



**MINUTES
FINANCE COMMISSION
REGULAR MEETING
March 19, 2018**

City Council Chamber
1 Civic Center Plaza
Irvine, CA 92606

CALL TO ORDER – 5:35 p.m.

ROLL CALL

PRESENT: 4	Commissioner:	Shute*
	Commissioner:	Sievers
	Vice Chair:	Dressler
	Chair:	Stein
ABSENT: 1	Commissioner:	Reyno

*Commissioner Shute arrived at 5:38 p.m.

PLEDGE OF ALLEGIANCE

Chair Stein led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

ANNOUNCEMENTS

There were no announcements.

PRESENTATIONS

1. SALES TAX PRESENTATION

Bobby Young, Principal with HdL Companies, provided a presentation and answered questions. Barbara Arenado, Senior Management Analyst, was also present and answered questions.

Commission discussion included: distribution of Countywide use tax pool; third party fulfillment and distribution warehouses utilized by online retailers; potential for future legislative changes; and projecting economic trends into sales tax forecasting.

COMMITTEE REPORTS

Vice Chair Dressler commended staff on the decrease in injury rates as reported on the City's 2017 OSHA Form 300A.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions.

PUBLIC COMMENTS

There were no public comments.

COMMISSION BUSINESS

2. MINUTES

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

Approve the minutes of a regular meeting of the Finance Commission held on February 5, 2018.

3. TREASURER'S REPORT FOR THE QUARTER ENDED DECEMBER 31, 2017

Don Collins, City Treasurer, presented the report and answered questions.

Commission discussion included: interest rates compared to market value basis points; the City's policy to hold assets to maturity; and forecasting financial recession.

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

Recommend that the City Council receive and file the Treasurer's Report for the quarter ended December 31, 2017.

4. FISCAL YEAR 2017-18 JANUARY BUDGET UPDATE

Roger Galli, Budget Officer, presented the item and answered questions. Kristin Griffith, Director of Administrative Services, was also present and answered questions.

Commission discussion included: first half property tax receipts; the status of the General Plan update; an explanation of transfers out; the Quarterly Special Funds revenue report; an update on the payment status of the Department of Finance (DOF) funds; and estimating and budgeting for the CalPERS pre-payment savings.

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

Receive and file the Fiscal Year 2017-18 January Budget Update.

5. RESERVATION FEES FOR NEW FACILITIES OPENING IN FISCAL YEAR 2018-19

Mike Dominguez, Community Services Administrator, introduced the item, Mike Cribbin, Senior Management Analyst, presented the item and both were available to answer questions. Darin Loughrey, Manager of Parks & Recreation, was also present and answered questions.

Commission discussion included: an overview of the six categories that make up the facility reservation hourly fee schedule and the breakdown in usage between each category; the most utilized community centers; the opportunity for free play on the pickleball courts; and the status of the cost recovery study for Community Services programs and services.

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

Recommend that the City Council adopt - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA, SETTING FEES FOR FACILITY RESERVATIONS AT PORTOLA SPRINGS COMMUNITY CENTER, LOS OLIVOS COMMUNITY CENTER, AND PICKELBALL COURTS CITYWIDE

6. AMENDMENT TO CONSULTANT CONTRACT FOR BUILDING AND SAFETY INSPECTION SERVICES

Susan Wheelock, Senior Management Analyst, presented the item and answered questions.

Commission discussion included: the percentage of inspections assigned to consultants; explaining core versus contingent workload and staffing; clarifying how the consultants are paid; and a comparison of the burden rate between a City employee and a consultant.

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

Recommend that the City Council approve an amendment to the consultant services contract with The Code Group, Inc. dba VCA Code, in the amount of \$1,025,000 to provide building and safety inspection services, and authorize the Mayor to execute the amendment.

7. AUTHORIZATION TO ACCESS STATE AND FEDERAL LEVEL SUMMARY

CRIMINAL HISTORY INFORMATION FOR EMPLOYMENT, VOLUNTEERS, CONTRACTORS, LICENSING OR CERTIFICATION PURPOSES AND AMENDING THE MASTER FEE SCHEDULE TO INCLUDE THE CANNABIS TESTING LABORATORY APPLICATION FEES

Mike Hallinan, Commander, presented the item and answered questions.

Commission discussion included: confirming the LiveScan requirement for all owners; existing businesses adding additional testing services; and the duration of the application process.

RECOMMENDED ACTION: Moved by Commissioner Sievers, seconded by Commissioner Shute, and unanimously carried by those members present, to:

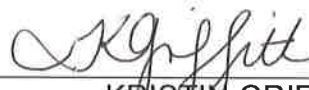
- 1) Recommend the City Council Adopt - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA APPROVING AN APPLICATION FOR AUTHORIZATION TO ACCESS STATE AND FEDERAL LEVEL SUMMARY CRIMINAL HISTORY INFORMATION FOR EMPLOYMENT, VOLUNTEERS, CONTRACTORS, LICENSING OR CERTIFICATION PURPOSES
- 2) Recommend the City Council Adopt - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE, CALIFORNIA AMENDING THE MASTER FEE SCHEDULE TO INCLUDE THE CANNABIS TESTING LABORATORY APPLICATION FEES ADOPTED THROUGH ORDINANCE 18-02

ADJOURNMENT

By consensus, Chair Stein adjourned the meeting at 7:24 p.m.



RUSSELL STEIN
CHAIR



KRISTIN GRIFFITH
DIRECTOR OF ADMINISTRATIVE
SERVICES



MELINDA NEUMANN
RECORDING SECRETARY

4/30/18

DATE APPROVED