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CULVER CITY FINANCE ADVISORY COMMITTEE

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

November 11, 2015
7:00 p.m.

CALL TO ORDER & ROLL CALL

Chair Eriksson called the meeting of the Finance Advisory Committee to order at 7:01 p.m. in the Dan Patacchia Meeting Room.

Members Present:	**GORAN ERIKSSON**, Chair **RICHARD HIBBS**, Member **ALEJANDRO LARA,** Member **JANE LEONARD**, Member **STEVEN REITZFELD**, Member **BRIAN SUA**, Member **DAVID TROVATO**, Member
Absent:	**CRYSTAL ALEXANDER**, Vice Chair **SEAN KEARNEY**, Member
Staff Present:	**Jeff Muir**, Chief Financial Officer **Erica McAdoo**, Senior Budget Management Analyst **Michelle Villongco**, Secretary

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Pledge of Allegiance

Steven Reitzfeld led the Pledge of Allegiance.

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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

Discussion ensued between staff and Committee Members regarding stipulation as to whether absences are excused or not; the allowable number of absences; a request to indicate excused absences; and tardiness.

THE FAC PASSED A MOTION APPROVING THE MINUTES FOR THE REGULAR MEETING OF OCTOBER 14, 2015 (ABSENT VICE CHAIR ALEXANDER AND MEMBER KEARNEY).

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Action Items

Item A-1

Discussion of Benchmarking Study

Erica McAdoo, Senior Budget Management Analyst, expressed gratitude for the work done; reviewed information; and discussed titles, subtitles and the flow of the document.

Discussion ensued between staff and Committee Members regarding the title of the document; actual expenditures and revenues; a suggestion to call it the Culver City Municipal Benchmark Study; a suggestion to include an introduction explaining methodology used; documenting the process; clarification that the item is a work plan item directed by the City Council; day population for the City; source information; State Controller data; formatting; ordering cities by county; ordering the table alphabetically; property taxes; utility users tax; transit occupancy tax; different rates between different cities; itemizing; defining taxes; Measure U; supporting information; Department of Finance estimates; consistency; illustrating and analyzing differences; per capita revenue; costs; ranking; relevance; providing context; total revenue; revenue sources; zeros vs. no data; finding comparable cities; in-house services; weighted averages; methodology; average calculations; fees and charges; revenue types; enterprise funds; taxation revenue sources; operating revenues and expenditures; pie charts; highlighting outliers; making valid comparisons; averages; language used in the statement; changing the word budget to expenditure; clarifying that regional cities actually refers to other cities; wordsmithing and the addition of clarifying language; use of the word expense vs. expenditure; whether to combine animal, weed, street light and disaster categories into one category; clarifying comments to connect charts; figuring maintenance and landscaping costs; connecting statements; performance information; total amount spent; different classifications by different cities; combining street trees and landscaping with street maintenance; comparing average street maintenance costs per road mile; construction; capital projects; clarification that the grouping is controlled by the State Controller Data; Other Community Development; the dissolution of redevelopment; consistency of grammar; replacement of certain tables with graphical depictions; cities with golf courses; data dumps; a suggestion to bold the City names; placement of bullet points containing general statements; combined average increase to daytime population of the remaining cities; recalculations; clarifying figures; combined averages; the business tax composition; revenue by sources; licenses and permits; the General Fund; cities without General Funds or utilities; investment income; Finance Committee consideration of outliers; comparison cities; the reference to FTEs; the ratio of officers to citizens; adding context as to why the General Fund is important.; using a conversational voice; qualifiers; the basis of measurement used; normalizing data; Senior Service Centers; transit; costs per rider; annual service hours; and agreement by Committee Members Hibbs and Leonard to an interim review of the additional edits.

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Items from Staff

Item S-1

Discussion of December Agenda

Jeff Muir, Chief Financial Officer, discussed upcoming items scheduled for consideration at the December meeting.

Discussion ensued between staff and Committee Members regarding Measure Y, and the event sponsorship policy.

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Items from Committee Members

None.

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Adjournment

There being no further business, at 9:19 p.m., the Finance Advisory Committee adjourned its meeting to Wednesday, December 9, 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
CITY CLERK

Date