

THESE MINUTES ARE NOT OFFICIAL
UNTIL APPROVED BY THE CITY COUNCIL,
CULVER CITY PARKING AUTHORITY,
CULVER CITY HOUSING AUTHORITY BOARD,
AND SUCCESSOR AGENCY TO THE CULVER CITY
REDEVELOPMENT AGENCY BOARD

REGULAR BUDGET MEETING – CITY WORK PLANS
MEETING OF THE CITY COUNCIL
SUCCESSOR AGENCY TO THE CULVER CITY
REDEVELOPMENT AGENCY BOARD,
CULVER CITY HOUSING AUTHORITY BOARD
AND CULVER CITY PARKING AUTHORITY
CULVER CITY, CALIFORNIA

March 8, 2022
3:00 p.m.

Call to Order & Roll Call

Mayor Lee convened the regular budget meeting – City Work Plans of the City Council, Successor Agency to the Culver City Redevelopment Agency Board, Culver City Housing Authority Board and Culver City Parking Authority to order at 3:02 p.m. in the Mike Balkman Chambers at City Hall via Webex.

Present: Daniel Lee, Mayor
Albert Vera, Vice Mayor
Göran Eriksson, Council Member
Alex Fisch, Council Member
Yasmine-Imani McMorris, Council Member

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Pledge of Allegiance

Mayor Lee led the Pledge of Allegiance.

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Community Announcements by City Council Members/Information Items from Staff

Council Member Fisch noted that it was International Women's Day which he felt was something to celebrate and to fight for.

Mayor Lee discussed a paid equity bot on Twitter that Tweets back at companies who post about celebrating the day to reveal pay disparities, and he noted the importance of putting equity into practice to eliminate pay disparities.

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Joint Public Comment - Items Not on the Agenda

Mayor Lee invited public comment.

The following members of the public addressed the City Council:

Karim Sahli indicated that he did not need to speak.

Walter Lamb, Ballona Wetlands Land Trust, provided background on the organization, announced a bike ride beginning at the Culver Slauson Recreation Center on March 12 to celebrate the opening of the gates for Area A noting that additional information was available at ballona.org/bike-tour; discussed coordination with local schools; extending bus service on Saturdays; field trips; opening the Jackson Gate; the Santa Monica Bay Watershed; the National Estuary Program; and the Santa Monica Bay Restoration Commission.

Mayor Lee noted that Bike Culver City and Women on Bikes Culver City would likely be interested in participating in the March 12 event.

George Montgomery was called to speak but was not present on Webex.

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Receipt and Filing of Correspondence

MOVED BY COUNCIL MEMBER MCMORRIN, SECONDED BY COUNCIL MEMBER FISCH AND UNANIMOUSLY CARRIED, THAT THE CITY COUNCIL RECEIVE AND FILE CORRESPONDENCE.

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Order of the Agenda

No changes were made.

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Item A-1

CC:HA:PA:SA - (1) Presentation and Consideration of Current and Proposed Work Plans for City Departments; and (2) (If Desired) Direction to the City Manager as Deemed Appropriate

Rolando Cruz, Chief Transportation Officer, discussed Fiscal Year 2021-2022 Transportation Department accomplishments and the Fiscal Year 2022-2023 Work Plan.

Mike Tobin, Deputy Transportation Officer, provided an overview Culver CityBus operations, goals, and planned enhancements.

Samantha Blackshire, Transit Operations Manager, provided an overview of CityRide operations, goals, and enhancements.

Diana Chang, Mobility Planning Manager, discussed plans for the Jefferson Circulator and provided an overview of CityShare operations, goals, and enhancements.

Alison Cohen, Fleet Services Manager, provided an overview of CityFleet operations, goals, and enhancements.

Nick Szamet, Transportation Administration Manager, discussed the department's planned administrative efforts for Fiscal Year 2022-2023.

Discussion ensued between staff and Council Members regarding appreciation to staff for their hard work; identification of synergies and overlapping services over all departments; fiscal prudence; emphasizing wellness and mental health; ensuring that staff is feeling well and supported; appreciation for the leadership of Transportation; connecting the community; improving quality of life; ensuring that Fox Hills is included in the process; the Fare Equity Initiative; expanding free fare days; staffing issues; building awareness; creating a partnership event for Fox Hills; stigma around bus usage; investment in micro-mobility; e-bikes; MOVE Culver City; Key Performance Indicators (KPIs); planned outreach; grants; electrification plans; Transportation Demand Management (TDM); commuter induced traffic; micro-transit; CityRide; senior services; cost sharing; service analysis; system performance; addressing labor issues; route changes; impacts of the train station; creation of a hub and spoke system; discounted or free fares for certain income levels; concern that free transit

becomes worthless; encouraging people to ride the buses; providing a high quality system; evaluating MOVE Culver City; next phases; addressing issues; outreach; usage data; concerns that the Downtown circulator does not have windows; creating affordability with a monthly pass; using regional funding; the pilot program for MOVE Culver City; creation of a Technology Road Map; adjusting priorities; addressing issues with the radio system; conducting a Comprehensive Service Analysis; senior mobility; creation of programs for seniors to actively use and understand; reduced numbers of operators and manpower; retention; ridership numbers for the circulator; addressing initial issues; reliability of service; goals to increase ridership; attracting employees; student ridership; organized rides for the Senior Center; mobile device chargers on electric buses; enhancing consistency and reliability of the electric bus circulator; piloting vehicles; the American Rescue Plan; funding for electric infrastructure; ridership tracking; rider surveys; quarterly data reports; the Free Fare Pilot Program; increasing ridership; working class people on the buses with free fares; conducting a financial analysis; allocation of Transportation funding; essential services; cell phone charging at bus stops; recruitment efforts; social media; free fares during the pandemic; and providing equitable solutions.

Mayor Lee invited public input.

The following member of the public addressed the City Council:

Karim Sahli expressed appreciation to staff for the presentation; discussed MOVE Culver City; collaboration with Bike Culver City; the ability to make improvements in the pilot program; light sequences; data measurements; providing visual bike counters; extending MOVE Culver City to Elenda and Adams before moving to La Cienega and Jefferson; improvements to circulator service; using the app to alert the bus to wait for a few moments; providing street cleaners for protected bike lanes; street Wi-Fi; increased visibility for buses; and BikeShare.

Mayor Lee encouraged Mr. Sahli to reach out to the Transportation Department to provide additional comment.

Michele Williams, Chief Information Officer, introduced staff; expressed appreciation for the collaboration with all City departments; and she provided an update on the Fiscal Year 2021-2022 Information Technology Department Work Plan and an overview of the proposed Work Plan for 2022-2023.

Discussion ensued between staff and Council Members regarding appreciation to staff for the detailed presentation and diligent work; partnerships; technology enhancements; expanded Wi-Fi; important community investments; Culver Connect; GIS data; interactive maps; linking to online GIS tools through SCAG (Southern California Association of Governments); cyber security; industry standards; staff agreement to provide Council Members with a memo to clarify overall security measures taken; cloud-based functions; risk assumed by vendors; the dynamic nature of IT (Information Technology); downloadable files on the website; providing a link to the Healthy Cities site; email filtering; unintended consequences; time sensitive materials; Fire Station #1; 5G placement; Wi-Fi; emergency services; provider interest; service expansion; the City partnership with Onward; advancing economic development for businesses; the network footprint through business corridors; use of City infrastructure to deliver services; and fiber optic options.

Mayor Lee invited public comment.

The following member of the public addressed the City Council:

Karim Sahli discussed synchronization of the City calendar and the Legistar calendar on the City website; limitations of Webex; appreciation to Mayor Lee for clarifying differences between Onward and Ting; recording quality of City Council meetings; GIS data; and providing a 3-D representation of the City to developers and stakeholders.

Sol Blumenfeld, Community Development Director, provided an update on the Fiscal Year 2021-2122 Community Development Department Work Plan and an overview of the proposed Work Plan for 2022-2023.

Mayor Lee invited public comment.

The following member of the public addressed the City Council:

Karim Sahli questioned whether a consultant would be hired to secure grants; discussed the need for a parking code update; installation of a gate that would make it easy to close Downtown to traffic for special events; website updates; community meetings for the Downtown vision; and concern with potential conflicts between Media Park improvements with the Downtown vision.

Discussion ensued between staff and Council Members regarding appreciation to staff for the presentation; integration of the new calendar with the existing calendar; the importance of transparency; use of differing ways to synthesize and present information; regular updates on key projects; data points; measuring impact vs. need; graphics; the number of programs in Community Development; staffing; metrics; Council updates; creation of a messaging campaign to help explain how housing needs are being addressed; concern with the villainization of unhoused people; trauma informed care and response; wellness and showing support for staff; retention; mental health; ensuring a clear vision and theme for the work ahead; SB (Senate Bill) 10; land use; parking maximums; the ADU (Accessory Dwelling Unit) program; developer discretion regarding program monies; the amnesty program for illegal units; the affordability covenant; the Advanced Planning Division; staff shortages; grants; ensuring that employees feel heard and supported; keeping an equity mind-set; the affordable housing ballot measure; the low-moderate income housing fund; funding sources; the permitting center; best practices; increasing online accessibility; feedback from the community on the processes; enforcement services; community outreach to various stakeholder groups; SB 35; approval of the Culver Palms Methodist project; Redevelopment Law; calls for service regarding unhoused individuals; contextualizing complaint sources; programs coming to fruition; Project Homekey; Phase 2 of the Reach Code; keeping methane out of new construction; codes and construction in other countries; passive house construction; prioritizing staffing the Building Division and the Housing Division; evaluation of St. Joseph's before the contract comes up again; appreciation for the work of staff; revitalization of Ballona Creek; enhancing housing and homeless services; the outdoor dining program; capital investment and operation costs for the motel conversion program; the importance of housing people or keeping people from slipping into homelessness; Town Plaza; access to The Steps; operating agreements; creation of an annual calendar; coordination with stakeholder groups; the Homeless Management Information System; addressing needs of the unhoused in conjunction with housing; interfacing with the unhoused; the Mobile Crisis Response Team; sustainable building codes; Mayors for Building Electrification; expanding provisions around solar panels and passive heating and cooling systems to commercial buildings; incentives for fiber optic technology; sourcing sustainable materials; greenhouse gases; LEED (Leadership in Energy and Environmental Design) certification; communication with Los Angeles City Council offices regarding consideration of modular construction for the unhoused at the Venice lot; and

engagement of a firm to create messaging for the work being done.

Onyx Jones, Assistant City Manager, discussed reorganization noting that Administrative Services now includes Finance as well as Human Resources which includes Risk Management and the Equity and Human Relations Division, and she introduced the new Chief Finance Officer.

Lisa Soghor, Chief Finance Officer, expressed excitement to be part of the department; thanked staff for their work and support in getting up to speed; discussed staffing vacancies; and she provided a status report on the Fiscal Year 2021-2022 Finance Department Work Plan and the proposed Work Plan for Fiscal Year 2022-2023.

Discussion ensued between staff and Council Members regarding appreciation to staff; the potential ballot measure; updating the budget and expenses on the website; lack of public participation in the budget process; helping people understand the budget and tools to make the budget more accessible; support for regular budget updates to the City Council; scheduling issues as potentially contributing to the lack of attendance at budget meetings; accounting for every possibility; issues highlighted by the pandemic that could be addressed; the experiences of Malibu; and participatory budget processes.

Onyx Jones, Assistant City Manager, introduced and thanked Interim Human Resources Director, Steven Pham for his work noting that finalization of a permanent Human Resources Director was happening this week.

Steven Pham, Interim Human Resources Director, introduced Human Resources Department staff and acknowledged the excellent work accomplished by the small team; he discussed the department mission; restructuring of the department; adding a Risk Management section; reprioritizing and streamlining services; creation of a plan for implementation by the next Director; current staffing structure and levels; and he provided an overview of the proposed Human Resources Work Plan for Fiscal Year 2022-2023 and highlighted accomplishments for Fiscal Year 2021-2022.

Discussion ensued between staff and Council Members regarding appreciation to staff for their efforts; concern with staffing levels; employee wellness and retention; internships; creation of a position to focus on equity in the City Manager's Office

overseeing Public Safety review; tracking public feedback; accountability; the My Brother's Keeper program; encouraging volunteer assistance; restrictions under COVID protocol; community involvement; reflecting the value of work with compensation; duties of the Employee Benefit Specialist; clarification regarding continuous recruitment; outreach; departments taking a more involved approach; collaboration between departments and Human Resources staff; evaluating the value of the Civil Service Commission to employees; availability and attendance issues; interactions with the Equity and Human Relations Advisory Committee (EHRAC); updates from all Commissions, Boards and Committees regarding work accomplished year to year and effectiveness; staff time necessary for Committees, Boards and Commissions; Juneteenth; the minimum wage; past approval for a Human Relations and Equity position; refocusing goals and objectives of the Civil Service Commission; allowing time and providing direction to the EHRAC; support for the level of leadership in the City; the need for additional staffing; increased growth of the City; meeting goals and objectives of the City Council; and identification of intern talent from the UCLA Luskin School and other area universities with graduate programs that could lead to staffing.

John Nachbar, City Manager, expressed appreciation to Council Member McMorris for her concern about staffing and impacts on the organization; discussed the Great Resignation; retirements; the impacts of COVID; increased demands for public service; recruitment and retention; competition for resources; employees who needed to retire in order to maintain health benefits; appreciation to City employees for their dedicated work during difficult times; and he assured the City Council that the Management Team was doing everything possible to address the employment situation.

Shelly Wolfberg, Assistant to the City Manager, introduced department staff and the presentation on the work done in Fiscal Year 2021-2022 and on the proposed Fiscal Year 2022-2023 Work Plan for the City Manager's Office; she indicated that the City Clerk and Cultural Affairs Divisions would be included in the presentation in alignment with organizational changes; and she discussed communications and community engagement.

Helen Chin, Assistant to the City Manager on Homelessness, discussed coordination with other departments and organizations to address issues related to housing and homelessness; the 2018 Plan to Prevent and Combat Homelessness; enhancements to housing

and homeless services; and ongoing work to implement City Council priorities.

Jesse Mays, Assistant City Manager, discussed collaboration between the Housing Division and the City Attorney's Office to create guidelines and forms; annual permissible rent increases; rent adjustments; rent control; the residential rental registration process; residential rental fees; transitioning tasks to the Housing Division; COVID-19 emergency response; Culver Connect; the City-wide fiber network project; and permitted cannabis businesses.

Helen Chin, Assistant to the City Manager on Homelessness, discussed creation of the Mobile Crisis Intervention Program.

Jesse Mays, Assistant City Manager, presented highlights of the City Clerk's Office Work Plan for Fiscal Year 2021-2022 and the proposed Work Plan for Fiscal Year 2022-2023; he noted that the City Clerk had implemented the bi-annual reports from Committees, Boards and Commissions due to begin in April 2022 and continue twice per year thereafter; and he presented highlights of the Cultural Affairs Department Work Plan for Fiscal Year 2021-2022 and the proposed Work Plan for Fiscal Year 2022-2023.

Punit Chokshi, Senior Management Analyst, discussed work on internal controls; updates to municipal codes; and City Council policies and procedures.

Onyx Jones, Assistant City Manager, discussed a potential affordable and workforce housing ballot measure; partnership between the City and the School District; work of the subcommittee to acquire additional information; coordination with the School District on COVID-19 related policies; and collaboration with West Los Angeles College on projects of shared interest.

Mayor Lee invited public comment.

The following member of the public addressed the City Council:

Karim Sahli expressed support for City employees and thanked the City Manager for his comments; expressed hope that the Mobility Crisis Intervention Program would receive proper budgeting and move forward quickly; discussed cannabis taxes; and budgeting for Cultural Affairs events to exploit the Plaza as intended.

Discussion ensued between staff and Council Members regarding support for the presentation, leadership by the City Manager, and the diligent work of staff; surveying current staff to gauge wellness needs; the new Human Resources Director; employee assistance programs; working through issues; life-long commitments; steering Performing Arts Grant Program performances to the Plaza; the difficult time for government entities; crafting a process to expand public comment and involvement in allocating Arts funding and grants; participatory budgeting; and acknowledgement of challenges presented by the pandemic.

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Public Comment - Items Not on the Agenda

None.

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Items from Council Members

None.

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Council Member Requests to Agendize Future Items

None.

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Adjournment

There being no further business, at 9:26 p.m., the City Council, Successor Agency to the Redevelopment Agency Board, Culver City Housing Authority Board and Culver City Parking Authority adjourned to a regular meeting to be held on March 14, 2022.

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Jeremy Green
CITY CLERK of Culver City, California
EX-OFFICIO CLERK of the City Council and SECRETARY of the
Successor Agency to the Culver City Redevelopment Agency
Board, Culver City Parking Authority, and Culver City Housing
Authority Board
Culver City, California

DR. DANIEL LEE
MAYOR of Culver City, California and CHAIR of the Successor
Agency to the Culver City Redevelopment Agency Board, Culver
City Parking Authority, and Culver City Housing Authority
Board

Date: _____