



City of Culver City

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Staff Report

File #: 22-167, **Version:** 1

Item #: A-4.

(1) Receive Reports from the Bylaws Review Ad Hoc Subcommittee; (2) Receive Reports from the Government Efficiency Ad Hoc Subcommittee; (3) Receive Reports from the Information Gathering Ad Hoc Subcommittee; (4) Receive Reports from the Assets Review Ad Hoc Subcommittee; (5) Receive Reports from the Extended Stay Hotel Ad Hoc Subcommittee; (6) Receive Reports from the Business License Review Ad Hoc Subcommittee; (7) Discuss Report Recommendations and Determine Next Steps; and (8) Provide Direction to Staff, If Deemed Appropriate

Meeting Date: August 11, 2021

Contact Person/Dept: Punit Chokshi/Finance Department

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 (08/06/2021)

Department Approval: Onyx Jones, Chief Financial Officer (08/06/2021)

RECOMMENDATION

Staff recommends that the Finance Advisory Committee (FAC) (1) receive reports from the Bylaws Review Ad Hoc Subcommittee; (2) receive reports from the Government Efficiency Ad Hoc Subcommittee; (3) receive reports from the Information Gathering Ad Hoc Subcommittee; (4) receive reports from the Assets Review Ad Hoc Subcommittee; (5) receive reports from the Extended Stay Hotel Ad Hoc Subcommittee; (6) receive reports from the Business License Review Ad Hoc Subcommittee; (7) discuss reports' recommendations and determine next steps; and (8) provide direction to Staff, if deemed appropriate.

BACKGROUND/DISCUSSION

Based on the proposed Fiscal Year 2022 FAC Work Plan, the following FAC Ad Hoc Subcommittees were created and will offer reports for discussion, recommendations, and next steps to provide direction to Staff, if deemed necessary:

- Bylaws Review Ad Hoc Subcommittee

- Members: Lachman, Lachoff, Menthe
- Purpose: This ad hoc subcommittee was established to review the Committee Bylaws and make recommendations for improvements. In April 2021, recommendations were made with bylaw updates specific to gender equity/inclusivity. This information was transmitted to the City Clerk's Office, which suggested the language instead be incorporated into the Commission, Board, Committee Policy (Policy 3002) to have a more global impact. A final report will be issued once the policy update is complete.
- Government Efficiency Ad Hoc Subcommittee
 - Members: Diga Jacobsen, Griffing
 - Purpose: This ad hoc subcommittee was established to research and implement a City Innovation Award Program to encourage Employees, Departments or Committee/Advisory Commission members to contribute towards increased efficiency, improved quality of life for Culver City residents, reduced costs and/or generated revenue, or demonstrated distinguished performance based on department goals/outcome measures. The ad hoc subcommittee has developed a process, application, initial timeline, and secured funding via the approved Fiscal Year 2021/2022 Adopted Budget.
- Information Gathering Ad Hoc Subcommittee
 - Members: Bauer, Lachman, Lachoff
 - Purpose: This ad hoc subcommittee was created at the July 15, 2020 meeting of the FAC in effort to gather information to present to the FAC regarding revenue measure RE. At the November 3, 2020 election Culver City residents voted to approve Measure RE. Measure RE establishes a marginal tax rate with four brackets, based on sales price or value, for the City's real estate transfer tax effective April 1, 2021.
- Assets Ad Hoc Subcommittee
 - Members: Diga Jacobsen, Griffing, Lachoff
 - Purpose: This ad hoc subcommittee was established to analyze real property assets for Culver City, including but not limited to opportunities to maximize revenue at parks.
- Extended Stay Hotel Review Ad Hoc Subcommittee
 - Members: Jones, Lachoff, Menthe
 - Purpose: This ad hoc subcommittee was established to discuss the financial impacts of the February 2021 adopted zoning code ordinance amendment for extended stay hotel/motel land use in commercial zones and make a recommendation, as directed by City Council.
- Business License Review Ad Hoc Subcommittee

- Members: Jones, Lachman, Lachoff, Menthe
- Purpose: This ad hoc subcommittee was established to investigate and recommend revisions to the Business License Ordinance and research best practices of other municipalities regarding business license payment and penalties. The FAC has included this activity as a proposed FY2021/2022 Work Plan Item, pending City Council approval and direction.

ATTACHMENTS

None

MOTION

That the FAC:

1. Receive Reports from the Bylaws Review Ad Hoc Subcommittee; and
2. Receive Reports from the Government Efficiency Ad Hoc Subcommittee; and
3. Receive Reports from the Information Gathering Ad Hoc Subcommittee; and
4. Receive Reports from the Assets Review Ad Hoc Subcommittee; and
5. Receive Reports from the Extended Stay Hotel Ad Hoc Subcommittee; and
6. Receive Reports from the Business License Review Ad Hoc Subcommittee; and
7. Discuss Report Recommendations and Determine Next Steps; and
8. Provide Direction to Staff, If Deemed Appropriate