

**City of Culver City, California
Agenda Item Report**

Meeting Date: April 08, 2013		Item Number: A-1	
CITY COUNCIL AGENDA ITEM: Appointment of Members to the Finance Advisory Committee.			
Contact Person/Dept.: Jeremy Green/City Clerk's Office		Phone Number: (310) 253-5859	
Fiscal Impact: Yes ☐ No ☒ [X]		General Fund: Yes ☐ No ☒ [X]	
Public Hearing: ☐ []		Action Item: ☒ [X] Attachments: ☒ [X]	
Commission Action Required: Yes ☐ No ☒ [X] Date: _____			
Public Notification: Meetings and Agendas – City Council (04/02/13), Applicants (03/18/13).			
Department Approval: Martin R. Cole (04/02/13)		City Attorney Approval: Carol Schwab (by H. Baker) (04/02/13)	
Chief Financial Officer Approval: Jeff Muir (04/02/13)		City Manager Approval: John M. Nachbar (04/02/13)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council appoint members to the Finance Advisory Committee. <u>BACKGROUND:</u> At the meeting of October 22, 2012, based on direction provided at the meeting on October 8, 2012, the City Council adopted Resolution 2012-R094, establishing the Finance Advisory Committee (FAC) and approving its Bylaws. Consistent with the Bylaws, the FAC shall consist of up to nine members appointed by the City Council as follows: three seats for Culver City residents (Offices 1, 2, and 3); three seats for members of the Culver City business community (Offices 4, 5, and 6); one seat representing the staff level bargaining groups (Culver City Employees Association, Culver City Firefighters, Culver City Police Officers Association – Office 7); one seat representing the management level bargaining groups (Culver City Management Group, Culver City Fire Management, Culver City Police Management – Office 8); and one seat representing the Culver City Unified School District (CCUSD – Office 9)). The CCUSD representative shall be appointed by the CCUSD Board, and shall not be an elected member of the Board. The City Council shall have final approval of the CCUSD appointment.			

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Initially, one (1) Resident Member, one (1) Business Community member, both labor representatives and the member appointed by the CCUSD shall serve until June 30, 2014 with the remaining seats serving until June 30, 2016. Thereafter, the Resident Members, Business Community Members and CCUSD Member shall serve four year overlapping terms. The Labor Representatives shall serve two year terms.

Meetings are proposed to take place on a monthly basis on the 2nd Wednesday of the month at 7:00 PM. Because the FAC was created by formal action of the City Council, it is considered a "legislative body" and is, therefore subject to the Brown Act.

The application period ended on Thursday, January 17, 2013 at 5:00 PM.

A total of twenty-four (24) people submitted timely applications indicating an interest in serving on the FAC.

At the February 25, 2013 City Council meeting, staff presented the list of applicants for consideration of appointment by the City Council, during which it was determined that the applicants' qualifications had not been fully reviewed. City Council requested that all applicants be surveyed to determine eligibility for appointment and to bring back the item at a later date.

DISCUSSION:

Between February 26, 2013 and March 13, 2013, applicants were contacted to determine their eligibility and continued interested in serving on the FAC. Staff also confirmed, for those applicants who were eligible for both a resident and a business Office, whether they wished to be considered for both types of seat or only one type of seat. For those applying for a business seat, staff checked to confirm that their businesses had a Culver City Business Tax Certificate.

Once initial outreach was complete, on March 18, 2013 a second e-mail was sent to each applicant to confirm that their information was correct. This was followed-up on March 25, 2013 by an additional e-mail for those who had not responded to the March 18, 2013 e-mail.

From the list of eighteen (18) eligible remaining applicants, five (5) are eligible to apply for the business seats and sixteen (16) are eligible to apply as residents. Four (4) of the five (5) candidates who are eligible to apply for a business seat are also eligible and wish to be considered for a resident seat. Complete details are included on the revised Applicant List and Eligibility/Preference Table (Attachment 1.)

For the staff and management level bargaining group Offices, the different groups met and determined amongst themselves who would be the respective representatives to be considered for appointment this evening.

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Staff Level Bargaining Group – Office 7: the Culver City Employees Association (CCEA), Culver City Firefighters (CCF), and Culver City Police Officers Association (CCPOA) met and agreed and are proposing that the Representative for the first rotation be Desmond Burns (representing CCEA).

Management Level Bargaining Group – Office 8: The Culver City Management Group (CCMG), Culver City Fire Management (CCFM), and Culver City Police Management (CCPM) met and agreed and are proposing that the representative for the first rotation be Allan Azran (representing CCPM).

CCUSD – Office 9: The CCUSD Board has nominated Mr. Sean Kearney, CCUSD Director of Fiscal Services, for appointment by the City Council.

Consistent with the Bylaws, the City Council may determine to appoint up to three resident representatives and up to three business community representatives. Further, the City Council may determine to appoint the representatives proposed by the staff level bargaining groups, the management level bargaining groups, and the CCUSD, may choose to appoint other individuals meeting the criteria to those seats, or may determine to leave any or all of those seats vacant. Office 3, Office 6, Office 7, Office 8, and Office 9 would be appointed to terms expiring on June 30, 2014. Those appointments made to Office 1, Office 2, Office 4, and Office 5 would be for terms expiring on June 30, 2016.

FISCAL ANALYSIS:

The cost for advertisements totaled \$5,400, which was paid through the City Clerk's Office "Advertising and Public Relations" account (10111100.517300). For new appointments to the FAC, individuals who have not already completed AB 1234 Ethics training must do so, along with Brown Act training. Sufficient funds for training shall be included in the Non-Departmental Division of the City Manager's Proposed Budget for Fiscal Year 2013/2014.

ATTACHMENTS:

1. Applicant List and Eligibility/Preference Table
2. Copies of all applications (with personal information redacted)

MOTION:

That the City Council:

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1. Appoint _____ to fill (Resident) Office #1 for a term, expiring June 30, 2016;
2. Appoint _____ to fill (Resident) Office #2 for a term expiring June 30, 2016;
3. Appoint _____ to fill (Resident) Office #3 for a term expiring June 30, 2014;
4. Appoint _____ to fill (Business Community) Office #4 for a term, expiring June 30, 2016;
5. Appoint _____ to fill (Business Community) Office #5 for a term expiring June 30, 2016;
6. Appoint _____ to fill (Business Community) Office #6 for a term expiring June 30, 2014;
7. Appoint Desmond Burns to fill (Staff Level Bargaining Group) Office #7 for a term expiring June 30, 2014;
8. Appoint Allan Azran to fill (Management Level Bargaining Group) Office #8 for a term expiring June 30, 2014; and
9. Appoint Sean Kearney to fill (CCUSD) Office #9 for a term expiring June 30, 2014.