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| REGULAR MEETING OF THE<br>CULVER CITY FINANCE<br>ADVISORY COMMITTEE<br>CULVER CITY, CALIFORNIA | November 13, 2013<br>7:00 p.m. |

## CALL TO ORDER & ROLL CALL

Chair Eriksson called the meeting of the Finance Advisory Committee to order at 7:02 p.m. in the Dan Patacchia Meeting Room.

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| **Members Present:** | **GORAN ERIKSSON**, Chair<br>**CRYSTAL ALEXANDER**, Vice Chair<br>**ALLAN AZRAN**, Member<br>**DESMOND BURNS**, Member<br>**RICHARD HIBBS**, Member<br>**SEAN KEARNEY**, Member<br>**ALEJANDRO LARA,** Member<br>**STEVEN REITZFELD**, Member |
| **Absent:** | **DAVID TROVATO**, Member |
| **Staff Present:** | **Jeff Muir**, Chief Financial Officer<br>**Gracie Hasan**, Secretary |

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## Pledge of Allegiance

The Pledge of Allegiance was led by Vice Chair Alexander.

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## Public Comment for Items NOT On the Agenda

Chair Eriksson invited public comment.

No cards were received and no speakers came forward.

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**Consent Calendar**

Item C-1

**Meeting Minutes**

**THE FAC PASSED A MOTION APPROVING THE MINUTES FOR THE REGULAR MEETING OF OCTOBER 9, 2013 (ABSENT MEMBER TROVATO).**

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**Action Items**

Item A-1

**Updates from the Finance Advisory Committee Ad Hoc Subcommittees**

Vice Chair Alexander distributed notes that she had made from the budget meeting and summarized them; discussed a webinar that she took on OpenGov; a cloud based system to map data from the City's financial system; marketing; creating a hyperlink to the adopted budget document; creating a budget in brief; financial policies; the City reserve policy; updates; crossover between subcommittees; and the survey on the City website.

Discussion ensued between Members and staff regarding posting information on the website; tracking which documents the public is most interested in; archiving older reports; navigation on the finance webpage; posting questions on the website; the process for developing the City budget; Commission input into the budget; practices of other cities; and the ongoing nature of the budget.

Jeff Muir, Chief Financial Officer, reported meeting with the City Manager regarding suggestions for a revised City budget process; he discussed the General Fund report and Year End Wrap Up; OpenGov; transparency; scheduling; the mid-year review; department and Commission involvement; the process; and input points.

Additional discussion ensued between staff and Members regarding actionable items; setting standards on timeframes; reserve policies; posting the audit for Fiscal Year 11-12 on the Internet; the Budget Monitoring Report for 2012-2013; keeping reports current; and archiving old reports.

**Action Items (Continued)**

Item A-1

Member Reitzfeld provided an update on the meeting of Rental Assistance Program (RAP) subcommittee; discussed program costs; the five-year limit; the amount paid for by the City; Federal programs; addressing the disabled and elderly population; and the Emergency Hotel Voucher Program.

Discussion ensued between Members and staff regarding Section 8 housing; the General Fund; vouchers; average subsidies; staffing costs; covenant monitoring; City monitoring vs. County monitoring; local control; the Saint Joseph Center contract; the homeless population in Culver City; outreach and usage; the voucher program; the Red Cross; repercussions of discontinuing the RAP; subsidies vs. funding; the five-year program; redevelopment money; financial commitments; length of time to phase out the program; remaining funds; clean up bills for the dissolution of redevelopment; whether the General Fund should pay for the program; direct costs and indirect costs; making sure that residents are aware of other types of assistance; evaluating services received by residents; criteria for determining levels of assistance; and City Council direction.

**THE FAC PASSED A MOTION THAT THE FINANCIAL ADVISORY COMMITTEE HAS DETERMINED THAT IT DOES NOT MAKE FINANCIAL SENSE THAT THE GENERAL FUND SUPPORT THE RENTAL ASSISTANCE PROGRAM, WITH MEMBER HIBBS ABSTAINING (ABSENT MEMBER TROVATO).**

Further discussion ensued between Members and staff regarding the homeless voucher program; addressing emergency situations; the Saint Joseph program; Community Development Block Grant funds; funding sources; efforts to address the homeless issue; mental illness in the homeless population; resistance to assistance; and tracking by the Saint Joseph program.

**THE FAC PASSED A MOTION THAT THE FINANCIAL ADVISORY COMMITTEE SUPPORT THE CONTINUATION OF THE HOMELESS VOUCHER PROGRAM WITH AN EXAMINATION OF ALTERNATIVE FUNDING SOURCES (ABSENT MEMBER TROVATO).**

Discussion ensued between Members and staff regarding the Communication Strategy and Measure Y Reporting Methodology subcommittee; information for Measure Y on the City website; practices of other cities that had a tax increase; reporting methods and timeframe; the amount of Measure Y money coming from residents vs. non-residents; the website re-design; how to present results off-line; the re-design of the City website; frequency of payment and reporting; and businesses that have not reported.

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## Items from Staff

Item S-1

### 2013 Second Quarter Measure Y Information

Jeff Muir, Chief Financial Officer, provided an update and distributed reports to Board Members that he summarized, noting the confidentiality of the information.

Discussion ensued between staff and Members regarding the budget for Fiscal Year 2013-2014; projections; Measure Y top collectors vs. top sales tax collectors; types of Measure Y businesses; confidentiality issues; the need for additional data; transaction tax vs. sales use tax; Geo Area reports; and other types of reports.

**THE FAC PASSED A MOTION THAT THE FINANCIAL ADVISORY COMMITTEE RECEIVE AND FILE THE REPORT (ABSENT MEMBER TROVATO).**

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Item S-2

### Staff Presentation on Web Financial/Budget Transparency Tools

Jeff Muir, Chief Financial Officer, provided a presentation on OpenGov.

Discussion ensued between staff and Members regarding salaries for other cities; the Grand Jury Reports; options for downloading the data; the ability to isolate data; revenue vs. expenditures; updates; historical data; comparisons; marketing the data to the public; internal feedback; the ability to add comments; soliciting feedback from the public; Next10.org; the California Budget Challenge; making priority decisions; previous budgets; city challenges; comparable cities; participation; and OpenGov.

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Item S-3

### Discussion of December Agenda

Discussion ensued between staff and Members regarding the storm water issue; the Culver City share of the overall watershed; the consulting firm; and subcommittee reports.

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**Items from Committee Members**

Vice Chair Alexander discussed an article in the newspaper regarding Cerritos and their redevelopment money.

Discussion ensued between Members and staff regarding the State Controller audit; the Department of Finance; protective measures taken; shifted assets; the possibility of a bond to pay off the state; side settlement discussions; and the order to return $22 million to the Successor Agency.

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**Adjournment**

There being no further business, at 9:11 p.m., the Finance Advisory Committee adjourned its meeting to Wednesday, December 11, 2013 at 7:00 p.m. in the Dan Patacchia Meeting Room.

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Gracie Hasan
SECRETARY of the Culver City Finance Advisory Committee
Culver City, California

APPROVED

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Goran Eriksson
CHAIR of the Finance Advisory Committee, Culver City, California