



City of Culver City

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Staff Report

File #: 23-610, **Version:** 1

Item #: A-3

(1) Draft Biannual Report to the City Council Regarding FAC 2022 Accomplishments and 2023 Proposed Activities; and (2) Authorize Transmittal to the City Council

Meeting Date: February 8, 2023

Contact Person/Dept: Melissa Zak/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 (02/02/2023)

Departmental Approval: Lisa Soghor, Chief Financial Officer (02/02/2023)

RECOMMENDATION

Staff recommends the Finance Advisory Committee (FAC) (1) discuss and draft the biannual report, featuring accomplishments from July through December 2022 and updates on proposed agenda items and activities for 2023; and (2) authorize transmittal 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 prior to February 22, 2023 in order to be received and filed by the City Council on February 27.

FISCAL ANALYSIS

None.

ATTACHMENTS

1. 2023_02_08_ATT1 - City Council Policy Number 3002
2. 2023_02_08_ATT2 - 2021-2022 Accomplishments and 2022-2023 Work Plan

MOTION

That the FAC:

1. Discuss the Biannual Committee Report;
2. Update 2022 Accomplishments and 2023 Goals; and
3. Authorize Transmittal to City Council