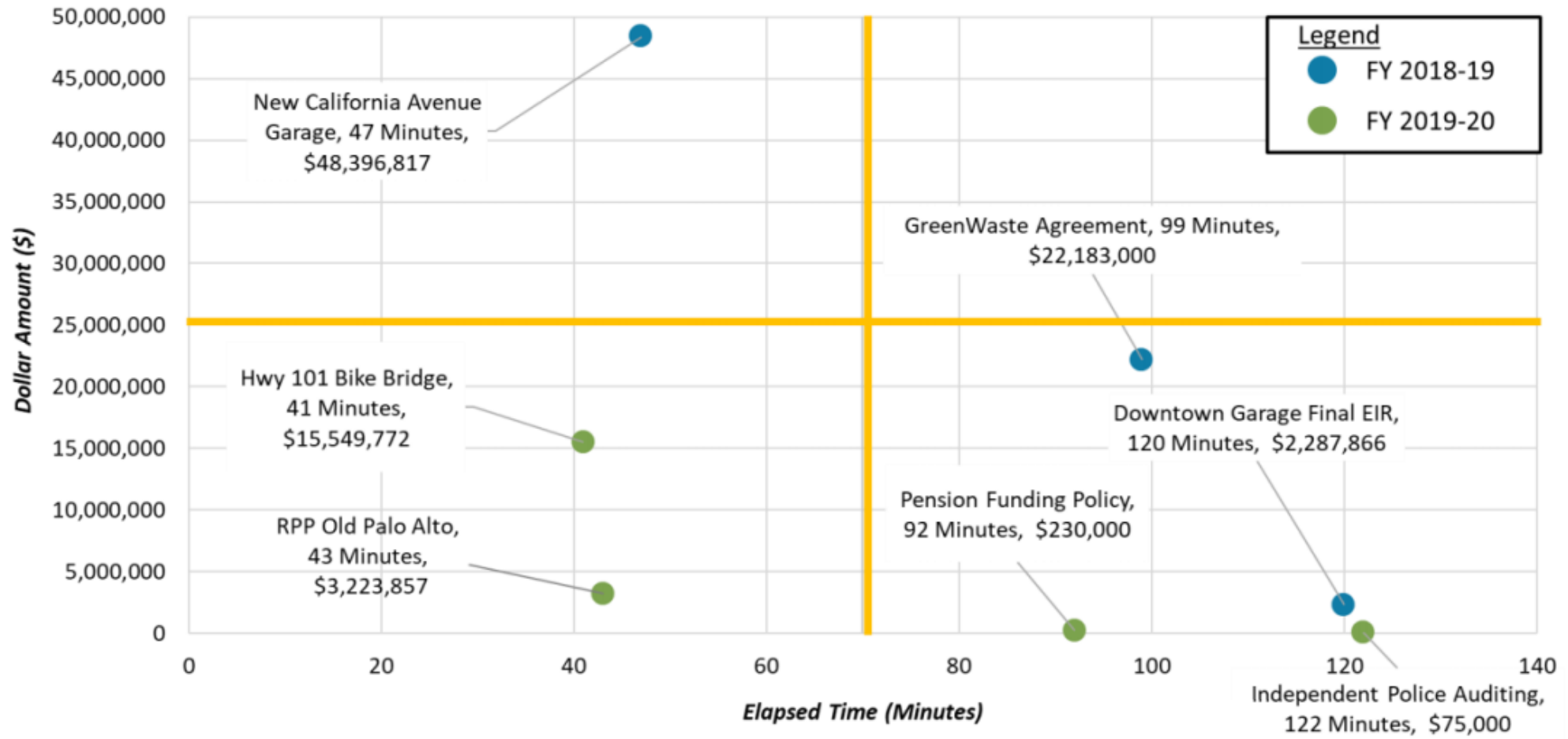
Represents discrete agenda items even though multiple contracts may have been awarded in some instances. In FY 2019/20, a total of 143 purchase contracts were awarded on Consent; 6 total purchase contracts were awarded from the Action Calendar, with one moved to Consent.

CITY COUNCIL RETREAT REFERRAL CONSENT AGENDA ELIGIBILITY (CONT'D.)



CITY COUNCIL RETREAT REFERRAL CONSENT AGENDA ELIGIBILITY (CONT'D.)

Table 7: Dollar Value and Action Agenda Time Duration



CITY COUNCIL RETREAT REFERRAL

CONSENT AGENDA ELIGIBILITY (CONT'D.)

Options for potential recommendations that the Finance Committee may consider for the full City Council's consideration and action:

- 1) Review the data analysis presented and affirm current practice,
- 2) Clarify the types of purchase contracts that must be placed on the Consent Calendar or as an Action Item in the City Council Procedures and Protocols Handbook,
- 3) Implement a contract dollar threshold for items that must be placed on the Consent Calendar or as an Action Item, and/or
- 4) Consider increasing thresholds for City Council approval of contracts and/or include indexing provisions for these thresholds.



RECOMMENDATION

Staff recommends the Committee review and accept this report and potentially provide any recommendation to the full City Council for additional action by staff.