

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE  
CITY OF CULVER CITY FINANCE ADVISORY COMMITTEE

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

January 11, 2023  
7:00 p.m.

**CALL TO ORDER & ROLL CALL**

Chair Lachman called the regular meeting of the City of Culver City Finance Advisory Committee to order at 7:01 p.m. in the Dan Patacchia Meeting Room at City Hall.

**Members Present:**           ANDREW LACHMAN, Chair  
                                  DARREL MENTHE, Vice Chair  
                                  MARC BAUER, Member\*  
                                  ALEC DEMATTOS, Member  
                                  ANNE DIGA JACOBSEN, Member  
                                  JOHNNIE GRIFFING, Member  
                                  KEITH JONES, Member\*\*  
                                  KEVIN LACHOFF, Member

\*Member Bauer joined the meeting at 7:12 p.m.  
\*\*Member Jones joined the meeting at 7:08 p.m.

**Absent:**                       ROBERT QUINN, Member

**Staff Present:**             Lisa Soghor, Chief Financial Officer  
                                  Melissa Zak, Associate Analyst  
                                  John Figueroa, Senior Account Clerk

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**Pledge of Allegiance**

Chair Lachman led the Pledge of Allegiance.

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**Public Comment for Items NOT on the Agenda**

Chair Lachman invited public comment.

The following member of the public addressed the Committee:

Michelle Dennis, Equity and Human Relations Advisory Committee (EHRAC) Member, provided background on recommended Civil Discourse Guidelines adopted by the City Council in September; discussed development; intent; distribution; suggestions for incorporating the guidelines into meetings; review and annual training; and the timeline for implementation.

Discussion ensued between Ms. Dennis and Committee Members regarding providing a link to the Civil Discourse Guidelines when people sign up to speak online; attaching the guidelines to meeting agendas; allowing for respectful disagreement; and outreach to CBCs (Committees, Boards, and Commissions) and the public.

Member Jones joined the meeting.

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**Receipt and Filing of Correspondence**

Melissa Zak, Associate Analyst, indicated that no correspondence had been received.

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**Consent Calendar Items**

MOVED BY MEMBER GRIFFING AND SECONDED BY VICE CHAIR MENTHE THAT THE FINANCE ADVISORY COMMITTEE APPROVE CONSENT CALENDAR ITEMS C-1 THROUGH C-3.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: DEMATTOS, DIGA JACOBSEN, GRIFFING, JONES, LACHMAN,  
LACHOFF, MENTHE

NOES: NONE

ABSENT: BAUER, QUINN

**Item C-1**

**Approval of the Minutes for the Finance Advisory Committee Meeting of September 14, 2022**

THAT THE FINANCE ADVISORY COMMITTEE APPROVE MINUTES OF SEPTEMBER 14, 2022.

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**Item C-2**

**Approval of the Minutes for the Finance Advisory Committee Meeting of October 12, 2022**

THAT THE FINANCE ADVISORY COMMITTEE APPROVE MINUTES FOR THE FINANCE ADVISORY COMMITTEE MEETING OF OCTOBER 12, 2022.

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**Item C-3**

**Dissolution of the Council Correspondence Ad Hoc Subcommittee**

THAT THE FINANCE ADVISORY COMMITTEE DISSOLVE THE COUNCIL CORRESPONDENCE AD HOC SUBCOMMITTEE.

Member Bauer joined the meeting.

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**Order of the Agenda**

No changes were made.

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## Action Items

### Item A-1

**(1) Receive reports from the Government Efficiency Ad Hoc Subcommittee; (2) Receive reports from the Assets Ad Hoc Subcommittee; (3) Receive reports from the Structural Revenue Review Ad Hoc Subcommittee; (4) Discuss reports' recommendations and determine next steps; and (5) Provide direction to staff, if deemed appropriate**

Member Griffing reported on the work of the Government Efficiency Ad Hoc Subcommittee; discussed the Second Annual Governmental Efficiency Awards; coordination with the EHRAC and the City Clerk; the budget; number of submissions; the webpage; quantity of the awards; the Honorable Mention category; outreach; and the timeline.

Chair Lachman discussed the recent meeting of the Structural Revenue Subcommittee; follow up with the City Controller; communication with the City Manager; ensuring a consensus approach; mapping out revenue sources to provide a big picture map; development; fees being paid; comparisons with comparable cities; encouraging housing; affordability; public and private support for building the number of units that need to be built in the City; assessment and mapping; and lessons from Measure RE.

Discussion ensued between staff and Committee Members regarding the City User Fee Study.

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### Item A-2

#### **FAC – Receive an Update on the Culver City Economic Vitality Task Force**

Member Lachoff provided a report on the Economic Vitality Task Force meeting in November; discussed consideration of Los Angeles County COVID statistics; updates from Economic Development staff on City programs; economic vitality; direction for the going year; small business incubators; Discover Culver City; making the City a tourism destination; the Olympics; business linkage; attracting businesses; businesses being lost to other cities; and he indicated that the next meeting was scheduled for February.

Discussion ensued between Committee Members regarding bringing back the Culver Next Project.

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**Item A-3**

**FAC - (1) Approval of Measure CC and C Sales Tax Status Reports for Transmittal to City Council; and (2) Approval of Real Property Transfer Tax Status Report for Transmittal to City Council**

Lisa Soghor, Chief Financial Officer, provided a status report on Measures CC and C sales tax revenue.

Discussion ensued between staff and Committee Members regarding the holiday season; the process; the lag in numbers being reported; and the number of Kias registered in the City.

Lisa Soghor provided a status report on Real Property Transfer Tax.

Discussion ensued between staff and Committee Members regarding the process; when numbers are reflected; the slowing trend; the effect of interest rates on the market; money transferred into the pension trust funds to help cover unfunded liability; acknowledgement that the initial influx of money would not be consistent; unpredictability of the revenue source; determining which businesses were most affected; business license revenue figures; the grace period; businesses with physical locations; the progressive tax structure; and communication with the consultant.

MOVED BY MEMBER DIGA JACOBSEN AND SECONDED BY MEMBER JONES THAT THE FINANCE ADVSORY COMMITTEE AUTHORIZE TRANSMITTAL OF THE MEASURE CC, C, AND REAL PROPERTY TRANSFER TAX STATUS REPORTS TO CITY COUNCIL.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BAUER, DEMATTOS, DIGA JACOBSEN, GRIFFING, JONES,  
LACHMAN, LACHOFF, MENTHE

NOES: NONE

ABSENT: QUINN

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**Item A-4**

**FAC – (1) Draft Biannual Report to the City Council Regarding FAC 2022 Accomplishments and 2023 Proposed Activities; and (2) Authorize Transmittal to City Council**

Lisa Soghor, Chief Financial Officer, indicated that there would be time to consider the item further at the February meeting; she discussed staffing; the work plan; the

City-wide user fee study and review of impacts of development fees; work with the consultant; City costs to provide services; cost recovery; credit card fees; public meetings; subcommittee participation; and work toward current goals.

Discussion ensued between staff and Committee Members regarding Committee participation in the process; adding language to indicate “assisting the Finance Department with the 2023-2024 Work Plan” to allow for flexibility; the Parks Bond; items on the current work plan; implementation and review; gaging impacts of fees; working with departments to take all fees into consideration; the perception with seeing the larger financial picture of recently implemented fees; an article indicating that Culver City is the most expensive city in the area in terms of fees; a suggestion for a comparison with surrounding cities; the requirement that all fees be adopted by the City Council at a public hearing; looking ahead to the next fiscal year; continuing work on the current work plan; allowing the Committee time to think about things for the next meeting; consideration of costs to implement the Emergency Declaration; the Advisory Committee on Housing and Homelessness; audits; and borrowing.

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Item A-5

### **Discussion of February 8, 2023 Agenda**

Discussion ensued between staff and Committee Members regarding consideration of the work plan and subcommittee reports; an update on the awards schedule; gaining feedback on the letter sent to the City Council from new Council Members; comments made by the Vice Mayor at the last meeting requesting additional input from Committees, Boards, and Commissions (CBCs); and adding clarity with more specific agenda items.

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### **Public Comment – Items NOT on the Agenda (Continued)**

Chair Lachman invited public comment.

Melissa Zak, Associate Analyst, indicated that no additional public comment had been received.

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### **Items from Committee Members/Staff**

Lisa Soghor, Chief Financial Officer, provided an update on staffing efforts.

Chair Lachman expressed appreciation for the hybrid meeting structure and was looking forward to great work from the Committee in 2023.

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**Adjournment**

There being no further business, at 8:10 p.m., the City of Culver City Finance Advisory Committee adjourned their meeting to February 8, 2022.

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Melissa Zak  
SECRETARY of the Culver City Finance Advisory Committee  
Culver City, California

APPROVED

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Andrew Lachman  
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.

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Jeremy Bocchino  
CITY CLERK

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Date