

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

July 13, 2022
7:00 p.m.

CALL TO ORDER & ROLL CALL

Chair Lachman called the regular meeting of the City of Culver City Finance Advisory Committee to order at 7:02 p.m. in the Patacchia Conference Room at City Hall.

Members Present: ANDREW LACHMAN, Chair
 DARREL MENTHE, Vice Chair
 MARC BAUER, Member
 ALEC DE MATOS, Member
 KEITH JONES, Member
 JOHNNIE GRIFFING, Member*
 KEVIN LACHOFF, Member
 ROBERT QUINN, Member

*Member Griffing arrived at 7:05 p.m.

Absent: ANNE DIGA JACOBSEN, Member

Staff Present: Lisa Soghor, Chief Financial Officer
 Melissa Zak, Associate Analyst

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Pledge of Allegiance

Chair Lachman led the Pledge of Allegiance.

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Public Comment for Items NOT on the Agenda

Chair Lachman invited public comment.

Melissa Zak, Associate Analyst, indicated that no public comment had been received.

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Receipt and Filing of Correspondence

Melissa Zak indicated that no correspondence had been received.

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Consent Calendar Items

Item C-1

Approval of June 8, 2022 Meeting Minutes

MOVED BY MEMBER BAUER AND SECONDED BY VICE CHAIR MENTHE THAT THE FINANCE ADVISORY COMMITTEE APPROVE MINUTES FOR THE MEETING OF JUNE 8, 2022.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BAUER, DE MATOS, JONES, LACHOFF, LACHMAN, MENTHE,
QUINN

NOES: NONE

ABSENT: DIGA JACOBSEN, GRIFFING

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

FAC – Administration of the Oath of Office to Reappointed/Appointed Committee Members

Member Griffing joined the meeting.

Melissa Zak acknowledged that the Oath of Office had been previously given to Member Lachoff and she administered the Oath of Office to Chair Lachman.

Chair Lachman indicated that he had been out of town for training and he received clarification that online training was available.

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Item A-2

FAC – Selection of Annual Officers (Chair and Vice Chair) to Serve a One-Year Term, Expiring June 30, 2023

THE FINANCE ADVISORY COMMITTEE APPOINTED ANDREW LACHMAN TO SERVE AS CHAIR OF THE FINANCE ADVISORY COMMITTEE FOR A ONE-YEAR TERM EXPIRING JUNE 30, 2023 (ABSENT MEMBER DIGA JACOBSEN).

THE FINANCE ADVISORY COMMITTEE APPOINTED DARREL MENTHE TO SERVE AS VICE CHAIR OF THE FINANCE ADVISORY COMMITTEE FOR A ONE-YEAR TERM EXPIRING JUNE 30, 2023 (ABSENT MEMBER DIGA JACOBSEN).

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Item A-3

FAC - Receive Reports from Subcommittees; (2) Discussion of Approved Work Plan; (3) Discussion of the Creation of Subcommittees; (4) (If Desired) Creation of Subcommittees; and (5) (If Desired) Appointment of Members to Such Subcommittees

Chair Lachman indicated that all of the subcommittees had achieved their purposes.

Member Griffing reported on the work of the Government Efficiency Ad Hoc Subcommittee; discussed additional trophies created and awarded to the

departments of the winners; lessons learned in the process; establishing repeatable steps and processes; the Equity and Human Relations Advisory Awards; potential collaboration; bringing back the award next year; and, responding to inquiry, he indicated that recipients appreciated the recognition and he had received feedback from people who missed out in participating.

Discussion ensued between staff and Committee Members regarding increased participation for next year; adding photography to the process to raise awareness; and appreciation to the Subcommittee and to Member Griffing for his efforts.

Staff clarified that the Business License Tax Ad Hoc Subcommittee was to be discussed under Item A-5.

Additional discussion ensued between staff and Committee Members regarding creation of a subcommittee to provide an overview of all revenue streams; presentation of the work plan to the City Council in September; regular updates to the workplan; accomplishments; removing and adding items; the awards; review of generating alternative sources of revenue for the City; review of proposed ballot measures; participatory budgeting; items reviewed in previous years; Public/Private Partnerships; auctioning off airspace; the awards; the Park Bond; reviewing implementation of the Business License Tax Measure if adopted; removing items that have been accomplished; updating wording to indicate continued work to be done; engagement in special projects based on fluctuating economic conditions; review of significant accomplishments over the past ten years; effectiveness of the Committee; reviewing and making recommendations regarding opportunities that may be available to the City; reviewing and discussing budget expenditure challenges and efficiencies for the future; providing flexibility for the Committee; and reviewing ways to address infrastructure challenges to the City such as housing.

THE FINANCE ADVSORY COMMITTEE MOVED TO ACCECPT THE FINANCE ADVISORY COMMITTEE WORK PLAN AS AMENDED (ABSENT MEMBER DIGA JACOBSEN).

Further discussion ensued between staff and Committee Members regarding agreement to disband the Bylaws Review Ad Hoc Subcommittee, retention of the Government Efficiency Ad Hoc Subcommittee with Chair Lachman, Members Diga Jacobsen, Griffing and Quinn to implement the second annual Innovation Awards program; assistance to Culver City Unified School District (CCUSD); agreement to disband the Information Gathering Ad Hoc Subcommittee; examination of the City's real estate inventory; retention of the Assets Ad Hoc Subcommittee with Members Bauer, Lachoff and Griffing; agreement to disband the Extended Stay Hotel Review Ad Hoc Subcommittee; the ability to restart the Business License Review Ad Hoc Subcommittee if need be; and agreement to establish a Structural Revenue Review Ad Hoc Subcommittee to create a map of all current revenue sources and appoint Chair Lachman and Members Bauer, De Matos, and Jones

thereto.

MOVED BY CHAIR LACHMAN, SECONDED BY MEMBER GRIFFING AND UNANIMOUSLY CARRIED, (ABSENT MEMBER DIGA JACOBSEN) THAT THE FINANCE ADVISORY COMMITTEE:

1. DISBAND THE BYLAWS REVIEW AD HOC SUBCOMMITTEE, THE INFORMATION GATHERING AD HOC SUBCOMMITTEE, AND THE EXTENDED STAY HOTEL REVIEW AD HOC SUBCOMMITTEE; AND,
2. RETAIN THE GOVERNMENTAL EFFICIENCY AD HOC SUBCOMMITTEE AND THE ASSETS AD HOC SUBCOMMITTEE; AND,
3. CREATE A STRUCTURAL REVENUE REIEW AD HOC SUBCOMMITTEE AND APPOINT CHAIR LACHMAN AND MEMBERS BAUER, DE MATOS AND JONES THERETO.

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Item A-4

FAC – Receive an Update on the Culver City Economic Recovery Task Force

Member Lachoff indicated nothing to report as the next meeting is not scheduled until July 21, 2022.

Discussion ensued between staff and Committee Members regarding clarification that Member Jones is the representative for the Culver City Economic Recovery Task Force.

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Item A-5

FAC - Discuss action taken by City Council on July 11, 2022 regarding the Business License Tax Ballot Measure

Chair Lachman discussed outreach; efforts of the City Council Ad Hoc Subcommittee to work things out; inclusion of recommendations made by the FAC; and actions taken to help small businesses.

Discussion ensued between staff and Committee Members regarding clarification that most business in the City might be paying less even though the rate is technically higher; the oil business license tax; the practices of the city of Santa Monica; the definition of multi-media; the deduction; the base rate; the importance of input from the FAC throughout the process and allowing businesses to be more a part of the process; taking a more active role; the exemption; disappointment in

the process; retention of categories from the 1965 ordinance; editing vs. composing; Committee disagreement with the timing of putting the Business License Tax on the ballot; the big companies tax that was added to the process; the proposal from the consultant; establishing benchmarks; categories; concern with manufactured urgency; community buy-in; Measure RE; concern with months spent on certain items while others are passed through quickly; sharing concerns of the FAC with the City Council; opposition from the business community; comparisons to other cities; concern with becoming too expensive for businesses; the role of staff; the actions of the subcommittee; Committee Members serving at the pleasure of the City Council; improving the product with input from the FAC; crude adjustments made; taking the time to engage in a thoughtful approach; the ability to give advice even if it is not heeded; the importance of full Committee participation; continued discussion on the matter; flexibility within the work plan; categories; attracting businesses to the City; comments made by Chair Lachman as an individual at the City Council meeting; the definition of multi-media used by Los Angeles and adopted by Culver City; creation of content in the City; making updates if the ordinance is approved by the voters; the feeling that the Committee is not being included in the process and not being listened to; the timeline to make changes; the difficulty of predicting what the economy will be like in 2024; the mission of the Committee to look out for taxpayers; creation of a letter to the City Council; the consensus built that the Committee did not support the measure; suggestions made by the Committee that were adopted by the City Council; frustration with feeling ignored; ensuring that the community understands the position of the Committee; finding the balance in advising the City Council; accountability; the state charter requiring certain bodies; the fact that the FAC was voted in; concern with not fulfilling the mission of the Committee; lack of community outreach; providing a more structured response from the Committee rather than comments from individuals; trying to do the best for the City; expertise brought to the table; and further Committee consideration of putting together a statement in September.

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Item A-6

**FAC – (1) Discuss Finance Advisory Committee Bylaws; (and, if necessary)
(2) Recommend Proposed Amendments for Transmittal to City Council.**

Discussion ensued between staff and Committee Members regarding annual consideration of the bylaws; City Council review of any changes made; and agreement to table the item to September.

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Item A-7

Discussion of August 10, 2022 Agenda

Discussion ensued between staff and Committee Members regarding Member and staff availability for August; agreement not to meet in August; agenda items for September; consensus was achieved to agendize formation of a subcommittee to create a communication to the City Council reaffirming the role of the FAC; discussion of the bylaws; and the timeframe for the bylaws;

THE FINANCE ADVISORY COMMITTEE PASSED A MOTION THAT THE COMMITTEE NOT MEET IN AUGUST AND TO DIRECT STAFF TO AGENDIZE CONSIDERATION OF THE BYLAWS AND FORMATION OF A SUBCOMMITTEE TO CREATE COMMUNITCATION TO THE CITY COUNCIL REAFFIRMING THE ROLE OF THE COMMITTEE (ABSENT MEMBER DIGA JACOBSEN).

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Public Comment – Items NOT on the Agenda (Continued)

Chair Lachman invited public comment.

Lisa Soghor, Chief Financial Officer, indicated that no public comment had been received.

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Items from Committee Members/Staff

Lisa Soghor indicated that Financial Systems and Purchasing Manager Erica Melton would be leaving the City of as of July 14, 2022; she expressed appreciation for the work of Ms. Melton and pride in her accomplishments; she discussed work to fill the position, retirements; and loss of institutional knowledge.

Discussion ensued between staff and Committee Members regarding staffing issues in other cities; effects of the pandemic; retirement benefits; Memorandums of Understanding (MOUs); lateral turnover; people looking to move closer to home; a suggestion to have a joint meeting with the Civil Service Commission regarding staffing issues; retention; PEPRA (Public Employees' Pension Reform Act); changes to retirement plans; loss of incentives; and people moving to the private sector.

Responding to comments from Member Lachoff regarding the CW resolution, Lisa Soghor indicated that annual Committee review and reporting on revenues and expenditures of the parcel tax proceeds would be retained on the work plan.

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Adjournment

There being no further business, at 8:43 p.m., the City of Culver City Finance Advisory Committee adjourned their meeting in honor of Erica Melton to September 14, 2022.

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Melissa Zak
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 Bocchino
CITY CLERK

Date