



City of Culver City

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Staff Report

File #: 23-636, **Version:** 1

Item #: A-3

- 1) Receive a report from the Budget Ad Hoc Subcommittee about the Proposed FY 23-24 Work Plan and Budget Request; 2) Consider Approval of the Recommendations; and 3) Provide Direction to Staff as Deemed Appropriate**

Meeting Date: February 28, 2023

Contact Person/Dept: Helen Chin/Human Resources

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Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☒

Public Hearing: ☐ **Action Item:** ☒ **Attachments:** ☒

Public Notification: (E-Mail) Meetings and Agendas- City Council (02/21/2023) (E-Mail) Meetings and Agendas - Equity & Human Relations Advisory Committee (02/21/2023); (E-Mail) All City Staff (02/21/2023)

Department Approval: Dana Anderson, Human Resources Director (02/21/2023)

RECOMMENDATION

Staff recommends that the Equity and Human Relations Advisory Committee (EHRAC) 1) receive a report from the Budget Ad Hoc Subcommittee about the Proposed FY 23-24 work plan and related budget request; 2) consider approval of the recommendations; and 3) provide direction to staff as deemed appropriate.

BACKGROUND/DISCUSSION

At the November 15, 2022, special meeting, the committee achieved consensus to agendize the creation of a Budget Ad Hoc Subcommittee at the December 13, 2022, special meeting. At the December 13 meeting, members approved the creation of a Budget Ad Hoc Subcommittee for the purpose of developing and recommending a work plan for FY 23-24 to inform budget discussions. The appointment of members to the Budget Ad Hoc Subcommittee would overlap with the appointed members of the Special Events Ad Hoc Subcommittee (Dennis, Rona-Tuttle, and Bano) to be able to discuss and take into consideration the budget requests associated with the proposed work plan for FY 23-24 without violating the Brown Act. Members Dennis, Rona-Tuttle, Bano, and Chair Valverde were appointed to the Budget Ad Hoc Subcommittee.

At the January 24, 2023, regular meeting, the committee achieved consensus to agendize an item to receive an update from the Budget Ad Hoc Subcommittee regarding the FY 23-24 Proposed Work Plan and an associated budget request.

Staff meeting with the Ad Hoc Equity Subcommittee

On February 14, 2023, Human Resources and City Manager's Office staff met with the Ad Hoc Equity Subcommittee (Subcommittee) of the City Council (Vice Mayor Yasmine-Imani McMorris and Councilmember Freddy Puza) to discuss the Subcommittee's priorities, the City's equity initiatives, EHRAC, and creating alignment across projects and programs.

The Subcommittee offered insight into their goals, provided comments on EHRAC's workplan, and made some recommendations on how to move forward. The Subcommittee supports the EHRAC and wants to see EHRAC's work be successful. The Subcommittee would like to see the events, programs, or projects, connect to related policy discussions that improve human relations, equity, and outcomes for Culver City's residents.

Staff recommendations to align with Subcommittee priorities

Given the workload from the EHRAC and staff to plan every event, and based on conversation with the Subcommittee, staff recommends scaling down the number of events to one event per quarter and tying it back to a policy or recommended change. Staff suggests creating a theme to tie the events for the FY23-24 work plan together. One idea is the theme of "reparations" because staff will be working with consultants to complete the Historical Context Study this year. While this is a staff recommendation, the EHRAC can come up with their own theme and ideas for the four events this year.

Given the discussion with the Subcommittee, staff recommends the EHRAC take the following steps when discussing a FY 23-24 Work Plan and Budget Request:

- 1) Determine a theme for FY 23-24,
- 2) Propose four events, programs, or projects, with one per quarter,
- 3) Connect the proposed event to a policy recommendation or change, and
- 4) Propose a budget for FY 23-24.

If the committee approves a proposed Work Plan and associated proposed Budget Request, those documents will be submitted to the Human Resources Department and due on March 27, 2023. Budget requests still need to be considered and approved by the City Manager before the budget request is presented to the City Council for final approval.

FISCAL ANALYSIS

There are no costs associated with discussion of this item.

ATTACHMENTS

1. None.

MOTION

That the Equity and Human Relations Advisory Committee:

1. Receive a report from the Budget Ad Hoc Subcommittee about the Proposed FY 23-24 Work Plan and budget request;
2. Consider approval of a Proposed FY 23-24 Work Plan and Budget Request; and
3. Provide direction to staff as deemed appropriate.