



CITY OF NEWPORT BEACH FINANCE COMMITTEE AGENDA - Final

Community Room - 100 Civic Center Drive, Newport Beach, CA 92660

Thursday, November 14, 2024 - 3:00 PM

Finance Committee Members:

Joe Stapleton, Mayor Pro Tem / Chair
Will O' Neill, Mayor
Noah Blom, Council Member
Allen Cashion, Committee Member
William Collopy, Committee Member
Keith Curry, Committee Member
Nancy Scarbrough, Committee Member

Staff Members:

Grace K. Leung, City Manager
Jason Al-Imam, Finance Director/Treasurer
Shelby Burguan, Deputy Finance Director
Marlene Burns, Buyer

NOTICE REGARDING PRESENTATIONS REQUIRING USE OF CITY EQUIPMENT

Any presentation requiring the use of the City of Newport Beach's equipment must be submitted to the Finance Director/Treasurer 24 hours prior to the scheduled Finance Committee meeting.

NOTICE REGARDING PUBLIC PARTICIPATION

Questions and comments may also be submitted in writing for the Finance Committee's consideration by sending them to Jason Al-Imam, Finance Director/Treasurer, at jalimam@newportbeachca.gov. To give the Finance Committee adequate time to review your questions and comments, please submit your written comments by no later than 5 p.m. the day prior to the Finance Committee meeting. All correspondence will be made part of the record.

NOTICE TO THE PUBLIC

The Finance Committee meeting is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that their agenda be posted at least twenty-four (24) hours in advance of each special meeting and that the public be allowed to comment on agenda items before the Committee and items not on the agenda but are within the subject matter jurisdiction of the Finance Committee. The Chair may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

It is the intention of the City of Newport Beach to comply with the Americans with Disabilities Act ("ADA") in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Newport Beach will attempt to accommodate you in every reasonable manner. If requested, this agenda will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Please contact the City Clerk's Office at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible at (949) 644-3127 or jalimam@newportbeachca.gov.

I. CALL MEETING TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

Public comments are invited on agenda and non-agenda items generally considered to be within the subject matter jurisdiction of the Finance Committee. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The Finance Committee has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.

V. **CONSENT CALENDAR**

A. **MINUTES OF OCTOBER 10, 2024**

Recommended Action:

Approve and file.

[DRAFT MINUTES OF OCTOBER 10, 2024](#)

[5A1 CORRESPONDENCE DRAFT MINUTES 10102024](#)

VI. **CURRENT BUSINESS**

A. **INTERNAL AUDIT PROGRAM UPDATE**

Summary:

The Finance Department established an Internal Audit Program in 2020 to help management maintain a comprehensive framework of internal controls. Internal audits are performed each year in connection with a recent internal control risk assessment. This report provides an update on internal audit activities to date and also recommends that a new internal audit risk assessment be performed in 2025.

Recommended Action:

Receive and file.

[STAFF REPORT](#)

[ATTACHMENT A](#)

[ATTACHMENT B](#)

[ATTACHMENT C](#)

[6A1 STAFF PRESENTATION](#)

B. **OPEB ACTUARIAL VALUATION REPORT UPDATE**

Summary:

Staff will provide the Committee with an overview of the Fiscal Year 2023-24 actuarial valuation report prepared by the City's actuary.

Recommended Action:

Receive and file.

[STAFF PRESENTATION](#)

C. CALPERS UPDATE

Summary:

Staff will provide the Committee with an update on the City's pension funded status based on the most recent actuarial valuation report provided by CalPERS in July 2024.

Recommended Action:

Receive and file.

[STAFF PRESENTATION](#)

D. FIRST QUARTER BUDGET UPDATE

Summary:

The Finance Department prepares quarterly financial reports to review the status of revenues and expenditures for the City's General Fund and to monitor budgetary trends in other City funds. This report contains information on revenues, expenditures, and estimated fund balance for the first quarter of Fiscal Year 2024-25. The FY 2024-25 first quarter financial report provides an analysis of the City's financial activity from July through September 2024. A \$5.0 million unrestricted General Fund operating surplus is projected for FY 2024-25 based on information currently available for the end of the first quarter. Recommended budget adjustments for revenues and expenditures are outlined in this report and will be reflected in the proposed first quarter budget amendment.

Recommended Action:

Review and discuss the report on the first quarter of Fiscal Year 2024-25 and provide any recommendations for consideration by the City Manager and City Council.

[STAFF REPORT](#)

[6D1_STAFF PRESENTATION](#)

E. WORK PLAN REVIEW

Summary:

Staff and Finance Committee to review the proposed work plan and identify matters that members would like placed on a future Agenda for discussion, action, or report.

Recommended Action:

Receive and file.

[WORK PLAN](#)

VII. ADJOURNMENT