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REGULAR MEETING OF THE CULVER CITY FINANCE ADVISORY COMMITTEE CULVER CITY, CALIFORNIA	September 10, 2014 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 **MAURICIO BLANCO**, Member **RICHARD HIBBS**, Member **SEAN KEARNEY**, Member **ALEJANDRO LARA,** Member***** **STEVEN REITZFELD**, Member*** **JOE SUSCA**, Member **DAVID TROVATO**, Member**
Staff Present:	**Jeff Muir**, Chief Financial Officer **Gracie Hasan**, Secretary **Erica McAdoo**, Senior Budget Management Analyst

*Member Lara arrived at 7:06 p.m.
**Member Trovato arrived at 7:07 p.m.
***Member Reitzfeld arrived at 7:20 p.m.

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Pledge of Allegiance

Mauricio Blanco 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

Chair Eriksson pointed out a typo in item A-2 that staff agreed to correct.

THE FAC PASSED A MOTION APPROVING THE MINUTES FOR THE REGULAR MEETING OF AUGUST 13, 2014 (ABSENT MEMBERS LARA, REITZFELD AND TROVATO).

Member Lara joined the meeting.

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Action Items

Chair Eriksson indicated that Item A-1 would be deferred until Member Reitzfeld could be present.

Item A-2
(Out of Sequence)

Approval of Measure Y Report for Transmittal to City Council

THE FAC PASSED A MOTION TO (1) APPROVE THE DRAFT MEASURE Y STATUS REPORT; AND (2) AUTHORIZE SUBMISSION TO THE CITY COUNCIL (ABSENT MEMBERS REITZFELD AND TROVATO).

Member Trovato joined the meeting.

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Item A-3

Discussion of Comparative Cities for Benchmarking Study

Jeff Muir, Chief Financial Officer, reported that a spreadsheet had been compiled using feedback received from Committee Members.

Discussion ensued between staff and Committee Members regarding information received; revenue; population; density; income level; education level; housing prices; criteria; top cities; filters; and things that can be learned by comparing other cities that are different.

Secretary Hasan reported that Chair Eriksson had turned in his information for incorporation into the spreadsheet.

Additional discussion ensued between staff and Committee Members regarding benchmarking; the process by which Committee Members chose their cities; northern counties; innovative cities; the ideal number of cities; and statistics to pull from each city.

Member Reitzfeld joined the meeting.

Chair Eriksson indicated the need for Member Reitzfeld to be sworn in before continuing the meeting.

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Item A-1
(Out of Sequence)

Administration of the Oath of Office to Re-Appointed Committee Member

Jeff Muir, Chief Financial Officer, administered the Oath of Office to Re-Appointed Committee Member Steve Reitzfeld.

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Item A-3
(Continued)

Discussion of Comparative Cities for Benchmarking Study

Discussion of item A-3 resumed.

Erica McAdoo, Sr. Management Analyst, reported that all submissions were in and there were 18 cities that had received more than three votes.

Discussion of Comparative Cities for Benchmarking Study

Discussion ensued between staff and Committee Members regarding concern that there were not more northern California counties on the list; cities with two votes or above; subjectivity; eliminating Manhattan Beach and Beverly Hills; number of city employees; full service cities; geographic size; housing prices; and a feeling that 23 cities is a good start as some would be eliminated as comparisons are made.

Further discussion ensued between staff and Committee Members regarding next steps in the process; sources; available data; examining fiscal data; creating data research subcommittees; identifying data points; cities participating in opengov; actual vs. projected budget information; narrowing down the list; creation of spreadsheets; looking at the budgets of other cities; criteria to select the data points; combining the data points to distill down to a smaller amount; working alone vs. synergy; how many groups to form; and interaction, support and creative thought generated by meeting in a group.

THE FAC PASSED A MOTION TO CREATE THREE SUBCOMMITTEES TO EXAMINE BUDGETS FROM OTHER CITIES AND ESTABLISH DATA POINTS TO BE USED IN COMPARATIVE ANALYSIS.

Further discussion ensued regarding composition of the subcommittees.

THE FAC PASSED A MOTION TO APPOINT MEMBERS HIBBS, REITZFELD AND SUSCA, TO SERVE ON THE FIRST SUBCOMMITTEE; MEMBERS BLANCO, KEARNEY AND LARA TO SERVE ON THE SECOND SUBCOMMITTEE AND CHAIR ERIKSSON, VICE CHAIR ALEXANDER AND MEMBER TROVATO TO SERVE ON THE THIRD.

Additional discussion ensued between staff and Committee Members regarding dividing up the cities; examining the Culver City budget first to use as a benchmark; staff research; other cities conducting benchmarking studies; and establishing a group leader to be responsible for ensuring that each subcommittee moves forward.

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Item A-4

(1) Discussion and Approval of Draft Amended 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, provided a summary of the material of record.

Discussion ensued between staff and Members regarding removal of completed items from the Work Plan; the time consuming nature of remaining items on the list; the potential for the City Council to add items; and agreement to change the wording to "...encourage the addition of any items to the Work Plan as the City Council may see fit."

THE FAC APPROVED THE AMENDED WORK PLAN FOR TRANSMITTAL TO CITY COUNCIL WITH EDITS INCLUDING CHANGING WORDING TO READ: "ENCOURAGE THE ADDITION OF ANY ITEMS TO THE WORK PLAN AS THE CITY COUNCIL MAY SEE FIT."

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Items from Staff

Item S-1

Update on Stormwater Issue

Jeff Muir, Chief Financial Officer, indicated that he would follow-up on this item at a later date.

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Item S-2

Discussion of October Agenda

Jeff Muir, Chief Financial Officer, discussed upcoming agenda items.

Discussion ensued between staff and Members regarding adding subcommittee updates to the agenda.

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Items from Committee Members

Chair Eriksson asked that everyone review the contact list compiled by Gracie Hasan and make any changes necessary.

Discussion ensued between staff and Members regarding dissemination of the list.

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Adjournment

There being no further business, at 8:05 p.m., the Finance Advisory Committee adjourned its meeting to Wednesday, October 8, 2014 at 7:00 p.m. in the Dan Patacchia Meeting Room.

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Gracie Hasan
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.

Martin R. Cole Date
CITY CLERK