



**MINUTES
FINANCE COMMISSION
ADJOURNED REGULAR MEETING
May 23, 2016**

City Council Chamber
1 Civic Center Plaza
Irvine, CA 92606

CALL TO ORDER – 5:34 p.m.

ROLL CALL

PRESENT: 4	Commissioner	Koh
	Commissioner:	Montgomery
	Vice Chair:	Bartlett
	Chair:	Dressler
ABSENT: 1	Commissioner:	Reyno

PLEDGE OF ALLEGIANCE

Commissioner Koh led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

PRESENTATIONS

There were no presentations.

COMMITTEE REPORTS

There were no committee reports.

ADDITIONS AND DELETIONS TO THE AGENDA

Chair Dressler issued an apology to City staff and leadership for comments he made at the May 2, 2016 Finance Commission meeting.

Grace Leung, Director of Administrative Services, announced that, pursuant to direction from Public Works, Item 3 has been removed from the agenda and will be continued to a date to be determined.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

ACTION: Moved by Vice Chair Bartlett, seconded by Commissioner Montgomery, and unanimously carried by those members present to approve Consent Calendar Item 1. Item 2 was removed for separate discussion.

1. MINUTES

ACTION:

Approved the minutes of a regular meeting of the Finance Commission held on May 16, 2016.

2. DEFINED BENEFIT AND DEFINED CONTRIBUTION PENSION PLAN AUDITS FOR THE YEAR ENDED DECEMBER 31, 2015

This item was removed for separate discussion at the request of Chair Dressler.

Amy Roblyer, Senior Management Analyst, presented an overview of the item and answered questions.

Commission discussion included: the percentage plans are funded; and confirmation the Defined Contribution Pension Plan does not carry a risk to the City.

Recommended Action: Moved by Commissioner Montgomery, seconded by Chair Dressler, and unanimously carried by those members present to:

Recommend that the City Council receive and file the Defined Benefit and the Defined Contribution Pension Plan audits for the year ended December 31, 2015.

COMMISSION BUSINESS

3. CONTRACT AWARD FOR TRANSIT SHELTER ADVERTISING AND MAINTENANCE SERVICES

This item was continued to a date to be determined pursuant to direction from Public Works. See Additions and Deletions.

4. FISCAL YEAR 2015-16 MARCH BUDGET UPDATE

Peter Hong, Management Analyst II, presented the item and answered questions. Grace Leung, Director of Administrative Services, and Angelina Garcia, Manager of Budget & Business Planning, were also present and answered questions.

Commission discussion included: the schedule and estimated amounts of the true-up sales and property tax payments; an explanation of the triple flip wind down; the State's May budget forecast compared to City expectations; the relationship between the vacancy rate and the decrease in expenditures; the budgeted Fiscal Year 2016-17 vacancy rate; and the estimated fiscal year end surplus.

RECOMMENDED ACTION: Moved by Vice Chair Bartlett, seconded by Commissioner Koh, and unanimously carried by those members present to:

Receive and file the Fiscal Year 2015-16 March Budget Update.

5. STRATEGIC TECHNOLOGY PLAN

Grace Leung, Director of Administrative Services, was present and answered questions. Sharon Landers, Assistant City Manager, and Susan Wheelock, Senior Management Analyst, were also present and answered questions.

Commission discussion included: the contractual obligation to purchase 800MHz radios and utilizing the potential Orange County Fire Authority (OCFA) settlement for similar future purchases.

RECOMMENDED ACTION:

Recommend the City Council receive and file the Strategic Technology Plan 2016-2021.

6. FISCAL YEAR 2016-17 BUDGET DELIBERATIONS AND RECOMMENDATIONS BY THE FINANCE COMMISSION

Commission discussion included: City support for cultural activities within the community and Community Partnership Grants; the estimated year-end carryover budgeted amounts; the need to implement recommendations from the recent comprehensive traffic management study; the need for a review of developer fees, an updated cost of services study, and considering updating fees to aid in cost recovery; sufficiently budgeting for Human Resources training courses, implementation of best practices, and succession planning; an overview of last year's Finance Commission recommendations; incorporating ideas similar to alternate scenarios into next year's

Strategic Business Plan; prioritizing employee safety; and increased funding for maintenance operations.

ACTION: Moved by Chair Dressler, seconded by Vice Chair Bartlett, and unanimously carried by those members present to:

Recommend City Council adopt the proposed Fiscal Year 2016-17 Budget with the following additional recommendations:

ACTION: Moved by Commissioner Montgomery, seconded by Chair Dressler, and unanimously carried by those members present to:

Recommend City Council consider any available source of funds to implement appropriate traffic recommendations from the comprehensive traffic management study as soon as possible.

ACTION: Moved by Commissioner Koh, seconded by Commissioner Montgomery, to:

Recommend City Council consider increasing the amount of Community Partnership Grant funding available to City Council to recognize new and established community groups.

The motion carried as follows:

AYES:	3	COMMISSIONERS:	Dressler, Koh, and Montgomery
NOES:	1	COMMISSIONERS:	Bartlett
ABSENT:	1	COMMISSIONERS:	Reyno

ACTION: Moved by Commissioner Montgomery, seconded by Vice Chair Bartlett, and unanimously carried by those members present to:

Recommend City Council review developer fees and conduct a cost of services study for Community Development to update fees and aid in cost recovery.

ACTION: Moved by Commissioner Montgomery, seconded by Chair Dressler, and unanimously carried by those members present to:

Recommend City Council continue to allocate adequate funds for Human Resources when budgeting for employee development and succession planning.

ACTION: Moved by Chair Dressler, seconded by Vice Chair Bartlett, and unanimously carried by those members present to:

Recommend City Council place employee safety as a strategic priority either as one of the City Manager’s initiatives or within the Strategic Business Plan, wherever appropriate.

ADJOURNMENT

By consensus, Chair Dressler adjourned the meeting at 7:21 p.m.



DON DRESSLER
CHAIR



GRACE K. LEUNG
DIRECTOR OF ADMINISTRATIVE
SERVICES



MELINDA NEUMANN
RECORDING SECRETARY



DATE APPROVED