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City of Culver City

Staff Report

File #: 20-250, **Version:** 1 **Item #:** A-2.

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

Meeting Date: September 11, 2019

Contact Person/Dept: Erica McAdoo/Finance Department

Phone Number: (310) 253-5865

Fiscal Impact: Yes [] No [X] **General Fund:** Yes [] No [X]

Public Hearing: [] **Action Item:** [X] **Attachments:** []

Public Notification: (E-Mail) Meetings and Agendas - Finance Advisory Committee (09/05/19)

Departmental Approval: Onyx Jones, Chief Financial Officer (09/05/19)

RECOMMENDATION

Staff recommends that the Finance Advisory Committee (FAC) (1) discuss the approved Work Plan; (2) discuss the creation of Subcommittees, (3) (if desired) create subcommittees, and (4) (if desired) appoint members to such subcommittees; and (5) receive reports from current subcommittees.

BACKGROUND/DISCUSSION

At the August meeting of the FAC, revisions were made to the Work Plan of the Finance Advisory Committee for transmittal to City Council for direction and/or approval. City Council approved the Work Plan at the City Council Meeting on August 26th:

1. Review and make and make recommendations on revenue opportunities that may be available to the City, while continuing to monitor and compare to similar neighboring cities where and how Culver City spends and receives money.

2. Continue to provide quarterly reports to the City Council on Measure Y proceeds.

3. Continue to monitor the communications strategy of financial information on the City's website.

4. Review and make recommendations for the annual updates to the long-term financial forecast.

5. Review revenues and expenditures of the Parcel Tax Proceeds consistent with the City Council Adopted Budget, and submit a report of its findings to the City Council.

6. Provide quarterly reports to the City Council on the One-quarter Cent Local Transactions and Use Tax Measure proceeds.

7. Review and provide recommendations to revise Business Tax Structure.

8. Review and provide recommendations on Internal Audit Reports.

Current FAC Subcommittees created to research and provide updates on work plan items include the following:

- Business Tax Review (Alexander, Sua, Menthe)

- On-Demand Transportation Services Review (Barba, Menthe and Sua)

ATTACHMENTS

None

MOTION

That the FAC:

1. Discuss Subcommittee Scope of Work and Assignments; and

2. Receive Reports from Subcommittees.

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