

**MINUTES OF THE CITY OF COSTA MESA
FINANCE AND PENSION ADVISORY COMMITTEE**

April 11, 2018

4:00 PM

1. CALL TO ORDER

The meeting was called to order by Vice-Chair Ralph Taboada at 4:02 p.m. in Conference Room 1A at Costa Mesa City Hall, 77 Fair Drive, Costa Mesa, California.

2. ROLL CALL

Members Present: Vice-Chair Ralph Taboada, Members Teresa Drain, Don Harper, John Hinson, Bob Juneman, Marwan Khalifa, Wendy Leece, Tom Pollitt, Richard Riva, Anna Vrska, Mayor Sandra Genis

Members Absent: Al Melone

Staff Present: City Manager Tom Hatch, Assistant City Manager Tammy Letourneau, Assistant Finance Director Colleen O'Donoghue, Revenue Supervisor Anna Baca, Management Analyst Ray Hull, Office Specialist Lauren Clark, Administrative Assistant Cassandra Burkart

Staff Absent: Interim Finance Director Kathy Rafferty

3. PUBLIC COMMENTS

Beth Refakes requested the City look into whether or not the City is getting its fair share of sales tax from the OC Fairgrounds.

4. WELCOME NEW COMMITTEE MEMBERS

Vice-Chair Ralph Taboada welcomed the new FIPAC members.

5. APPOINTMENT OF NEW CHAIR AND VICE-CHAIR

Bob Juneman nominated Vice-Chair Ralph Taboada for Chairman.

MOTION/SECOND: Bob Juneman/Wendy Leece

Ayes: Teresa Drain, Don Harper, John Hinson, Bob Juneman, Marwan Khalifa, Wendy Leece, Tom Pollitt, Richard Riva, Ralph Taboada, Anna Vrska

Nays: None

Abstain: None

Absent: Al Melone

Motion Carried: 10-0-0-1

Anna Vrska nominated John Hinson for Vice-Chairman.

MOTION/SECOND: Anna Vrska/Ralph Taboada

Ayes: Teresa Drain, Don Harper, John Hinson, Bob Juneman, Marwan Khalifa, Wendy Leece, Tom Pollitt, Richard Riva, Ralph Taboada, Anna Vrska

Nays: None

Abstain: None

Absent: Al Melone

Motion Carried: 10-0-0-1

6. MEMBERS REPORTS, COMMENTS, AND SUGGESTIONS

- a. Tom Pollitt questioned the need for the Police Mobile Command Vehicle.
- b. Richard Riva asked if there is a way to remove Mobile Command Vehicle purchase, or any expense, from the budget to balance the budget.
- c. John Hinson suggested a special session to discuss how the FiPAC committee can influence the City Council.
- d. Anna Vrska and Wendy Leece suggested to put FiPAC members' reports at the end of the agenda.
- e. Wendy Leece shared Sen. Moorlach's Bills SB 1031, 1032, and 1033 with the Committee and requested the FiPAC members send letters of support as individuals to Sen. Moorlach's office.

7. APPROVAL OF MINUTES OF THE FEBRUARY 14, 2018 FIPAC MEETING

MOTION/SECOND: Ralph Taboada/Bob Juneman

Ayes: John Hinson, Bob Juneman, Tom Pollitt, Richard Riva, Ralph Taboada, Anna Vrska

Nays: None

Abstain: Teresa Drain, Don Harper, Marwan Khalifa, Wendy Leece

Absent: Al Melone

Motion Carried: 6-0-4-1

8. OLD BUSINESS

- a. Filled & Vacant Position-Update
Tammy Letourneau passed out documentation regarding the vacant positions presently in the City. Tom Hatch stated that we are actively looking to fill vacant positions but always scrutinize if vacant positions need to be filled.
- b. Mid-Year Budget Report – Update
Ralph Taboada advised that a three-member subcommittee (Taboada, Leece, Pollitt) will look over 5-Year Forecast and prepare a letter to City Council.
 - i. Colleen O'Donoghue addressed an issue with the City's automated payroll system where the PERS payment component was incorrectly coded, resulting in overstating PERS payments by \$2.5 million. Finance Department is currently working with IT on a solution.
- c. Orange County Fair-Sales Tax Collection Update
Anna Vrska is waiting on a tax receipt update from OC Assessor's Office and collection timeline. Teresa Drain volunteered to help Anna Vrska and Ralph Taboada in collecting information on this matter. This FiPAC sub-committee will continue to review collection of sales tax at the OC Fairgrounds, OCC Swap Meet, and City business tax.
- d. Transient Occupancy Tax – Update
Ralph Taboada says TOT sub-committee will solicit Travel Costa Mesa's position on a potential increase in TOT rate. Ralph Taboada stated the City should take a look at short-term rentals such as Airbnb and settle on a position on whether or not to charge TOT taxes on these.

9. NEW BUSINESS

- a. Discussion regarding FY 18-19 budget process and involvement of the FiPAC.
 - i. Moved date of May 9, 2018 FiPAC meeting to May 16 to provide FiPAC members time to review FY 18-19 Preliminary Budget document. May 16 meeting will be dedicated to just FY 2018-19 Preliminary Budget review.
 - ii. Calendar a tentative May 23, 2018 FiPAC meeting to address other items if needed.

10. DISCUSSION REGARDING FUTURE AGENDA ITEMS

Ralph Taboada agrees with Don Harper, there needs to be an informal orientation for new FiPAC members. Meeting will be scheduled by City Manager's Office.

11. ADJOURNMENT - The meeting was adjourned at 6:00 p.m. to the next regular Meeting of the Finance and Pension Advisory Committee on Wednesday, May 16, 2018 at 4:00 p.m.



Ralph Taboada, Chair



Tamara Letourneau, Assistant City Manager