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CULVER CITY FINANCE ADVISORY COMMITTEE

REGULAR MEETING OF THE
CULVER CITY FINANCE
ADVISORY COMMITTEE
CULVER CITY, CALIFORNIA

June 10, 2015
7:00 p.m.

CALL TO ORDER & ROLL CALL

Chair Eriksson called the meeting of the Finance Advisory Committee to order at 7:00 p.m. in the Patio Meeting Room.

Members Present:	**CRYSTAL ALEXANDER**, Vice Chair **MAURICIO BLANCO**, Member **RICHARD HIBBS**, Member **SEAN KEARNEY**, Member **ALEJANDRO LARA,** Member **STEVEN REITZFELD**, Member **JOE SUSCA**, Member **DAVID TROVATO**, Member
Absent:	**GORAN ERIKSSON**, Chair
Staff Present:	**Jeff Muir**, Chief Financial Officer **Erica McAdoo**, Senior Budget Management Analyst **Michelle Villongco**, Secretary **Charles Herbertson**, Public Works Director **Eric Mirzaian,** Public Works **Damian Skinner**, Public Works **Lee Torres,** Public Works **Caden Young**, Public Works **Jane Leonard,** Transportation

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Pledge of Allegiance

The FAC recited the Pledge of Allegiance.

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Public Comment for Items NOT On the Agenda

Vice Chair Alexander 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 MAY 13, 2015 (ABSENT CHAIR ERIKSSON).

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Action Items

Item A-1

(1) Receive Presentation from Public Works on Status of Regional Urban Runoff Mitigation Plan; (2) Discuss the Creation of Subcommittees; (3) (If Desired) Creation of Subcommittees; and (4) (If Desired) Appointment of Members to Such Subcommittees

Charles Herbertson, Public Works Director, introduced his staff and provided an overview of the presentation on the status of the Regional Urban Runoff Mitigation Plan.

Caden Young, Public Works, provided an update on the status of the Enhanced Watershed Management Program plans for Ballona Creek and the Marina Del Rey Harbor Watersheds; he noted that numbers were becoming more finite as the submittal approached; reported that the permit was adopted in November 2012; compliance to the Clean Water Act, determines what the City is allowed to discharge; he discussed NPDS permits; compliance with the permit; implementing minimum control measures; inspecting businesses; public outreach; Watershed Management vs. Enhanced Watershed Management Plans (EWMP); efforts to comply with numerical limits; City Council approval of submittal of the EWMP; the 90 day review period; preventing trash from entering the creek; modeling; assuring the Regional Board that plans will be successful; sampling; and clarification that Culver City has a share in three watersheds.

Discussion ensued between staff and Committee Members regarding costs to develop the plans; testing location and frequency; monitoring; collaboration with environmental groups; different methods; data sharing; clarification that cities in the Ballona Creek Watershed group are working together and cost sharing; achieving compliance; going above and beyond; regional BMPs; working with the Culver City Unified School District; slopes; rain gardens; Low Impact Development; the amount that can be captured on public property; reliance on private property; 20-year implementation costs; actions by other cities that would help Culver City; the Marina Del Rey watershed; ground water levels; deadlines; different designations; circulation; monitoring in the main channel; storm surges; overflow checkpoints; funding mechanisms; the Costco project; a recent grant submission; clarification that the grant is capital with some administrative; monitoring; the installation of a rubber dam; the Mesmer Sewer Pump Station; the new Bankfield Station; the Green Streets feasibility study; independent projects; cost sharing with other cities; Culver City's location at the end-point; contributions to the project; the LFTF 1 project; drainage from the creek; grants; creation of an MOU for each city; the commitment of all the cities to the project; and the growing costs for the project.

Jeff Muir, Chief Financial Officer, discussed funding for research; funding by parcel; voter support for funding the process; education and outreach; good faith efforts; and conducting research to get feedback before going to the City Council.

Additional discussion ensued between staff and Committee Members regarding the timeline for a decision to be made regarding an amount to put on the ballot; whether there will be a requirement that something is cut to pay for Urban Runoff Mitigation; the purpose of the General Fund to pay for core services; money for the School District; the Redevelopment Agency; enacting a parcel based tax; acquisition of private property to build infiltration plants; length of time for construction; complications with using school land; deferring formation of subcommittees until new and reappointed members are in place; whether a July meeting would be held; and providing materials presented at this meeting and financing information to Members for the next meeting.

THE FINANCE ADVISORY COMMITTEE PASSED A MOTION DEFERRING CREATION OF SUBCOMMITTEES AND SELECTION OF SUBCOMMITTEE MEMBERS TO THE AUGUST 12, 2015 MEETING (ABSENT CHAIR ERIKSSON).

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Item A-2

Approval of Measure Y Report for Transmittal to City Council

Jeff Muir, Chief Financial Officer, reported that sales tax was preforming well and Measure Y would exceed the budget.

Discussion ensued between staff and Committee Members regarding capitalization of the word "consumer" in the left paragraph; clarification regarding the BestBuy item; Beats; gas station revenue; and electric cars.

THE FAC PASSED A MOTION THAT THE FINANCE ADVISORY COMMITTEE APPROVE THE MEASURE Y REPORT FOR TRANSMITTAL TO THE CITY COUNCIL WITH A MINOR TYPOGRAPHICAL CORRECTION (ABSENT CHAIR ERIKSSON).

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Item A-3

Receive Report from the Special Event Sponsorship Policy Review Ad Hoc Subcommittee

Vice Chair Alexander reported that the Special Event Sponsorship Policy Review Ad Hoc Subcommittee had been looking at what other cities are doing and focusing on the policy part rather than the application.

Member Hibbs discussed the model of Newport Beach; he indicated that they were looking to separate signature events and community events; he discussed funding for different types of events; money provided vs. credits for City fees; permits and applications; types of events permits are required for; grants given for the support and process; the call for applications; City Council approval; permits; the budget; the process; details of the program; charitable events vs. signatory events; differentiating the types of events; eligibility; and qualifications .

Discussion ensued between staff and Committee Members regarding current policy; developing a budget; establishing March as the time for application submittal; creating different tiers for events; funding levels; the Car Show vs. the Fireworks Show; total costs; direct contributions vs. staff costs; clarifying and including staff costs; clarifying actual costs; valuation criteria; whether events have to take place in Culver City; for profit vs. non-profit entities; weaning successful events off support; the requirement to submit a budget; including a revenue section reflecting City impact; creating a cost benefit analysis; the valuation criteria for signature events; mutually agreed upon performance measures; a post event report; for profit entities pitting cities against each other; Ciclavia; sponsors; whether Culver City is the beneficiary; requiring patronization of Culver City businesses; suggested vendors; a suggestion to email any additional comments; Brown Act issues; an observation that section E contains all the pertinent information in the document; deferring approval of the item until additional input is received; and the Committee agreed to continue the discussion to July 8, 2015.

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Item A-4

Discussion of Benchmarking Study

Erica McAdoo, Senior Budget Management Analyst, discussed using the shared website to place the document; conducting the analysis; the Urban Runoff Project; the status of the project and the goal of the project; the official work plan item; analyzing possibilities for alternative service delivery methods; and the need to wrap up the project.

Discussion ensued between staff and Committee Members regarding the report outline and analysis draft; box.com; efforts to make changes to the document; using the shared site; emailing information; formulating a schedule; whether to hold a meeting in July; the number of members available to attend a July meeting; the deadline to submit materials for the July agenda; incoming members; assigning specific members to specific subcommittees; and the Committee agreed to continue the discussion to July 8, 2015.

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Items from Staff

Item S-1

Discussion of July Agenda

Discussion ensued between staff and Commissioners regarding having the benchmarking item on the agenda; the sponsorship subcommittee; carrying over the creation of subcommittees to the August agenda; and issuing the Oath of Office to new Committee Members.

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Items from Committee Members

None.

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Adjournment

There being no further business, at 8:51 p.m., the Finance Advisory Committee adjourned its meeting to Wednesday, July 8, 2015 at 7:00 p.m. in the Dan Patacchia Meeting Room.

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Michelle Villongco
SECRETARY of the Culver City Finance Advisory Committee
Culver City, California

APPROVED

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

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

Martin R. Cole

Martin R. Cole
CITY CLERK

20 AUG 2015

Date