

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE
CITY OF CULVER CITY FINANCE ADVISORY COMMITTEE

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

March 9, 2022
7:00 p.m.

CALL TO ORDER & ROLL CALL

Vice Chair Menthe called the regular meeting of the City of Culver City Finance Advisory Committee to order at 7:00 p.m. via Virtual Webex.

Members Present: DARREL MENTHE, Vice Chair
MARC BAUER, Member
JOHNNIE GRIFFING, Member
KEITH JONES, Member
KEVIN LACHOFF, Member

Absent: ANDREW LACHMAN, Chair
ANNE DIGA JACOBSEN, Member
ROBERT QUINN, Member

Staff Present: Lisa Soghor, Chief Finance Officer
Erica Melton, Financial Systems and Purchasing
Manager
Punit Chokshi, Senior Management Analyst
John Figueroa, Senior Account Clerk

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Pledge of Allegiance

Member Griffing led the Pledge of Allegiance.

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Public Comment for Items NOT on the Agenda

Vice Chair Menthe invited public comment.

John Figueroa, Senior Account Clerk, indicated that there had been no requests to make public comment for Items NOT on the Agenda.

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Receipt and Filing of Correspondence

MOVED BY MEMBER LACHOFF AND SECONDED BY MEMBER GRIFFING THAT THE FINANCE ADVISORY COMMITTEE RECEIVE AND FILE CORRESPONDENCE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BAUER, GRIFFING, JONES, LACHOFF, MENTHE

NOES: NONE

ABSENT: DIGA JACOBSEN, LACHMAN, QUINN

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Consent Calendar Items

Item C-1

Approval of the Minutes for the Finance Advisory Committee Meeting of February 9, 2022

MOVED BY MEMBER LACHOFF AND SECONDED BY VICE CHAIR MENTHE THAT THE FINANCE ADVISORY COMMITTEE APPROVE MINUTES FOR THE REGULAR MEETING OF FEBRUARY 9, 2022.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BAUER, GRIFFING, JONES, LACHOFF, MENTHE

NOES: NONE

ABSENT: DIGA JACOBSEN, LACHMAN, QUINN

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

FAC - Receive an Update on the Culver City Economic Recovery Task Force (ERTF)

Member Lachoff reported that there had been no meeting of the Economic Recovery Task Force since the previous Finance Advisory Committee meeting in February.

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Item A-2

(1) Approval of Measure CC and C Sales Tax Status Reports for Transmittal to City Council; and (2) Approval of Measure RE Status Report for Transmittal to City Council

Erica Melton, Financial Systems and Purchasing Manager, provided a summary of the material of record and agreed to correct an inconsistency with file names.

Discussion ensued between staff and Committee Members regarding an observation that there was a cannabis business in the Top 25; different permit types available; clarification that in the first half of Fiscal Year 2021-2022 the amount generated is almost as much as all of Fiscal Year 2020-2021; projections for the second half of Fiscal Year 2021-2022; the mid-year budget report being presented to the City Council on March 14; adjustments to revenue sources; historic trends; a request that staff provide a more detailed analysis of different properties generating revenue for the last six months; distribution of properties; work of the consultant; tiered categories; commercial vs. residential; payments coming from the Los Angeles County Tax Assessor; lag-time with reporting; property tax data; gaging material effects of the tax; use of Hinderliter de Llamas (HdL) for tax services; projecting property taxes; and an observation that Culver City has one of the highest tax rates in the state.

MOVED BY MEMBER BAUER AND SECONDED BY MEMBER LACHOFF THAT THE FINANCE ADVISORY COMMITTEE APPROVE THE MEASURE CC AND C SALES TAX STATUS REPORTS, AS WELL AS THE MEASURE RE TAX STATUS REPORT FOR TRANSMITTAL TO THE CITY COUNCIL.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BAUER, GRIFFING, JONES, LACHOFF, MENTHE

NOES: NONE
ABSENT: DIGA JACOBSEN, LACHMAN, QUINN

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Item A-3

FAC - Discussion Regarding FAC Recommendations to the City Council for the Fiscal Year 2022/2023 Budget

Erica Melton, Financial Systems and Purchasing Manager, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding the opportunity for the Committee to discuss anything they felt should be included in the budget; vetting ideas to present to the City Council; the mid-year review; the budget calendar; timing; historical context; previous recommendations from the Committee; whether to hold a special meeting to make a recommendation; and subcommittee consideration of the item.

MOVED BY VICE CHAIR MENTHE AND SECONDED BY MEMBER GRIFFING THAT THE FAC: DIRECT THE BYLAWS REVIEW AD HOC SUBCOMMITTEE TO REVIEW AND FORMULATE RECOMMENDATIONS ON THE CITY'S MID-YEAR BUDGET PRESENTATION PRIOR TO MARCH 24, 2022.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BAUER, GRIFFING, JONES, LACHOFF, MENTHE
NOES: NONE
ABSENT: DIGA JACOBSEN, LACHMAN, QUINN

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Item A-4

FAC – Discussion of Regular Meeting Schedule of the Finance Advisory Committee for the Calendar Year 2022

Discussion ensued between staff and Committee Members regarding agreement to adjust the due date for agenda items for the July and September meetings to account for holidays and staff agreed to make the changes and distribute the new schedule to Committee Members.

MOVED BY MEMBER GRIFFING AND SECONDED BY VICE CHAIR MENTHE

THAT THE FINANCE ADVISORY COMMITTEE APPROVE THE CALENDAR WITH THE AGREED UPON AMENDMENTS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BAUER, GRIFFING, JONES, LACHOFF, MENTHE

NOES: NONE

ABSENT: DIGA JACOBSEN, LACHMAN, QUINN

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Item A-5

FAC - (1) Receive Reports from the Government Efficiency Ad Hoc Subcommittee; (2) Receive Reports from the Business License Review Ad Hoc Subcommittee; (3) Discuss Report Recommendations and Determine Next Steps; and (4) Provide Direction to Staff, If Deemed Appropriate

Member Griffing discussed the work of the Governmental Efficiency Ad Hoc Subcommittee; collaboration with the City Manager's Office to promote the extension of the deadline; additional submittals received; the review and selection phase; the awards ceremony scheduled for the City Council meeting of May 9; and presentation of awards by the Mayor.

Vice Chair Menthe invited public comment.

The following member of the public addressed the Committee:

Colin Diaz discussed concern regarding a lack of involvement of the business community in the revision of the Business License Tax; he offered to facilitate stakeholder engagement; he proposed following the example of similar cities including Inglewood and Hawthorne; expressed concern with aspiring to match Santa Monica; discussed industries most impacted by the change; economic impacts of the pandemic; recovery; and the collective ranking of Culver City as compared to others.

Vice Chair Menthe provided a report from the Business License Review Subcommittee; discussed updates to work done by the previous Subcommittee; the choice of the previous Subcommittee to leave restaurants and retail unchanged; and he received clarification that four Members are allowed to serve on the Subcommittee.

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Item A-6

FAC – (1) Discussion Draft Written Report to the City Council Regarding Work Plans; and (2) Authorize Transmittal to City Council

Erica Melton, Financial Systems and Purchasing Manager, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding the request from the City Clerk that the Committee list accomplishments and planned activities in bullet point form; the FAC as the first body to provide a report to the City Council; agreement to modify the report; clarification that the list of completed tasks includes everything from the inception of the Committee; providing context for understanding the current work plan; clarification on completed projects as well as those in progress; staff agreement to revise the document to reflect items discussed; and Committee agreement to continue the discussion to the next Committee meeting to review the revised draft document prior to transmittal to the City Council.

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Public Comment – Items NOT on the Agenda (Continued)

None.

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Items from Committee Members/Staff

Vice Chair Menthe reported that he knew of no public health restrictions that would prohibit in-person meetings; discussed City Council policy; and he expressed hope that the Committee would be able to meet in person next time.

Discussion ensued between staff and Committee Members regarding City Council consideration of the item at the March 14 City Council meeting; Committee consensus to agendize a discussion of in-person meetings and a presentation on participatory budgeting at the April meeting; putting a place holder on the agenda in case the City Council moves forward with a bond measure; the email reminder sent to Committee Members from the City Clerk to complete the required Form 700 by April 1; penalties for not completing the Form; and staff agreement to send a special email reminder to Member Quinn who might not have completed the form previously.

Erica Melton, Financial Systems and Purchasing Manager, provided an update on efforts to fill the Labor Seat left vacant with the departure of Bryan Sua.

Additional discussion ensued between staff and Committee Members regarding a request that the new Member be appointed prior to the regular appointment cycle.

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Public Comment – Items NOT on the Agenda (Continued)

John Figueroa, Senior Account Clerk, read a comment submitted by Maria Jacobo from the Culver City Chamber of Commerce, echoing comments made by Colin Diaz regarding involvement of the business community in the Business License Tax discussion.

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Adjournment

There being no further business, at 8:10 p.m., the City of Culver City Finance Advisory Committee adjourned their meeting.

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John Figueroa
SECRETARY of the Culver City Finance Advisory Committee
Culver City, California

APPROVED

Andrew Lachman
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.

Jeremy Green
CITY CLERK

Date