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CULVER CITY FINANCE ADVISORY COMMITTEE

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

March 9, 2016
7:00 p.m.

CALL TO ORDER & ROLL CALL

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

Members Present:
GORAN ERIKSSON, Chair
CRYSTAL ALEXANDER, Vice Chair
SEAN KEARNEY, Member
ALEJANDRO LARA, Member
JANE LEONARD, Member
STEVEN REITZFELD, Member
BRIAN SUA, Member

Absent:
RICHARD HIBBS, Member
DAVID TROVATO, Member

Staff Present:
Jeff Muir, Chief Financial Officer
Erica McAdoo, Senior Budget Management Analyst
Michelle Villongco, Secretary

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Pledge of Allegiance

Crystal Alexander 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

THE FAC PASSED A MOTION APPROVING THE MINUTES FOR THE REGULAR MEETING OF FEBRUARY 10, 2016 (ABSENT MEMBERS HIBBS AND TROVATO).

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Action Items

Item A-1

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

Discussion ensued between staff and Committee Members regarding a discrepancy in figures between the text and the graph; rounding figures; staff agreement to clarify; amazon.com; and distribution.

THE FAC PASSED A MOTION TO APPROVE TRANSMITTAL OF THE MEASURE Y SALES TAX STATUS REPORT TO THE CITY COUNCIL (ABSENT MEMBERS HIBBS AND TROVATO).

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Item A-2

(1) Discussion of Approved Work Plan; (2) Discussion of the Creation of Subcommittees; (3) (If Desired) Creation of Subcommittees; and (4) (If Desired) Appointment of Members to Such Subcommittees

Jeff Muir, Chief Financial Officer, discussed the need to reevaluate the document.

Discussion ensued between staff and Committee Members regarding the time frame for submission of the revised Work Plan to the City Council; updating item #1; Revenue Opportunities; Special Events; Benchmarking; Measure Y; changes to parking rates and restrictions; the RFP process for a new parking operator; the RFP for new parking access and revenue control equipment; increasing efficiency of egress in the structures; the availability of financial information online; updating the budget process; financial transparency; monitoring online financial information; addressing issues as they arise; Council Member interest; public interest; storm water issues; requirements; polling research; best efforts to comply; funding sources; assessment districts; sidewalk easements; maintenance of parkway areas; financial repercussions; drought tolerant plantings; ADA issues; the upcoming election; remaining project work; ongoing work; quarterly and annual tasks; gathering information for a more informed storm water discussion; eliminating task #4; having a mechanism to analyze information on the City website; best business practices; page view statistics; ensuring there is an action associated with the intention behind each work plan item; vendor updates; Committee structure; continuity of membership; the will of the City Council vs. labor group requests; the Management Group rotation of Members; regular Member terms; appointments; City policy with regard to partial term length; adjustment of bylaws; the importance of communication between Management Groups; extending the time period for Management Groups to provide for consistency; the importance of City Council input; work plan discussions; and agreement to hold the item until additional feedback is received from the City Council during budget work plan sessions and from the new City Council.

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Items from Staff

Item S-1

Discussion of April Agenda

Jeff Muir, Chief Financial Officer, discussed items for the April agenda including presentation on the transparency information and the website, and update on the Special Event policy.

Discussion ensued between staff and Committee Members regarding whether to keep the update of the work plan on the agenda as a placeholder, and budget input.

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Items from Committee Members

Chair Eriksson reported meeting with Chief Bixby and Allen Azran to discuss the Benchmarking Study.

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Adjournment

There being no further business, at 7:55 p.m., the Finance Advisory Committee adjourned its meeting to Wednesday, April 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.

05 MAY 2016

Martin R. Cole
Deputy CITY CLERK

Date