

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

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

February 10, 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
RICHARD HIBBS, Member
SEAN KEARNEY, Member
JANE LEONARD, Member
BRIAN SUA, Member
DAVID TROVATO, Member

Absent:

ALEJANDRO LARA, Member
STEVEN REITZFELD, Member

Staff Present:

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

o0o

Pledge of Allegiance

Richard Hibbs led the Pledge of Allegiance.

o0o

Public Comment for Items NOT On the Agenda

Chair Eriksson invited public comment.

No cards were received and no speakers came forward.

o0o

Consent Calendar

Discussion ensued between Committee Members regarding the omission of a request for an update on the sponsorship item on the February agenda, and a typographical error in the fourth line of the Discussion of Benchmarking study item on page 2.

Item C-1

Meeting Minutes

THE FAC PASSED A MOTION APPROVING THE MINUTES FOR THE REGULAR MEETING OF JANUARY 20, 2016 AS AMENDED (ABSENT LARA AND REITZFELD).

o0o

Action Items

Item A-1

Discussion of Benchmarking Study

Erica McAdoo, Senior Budget Management Analyst, highlighted changes made since the last discussion including: the addition of report highlights; additions to incorporate a section on General Fund Reserve targets; bullet points were added as well as data from other cities; grammatical changes; changes were made to the Fire Department and EMS pages; hyperlinks and page references were added; the conversion to pdf format; updated calculations; exclusion of Monterey and Campbell since they are contract cities; revisions to calculations; updates to data in the narrative; General Fund Reserve policies; the Contingency Reserve policy; and the Glossary of Terms.

Discussion ensued between staff and Committee Members regarding missing hyperlinks; reserve policies; minor changes to wording; and review of the figures by the Fire and Police Chiefs.

THE FAC PASSED A MOTION TO AUTHORIZE TRANSMISSION OF THE BENCHMARKING STUDY TO THE CITY COUNCIL WITH MINOR CHANGES AS DISCUSSED (ABSENT LARA AND REITZFELD).

Additional discussion ensued between staff and Committee Members regarding clarification that the Study would be presented to the City Council on the February 22, 2016 meeting agenda; a suggestion that Committee Members attend that City Council meeting; and appreciation to staff and Committee Members for their efforts.

o0o

Item A-2

Presentation and Discussion of General Fund Financial Forecast

Jeff Muir, Chief Financial Officer, discussed the update of the General Fund Forecast; the extension of the initial five-year forecast; significant increases in CalPERS employer costs; illustrating the sunset of Measure Y; projected actuals for 2015-2016; Fines and Forfeitures; expenditure categories; capital expenditures; assumptions; one-time sales tax adjustments this year; normalizing figures; Real Property Transfer Tax; one-time or surplus monies; identified trends; the erosion of certain Utility Users Tax categories; decreased water consumption; future cost increases; cable TV; telecom; use of a consultant to help forecast changes to laws that will affect revenue; solar; one-time costs; ongoing costs; increases to the baseline operating budget; Cost of Living Adjustments; personnel; retirements; turnover; savings; modest surpluses forecast before infrastructure investments are made; the opportunity to partner with Costco to address storm water issues; grants; additional resources to fund storm water improvements; the 30% contingency reserve requirement; increases to the annual operating budget; increased reserves; setting aside 10% of Parks and Recreation fees to pay for wear and tear of the facilities; unassigned fund balance; infrastructure assumptions; use of reserves over the forecast; and clarification that the forecast and trend are very similar to last year.

Discussion ensued between staff and Committee Members regarding clarification that the fiber investment is already taken out; financing the fiber project; economic development; the amount of revenue eventually produced; maintenance; operational costs; repayment; clarification that the City will build the infrastructure and lease it to carriers; the prohibitive nature of the investment needed for some carriers to get into the City; the Facilities Planning Reserve; one-time land sale proceeds; addressing the sunset of Measure Y; classifying funds from Airbnb if there are any; examining declining economy scenarios; stock market volatility; positive trends; TOT revenue; the new hotel; changes in car dealer ownership; and revenue generated by car purchases vs. service.

o0o

Items from Staff

Item S-1

Discussion of March Agenda

Discussion ensued between staff and Committee Members regarding items for the March agenda; the sponsorship item; the election; the budget process; the WorkPlan; the County proposal to charge fees for stormwater; and the development of County Measure R2 for transportation.

o0o

Items from Committee Members

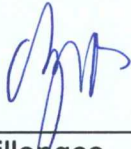
None.

o0o

Adjournment

There being no further business, at 8:04 p.m., the Finance Advisory Committee adjourned its meeting to Wednesday, March 9, 2016 at 7:00 p.m. in the Dan Patacchia Meeting Room.

o0o



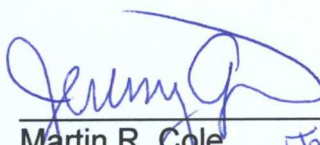
Michelle Villongco
SECRETARY of the Culver City Finance Advisory Committee
Culver City, California

APPROVED

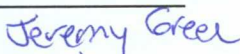


Goran Eriksson
CHAIR of the Finance Advisory Committee, Culver City, California

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.



Martin R. Cole
Deputy City Clerk



Jeremy Green

5 MAY 2016
Date