



# City of Culver City

## Staff Report

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File #: 24-612, Version: 1

Item #: A-6.

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**(1) Draft the Finance Advisory Committee Biannual Report to the City Council, Inclusive of a) Accomplishments During the Period July through December 2023 and b) Updates on Upcoming Plans for Fiscal Year 2023-2024, and (2) Authorize Transmittal of the Report to the City Council**

**Meeting Date:** January 10, 2024

**Contact Person/Dept:** John Figueroa/Finance

**Phone Number:** (310) 253-5865

**Fiscal Impact:** Yes  No

**General Fund:** Yes  No

**Public Hearing:**  **Action Item:**  **Attachments:**

**Public Notification:** (E-Mail) Meetings and Agendas - Finance Advisory Committee (01/04/2024)

**Departmental Approval:** Lisa Soghor, Chief Financial Officer (01/04/2024)

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### **RECOMMENDATION**

Staff recommends the Finance Advisory Committee (FAC): (1) discuss and draft the biannual report to the City Council, featuring accomplishments from July through December 2023 and updates on upcoming plans for the remainder of Fiscal Year 2023-2024; and (2) authorize transmittal of the report to the City Council.

### **BACKGROUND / DISCUSSION**

Per Section VI of City Council Policy Number 3002 entitled *City Commissions, Boards and Committees; Appointed Representatives to Outside Agencies and Boards*, "periodically, but no less than biannually, each CBC shall submit to the City Council a written report on their respective activities."

In compliance with the policy, the FAC shall discuss and develop an updated report containing the Committee's recent accomplishments, updates on ongoing activities, and goals for the upcoming six months.

The biannual report must be completed by the FAC and submitted to the City Clerk by January 29, 2024 in order to be received and filed by the City Council at the February 12, 2024 Regular City

Council Meeting.

**FISCAL ANALYSIS**

None.

**ATTACHMENTS**

1. 2024\_01\_10\_ATT1 - City Council Policy Number 3002
2. 2024\_01\_10\_ATT2 - FAC Report to CC on September 13, 2023

**MOTION**

That the FAC:

1. Authorize Transmittal of the Biannual Report to the City Council