

MEETING DATE:

December 17, 2007

AGENDA ITEM:

Discussion to Continue City Council/Culver City Sister Cities Subcommittee to the City Council meeting of January 28, 2008; or Direct Staff to Work with the Culver City Sister Cities Subcommittee to Become a 501 c(3), with the City Paying a Budget increase of \$2,000 to Pay for the Cost of Insurance; or 3) approve a Recommendation to Bring the CCSCC Under the Arm of the City and Allocate Funding for a Part Time City staff person to coordinate this effort at \$50,000/annually.

ATTACHMENTS

1. Culver City Sister City Committee Options

Pages

1

Culver City Sister City Committee (CCSCC) Options

Option A CCSCC becomes a 501 c(3)

Option B CCSCC becomes a part of the City

501 c(3)	CCSCC establishes its own 501 c(3), becoming generally independent of the City in its activities.	Additional part time staff person is hired. Estimated City cost of \$50,000/annually for new staff to manage/coordinate/monitor all CCSCC activities, finances, bank accounts, attend meetings, etc.
Board Members	CCSCC continues current practice.	City Council appoints Board Members and has final approval of CCSCC Board decisions.
Insurance	CCSCC obtains all insurance. City increases annual funding for CCSCC to purchase it annually-approximately \$2,000/year. This would cover Liability Insurance, Directors and Officers Insurance, and Volunteer insurance.	The City's insurance structure is such that the City pays the first \$1 million of each claim. Claims beyond this amount go through ICRMA*, which may impose certain conditions.
City Funding	Funding proposed to increase to \$16,000, to include the insurance policies and to be reviewed annually as part of the City's Budget.	City expenditure of \$50,000 for part time employee; funding beyond that amount to be reviewed as part of City Budget.
Finances	CCSCC maintains its own independent bank account with its own Tax ID number.	The City maintains bank accounts, budgets, expenditures, reimbursements, all of which are subject to audits.
By Laws	Review/amend as necessary.	Review/amend as necessary.
MOU	Establish MOU to clarify roles and duties of CCSCC and City and define who is a member.	The City would establish a structure to clarify roles and duties, etc. and define who is a member.

*ICRMA-Independent Cities Risk Management Authority-City of Culver City is a member along with 21 other cities in various counties. ICRMA is an association of California public entities, joined together to manage the cost of risk by providing its members with comprehensive risk management services and broad insurance coverage. The members pool their resources under a JPA Agreement to support their individual self insurance programs.