



**MINUTES
FINANCE COMMISSION
REGULAR MEETING
March 16, 2015**

City Council Chamber
1 Civic Center Plaza
Irvine, CA 92606

CALL TO ORDER – 5:31 p.m.

ROLL CALL

PRESENT: 5	Commissioner:	Dressler
	Commissioner:	Reyno
	Commissioner:	Wong
	Vice Chair:	Stein
	Chair:	Bartlett

PLEDGE OF ALLEGIANCE

Chair Bartlett led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

PRESENTATIONS

1. OVERVIEW: RESIDENT VS. NON-RESIDENT FEES FOR COMMUNITY SERVICES PROGRAMS AND FACILITY RENTALS

Corinne Schneider-Jones, Manager of Community Health & Human Services, provided a review of Community Services Fee Policy. Mike Cribbin, Senior Management Analyst, and Ken Brown, Director of Administrative Services, were also present and answered questions.

Commission discussion included: date of the most recent cost analysis; the estimated cost, date, and length of time required to complete the next update; methodology for fee analysis and increases; updating activity and facility reservation pricing for inflation; non-resident cost structure and analysis; the most popular revenue generating activity; how an Irvine resident is “defined” in relation to the fee policy; and subsidized meals at the senior center.

ACTION: Moved by Commissioner Dressler, seconded by Commissioner Reyno, and unanimously carried to:

Recommend that the City conduct a cost of services analysis for Community Services programs and services every five years, with the next study completed by the end of Fiscal Year 2015-16.

COMMITTEE REPORTS

There were no committee reports.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions and deletions to the agenda.

PUBLIC COMMENTS

There were no public comments.

COMMISSION BUSINESS

2. MINUTES

ACTION: Moved by Commissioner Dressler, seconded by Commissioner Wong, and unanimously carried to:

Approve the minutes of an adjourned regular meeting of the Finance Commission held on February 17, 2015.

3. FISCAL YEAR 2014-15 JANUARY BUDGET UPDATE

Peter Hong, Management Analyst II, presented the staff report and answered questions. Ken Brown, Director of Administrative Services, Donna Mullally, Manager of Business & Budget Planning, and Jay Ponce, Senior Management Analyst, were also present and answered questions.

Commission discussion included: Public Works non-CIP projects; sales tax revenues; historical and current budgeted vacancy rates; avenues for advertising open positions and strategies to fill vacancies; documentary transfer tax; and prioritizing and anticipating rehabilitation costs.

ACTION: Moved by Vice Chair Stein, seconded by Commissioner Dressler, and unanimously carried to:

Receive and file the Fiscal Year 2014-15 January Budget Update.

The Finance Commission agendized a discussion of assumptions associated with the forthcoming 5-Year Strategic Business Plan for the next meeting.

ADJOURNMENT

By consensus, Chair Bartlett adjourned the meeting at 6:43 p.m.



ALLAN BARTLETT
CHAIR



KEN BROWN
DIRECTOR OF ADMINISTRATIVE
SERVICES)



MELINDA NEUMANN
RECORDING SECRETARY



DATE APPROVED