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

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

July 11, 2018
7:00 p.m.

CALL TO ORDER & ROLL CALL

Chair Alexander called the meeting of the City of Culver City Finance Advisory Committee to order at 7:00 p.m. in the Dan Patacchia Meeting Room at City Hall.

Members Present: **CRYSTAL ALEXANDER**, Chair
SEAN KEARNEY, Member
JANE LEONARD, Member
DARREL MENTHE, Member
BRYAN SUA, Member

Absent: **JOSE CASAREZ**, Member
ALEJANDRO LARA, Member

Staff Present: **Jeff Muir**, Chief Finance Officer
Erica McAdoo, Procurement & Financial Services Manager
Michelle Villongco, Secretary

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2018 SEP 13 PM12:13

Pledge of Allegiance

Nancy Barba led the Pledge of Allegiance.

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Public Comment for Items NOT On the Agenda

None.

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Consent Calendar

Item C-1

Meeting Minutes

MOVED BY MEMBER LEONARD AND SECONDED BY MEMBER SUA THAT THE FINANCE ADVISORY COMMITTEE APPROVE THE MINUTES FOR THE REGULAR FINANCE ADVISORY COMMITTEE MEETING OF JUNE 13, 2018 (ABSENT MEMBERS CASAREZ AND LARA).

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

Administration of the Oath of Office to Newly Appointed Committee Member

Michelle Villongco, Secretary, administered the Oath of Office to Nancy Barba.

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Item A-2

Selection of Annual Officers (Chair and Vice Chair) to Serve a One-Year Term, Expiring June 30, 2019

Chair Alexander introduced the item noting that Vice Chair Trovato had not reapplied to serve on the Committee.

Discussion ensued between staff and Committee Members regarding duties and responsibilities of the Chair and Vice Chair.

THE FINANCE ADVISORY COMMITTEE PASSED A MOTION TO APPOINT JANE LEONARD TO SERVE AS CHAIR OF THE FINANCE ADVISORY COMMITTEE FOR FISCAL YEAR 2018-2019 (ABSENT MEMBERS CASAREZ AND LARA).

THE FINANCE ADVISORY COMMITTEE PASSED A MOTION TO APPOINT DARREL MENTHE TO SERVE AS VICE CHAIR OF THE FINANCE ADVISORY

COMMITTEE FOR FISCAL YEAR 2018-2019 (ABSENT MEMBERS CASAREZ AND LARA).

Chair Leonard thanked Member Alexander for her service as Chair.

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Item A-3

(1) Discussion of Approved 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, Receive Reports from Subcommittees

Chair Leonard introduced the item.

Erica McAdoo, Procurement & Financial Services Manager, clarified that the work plan had not been before the City Council since October, 2016 and she noted that recommendations from the Strategic Planning meeting had been added to the report.

Jeff Muir, Chief Finance Officer, reported that the City Council had taken the necessary steps to place an additional quarter cent sales tax on the November ballot; he discussed updates regarding the beverage tax; the ballot initiative by the California Business Roundtable; legislation prohibiting placement of a beverage tax on the ballot for the next 12 years by any city; a group attempting to place an initiative on the ballot for a statewide beverage tax; the City Council Parking and Traffic Subcommittee directive that the FAC examine rideshare fees and report back with findings and recommendations; he encouraged everyone to read the budget message; discussed long-term financial issues; the unfunded pension liability issue; pursuit of the final quarter cent sales tax available; removing the sunset provision of Measure Y; examination and modernization of the Business Tax Ordinance; engaging a revenue consultant; engaging with the Chamber of Commerce; surveys; language updates; buy-in from the business community; the City Council Finance subcommittee; the process; and generating additional monies.

Discussion ensued between staff and Committee Members regarding the beverage tax prohibition as a budget trailer bill; clarification that Vice Chair Menthe and Members Casarez and Sua serve on the subcommittee to examine rideshare fees; the proper way to refer to new businesses related to ride sharing and on demand transportation; the Business Tax Review subcommittee; whether to remain revenue neutral; economic development; the ballot measure by the City of Los Angeles to increase fees on marijuana related businesses; the initial rate of taxation approved by the voters; City Council authority to make changes; the approved range; allowing time for businesses to stabilize; the application process;

adjustments made in response to applicants; retail applications; the need to put substantive changes to the ordinance on the ballot; using broad language to allow for flexibility; urban runoff requirement compliance funding; transparency software; strategies vs. workplan items; elimination of the assessment districts item; the task to review and make recommendations regarding revenue opportunities by monitoring and comparing to similar neighboring cities; choosing cities to make comparisons to; completion of the item on financial disaster preparedness; continuity; the long term financial forecast; combining items to create, review and make recommendations for the annual updates for long term financial forecasts, including stress testing; the recommendation for the Veterans Memorial Complex as an opportunity for an enterprise fund; existing enterprise funds; reasons for establishing an enterprise fund; fee structure review relative to other cities; rents vs. fees; the comprehensive update to the fee schedule; and other cities with rentals programs.

Additional discussion ensued between staff and Committee Members regarding incorporating the business tax review and review of on demand transportation services into the work plan; grouping items directed from the City Council together; workplan items identified by the FAC; maintenance and membership of previous subcommittees; agreement to eliminate the Short Term Rentals subcommittee; Voluntary Collection Agreements; the City Council subcommittee on Short Term Rentals; the City Council Strategic Plan; agreement to eliminate the Economic Development Initiatives subcommittee; agreement to eliminate the Public/Private Partnerships subcommittee; the ability to reconstitute subcommittees if needed; absent Committee Members; and interest from Member Barba in serving on the subcommittee to consider On Demand Transportation Services.

THE FAC PASSED A MOTION TO ADOPT THE REVISED WORKPLAN FOR SUBMISSION TO THE CITY COUNCIL (ABSENT MEMBERS CASAREZ AND LARA).

Committee Members agreed to allow the Chair discretion to review amendments to the work plan from staff.

THE FAC PASSED A MOTION TO APPROVE THE REVISED SUBCOMMITTEES AND CHANGES TO SUBCOMMITTEE MEMBERSHIP INCLUDING THE ADDITION OF MEMBER BARBA TO THE SUBCOMMITTEE TO CONSIDER ON DEMAND TRANSPORTATION SERVICES, AND ELIMINATION OF THE FINANCIAL DISASTER PREPAREDNESS SUBCOMMITTEE, THE SHORT TERM RENTALS SUBCOMMITTEE, THE ECONOMIC DEVELOPMENT INITIATIVES SUBCOMMITTEE, AND THE PUBLIC/PRIVATE PARTNERSHIPS SUBCOMMITTEE (ABSENT MEMBERS CASAREZ AND LARA).

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Public Comment – Items NOT on the Agenda (Continued)

None.

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Receipt of Correspondence

None.

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Item S-1

Discussion of August Agenda

Discussion ensued between staff and Committee Members regarding Measure CW; Measure Y; subcommittee reports; the feasibility of subcommittee meetings before the next FAC meeting; consultant engagement on survey work; logistics; staff agreement to provide information to the subcommittees; review of information provided; and inclusion of a discussion of electric scooters in the On Demand Transportation Services subcommittee.

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Items from Committee Members/Staff

Chair Leonard welcomed new Members to the FAC, and staff and Committee Members introduced themselves and provided background on themselves.

Erica McAdoo, Procurement & Financial Services Manager, encouraged Members to recommend qualified applicants to fill the vacant business seat on the FAC.

Member Alexander reported that the School District would be putting a parcel tax of $189 on the November ballot for a seven-year term.

Discussion ensued between staff and Committee Members regarding expiration of the last School District parcel tax and parcel taxes of other school districts.

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Adjournment

There being no further business, at 8:35 p.m., the Finance Advisory Committee adjourned its meeting to Wednesday, August 8, 2018 at 7:00 p.m. in the Dan Patacchia Meeting Room.

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

APPROVED

Jane Leonard
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

13 SEP 2018
Date