



**MINUTES
FINANCE COMMISSION REGULAR
MEETING
May 21, 2018**

City Council Chamber
1 Civic Center Plaza
Irvine, CA 92606

CALL TO ORDER – 5:30 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

Chair Stein led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

ANNOUNCEMENTS

There were no announcements.

PRESENTATIONS

There were no presentations.

COMMITTEE REPORTS

There were no committee reports.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions.

PUBLIC COMMENTS

There were no public comments.

COMMISSION BUSINESS

1. MINUTES

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

Approve the minutes of a regular meeting of the Finance Commission held on May 14, 2018.

The motion carried as follows:

AYES:	3	COMMISSIONERS:	Dressler, Sievers, Stein
NOES:	0	COMMISSIONERS:	None
ABSENT:	1	COMMISSIONERS:	Reyno
ABSTAIN:	1	COMMISSIONERS:	Shute

2. AWARD OF FINAL DESIGN CONTRACT FOR THE JAMBOREE PEDESTRIAN BRIDGE (CONTINUED)

Manual Gomez, Director of Public Works, introduced the item. Portia Mina, Purchasing Agent, and Tom Perez, Capital Improvement Program Administrator, answered questions. Kristin Griffith, Director of Administrative Services, also answered questions.

Commission discussion included: evaluating for fair and reasonable pricing; funding source; and tracking the contract to ensure adherence to scope of work.

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

Recommend that the City Council approve and authorize the Mayor to execute a professional services contract with T.Y. Lin International in the amount not-to-exceed \$1,344,960 for the preparation of environmental and construction documents for the Jamboree Pedestrian Bridge, CIP 321601.

3. FISCAL YEAR 2018-19 BUDGET DELIBERATIONS AND RECOMMENDATIONS BY THE FINANCE COMMISSION

Chair Stein distributed copies of the Finance Commission’s potential recommendations for consideration and discussion.

Kristin Griffith, Director of Administrative Services, and Barbara Arenado, Senior Management Analyst, answered questions.

Commission discussion included: citywide budget strengths and weaknesses; better and measurable performance standards; automated and digitization processes citywide; opportunities for efficiencies; potential for reimbursing equestrian officers for transport fees; increasing commission stipends; evaluating the potential for a two-year budget cycle; an increased focus on grant opportunities; the contingency reserve threshold; revenue stress testing; unfunded pension liability; and cost recovery.

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

Recommend City Council adopt the proposed Fiscal Year 2018-19 Budget with the following SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis from the Finance Commission:

STRENGTHS

1. Strong staff talent
2. Fiscally sound budget process and policies
3. Stable and diversified revenues
4. Strong contingency reserve
5. Strong advisory commissions and committee structure

WEAKNESSES

1. Underestimated future costs in the Strategic Business Plan
2. Lack of transparency in revenue and expenses to and from special funds
3. Lack of analysis regarding future repair and rehabilitation costs, and funding sources to meet those needs

OPPORTUNITIES

1. Each City department create a process improvement plan using innovation to improve operations and reduce costs
2. Negotiate higher revenue sharing from the OCFA for shared fire protection services costs
3. Increase public/private partnerships to enhance utilization of City assets and Great Park facilities
4. Greater focus on implementing best practices from other cities and private businesses
5. Consider a two-year budget cycle to improve operating efficiencies
6. Centralize opportunities to seek regional, state, and federal grants
7. Establish department performance goals and budget to meet those goals

THREATS

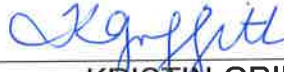
1. Eroding sales tax revenue from the shift to online sales
2. Business regulations and minimum wage changes increasing outsourced vendor contracts

ADJOURNMENT

By consensus, Chair Stein adjourned the meeting at 7:12 p.m.



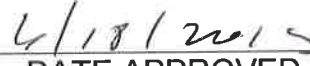
RUSSELL STEIN
CHAIR



KRISTIN GRIFFITH
DIRECTOR OF ADMINISTRATIVE
SERVICES



MELINDA NEUMANN
RECORDING SECRETARY



DATE APPROVED