

THESE MINUTES ARE OFFICIAL & APPROVED BY THE
CULVER CITY FINANCE ADVISORY COMMITTEE

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

December 9, 2015
7:00 p.m.

CALL TO ORDER & ROLL CALL

Vice Chair Alexander called the meeting of the Finance Advisory Committee to order at 7:00 p.m. in the Dan Patacchia Meeting Room.

Members Present: **CRYSTAL ALEXANDER**, Vice Chair
 RICHARD HIBBS, Member
 SEAN KEARNEY, Member
 ALEJANDRO LARA, Member
 JANE LEONARD, Member
 STEVEN REITZFELD, Member
 DAVID TROVATO, Member

Absent: **GORAN ERIKSSON**, Chair
 BRIAN SUA, Member

Staff Present: **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

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 NOVEMBER 11, 2015 (ABSENT CHAIR ERIKSSON AND MEMBER SUA).

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Action Items

Item A-1

Approval of Measure Y Sales Tax Status Report for Transmittal to City Council

Vice Chair Alexander observed that the report was one of the main reasons for the creation of the Committee.

Erica McAdoo, Senior Budget Management Analyst, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding whether the City Council had ever made any comments at the presentation of the reports; clarification that Chair Eriksson is available to answer questions from the City Council; the Fiscal Year 16 budget project; final actuals; the relationship to Measure Y revenue vs. sales tax; exceptions; leveling off of revenue; businesses being brought into compliance; noticing; and formatting.

THE FAC PASSED A MOTION TO APPROVE SUBMISSION OF REPORT NO. 7 TO THE CITY COUNCIL (ABSENT CHAIR ERIKSSON AND MEMBER SUA).

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Item A-2

Discussion of Benchmarking Study

Erica McAdoo, Senior Budget Management Analyst, discussed the goal to move the study into approval mode for the January meeting; the current status of the

study; the process for calculating averages; corrections to calculation issues; and language edits.

Discussion ensued between staff and Committee Members regarding citizen interest in the FAC and the project; City Council utilization of the Benchmarking Study; the title change; adding the City seal to the document; the City seal vs. the City logo; the introduction; Committee representatives; methodology; definitions; the data points; appendix; the tone and voice of the document; review; City Council action once the document is submitted to them; length of the process; City Manager review; general findings; public view; changes to the way cities are sorted; finalizing the language of the document; daytime population information; the sources section; census figures; Benchmark City Revenue pie charts; data from the California State Controller's Office; expanding or collapsing data; the sorting order of categories; the Other Taxes category; Enterprise Funds; age of the data; the filtering process; corrections; length of the report; providing a summary; creating a useable document; General Government Expenditures; updated per capita figures; definitions; Transportation Expenses; Maintenance; General Operating Expenses; Public Works; designations; bus axle weight violations; Community Planning Expenditures; consistency; the State Controllers Report; General Fund revenue and expenses; program areas; updates; normalizing residency; FBI statistics; changing zeroes to indicate no data available; costs per rider; costs per annual service hour; putting data into context; Senior Services; Annual Admissions Registrations; Recreation Services; getting the right data; elimination of data that is unclear; the level of detail provided; programs and services that were chosen to be highlighted; other areas to explore; highlighting certain segments to add context; the cursory second review of the report; financial data; data points to correlate to dollar amounts; the importance of adding clarifying comments; cross referencing the tables; next steps in the process; and scheduling.

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Items from Staff

Item S-1

Discussion of January Agenda

Erica McAdoo, Senior Budget Management Analyst, discussed upcoming items scheduled for consideration at the January meeting.

Discussion ensued between staff and Committee Members regarding providing an update on the Event Sponsorship policy and Urban Runoff Mitigation.

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Items from Committee Members

None.

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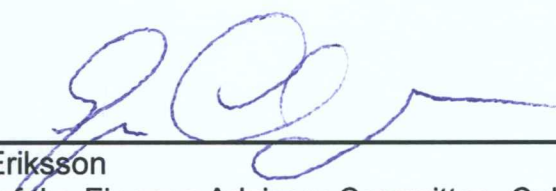
Adjournment

There being no further business, at 8:52 p.m., the Finance Advisory Committee adjourned its meeting to Wednesday, January 13, 2016 at 7:00 p.m. in the Dan Patacchia Meeting Room.

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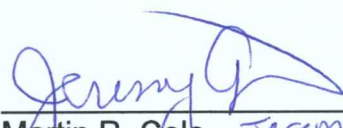
Michelle Villongco
SECRETARY of the Culver City Finance Advisory Committee
Culver City, California

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.



Deputy
Martin R. Cole
CITY CLERK

Date

5 MAY 2016