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City of Culver City

Staff Report

File #: 22-817, **Version:** 1 **Item #:** A-6.

(1) Discussion Draft Written Report to the City Council Regarding Work Plans; and (2) Authorize Transmittal to City Council

Meeting Date: March 9, 2022

Contact Person/Dept: Punit Chokshi/Finance

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

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

Public Notification: (E-Mail) Meetings and Agendas - Finance Advisory Committee (03/03/2022)

Departmental Approval: Lisa Soghor, Chief Financial Officer (03/03/222)

RECOMMENDATION

Staff recommends the Finance Advisory Committee (FAC) discuss a biannual report to submit to the City Council of Committee activities and authorize transmittal to City Council.

BACKGROUND/DISCUSSION

In accordance with the Section VI. of the updated Comprehensive City Council Policy 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 revised policy, the FAC should discuss and develop such report that discusses the accomplishments and status updates on each Work Plan item.

Staff recommends the Committee discuss its next report and authorize for transmittal to the City Council. Additional discussion is requested to develop an ongoing reporting calendar.

FISCAL ANALYSIS

None.

ATTACHMENTS

1. 2022_03_09_ATT1 - Council CC Policy 3002
2. 2022_03_09_ATT2 - Current FAC Work Plan
3. 2022_03_09_ATT3 - Prior FAC Quarterly Report to the City Council - 2019Q2

MOTION

That the City Council:

1. Discuss the Biannual Committee Report;
2. Authorize transmittal to City Council; and
3. Establish an Ongoing Schedule for Future FAC Reporting to the City Council.