



CITY OF NEWPORT BEACH FINANCE COMMITTEE AGENDA - Final

100 Civic Center Drive - Crystal Cove Conference Room, Bay 2D

Thursday, October 18, 2018 - 3:00 PM

Finance Committee Members:

Will O'Neill, Chair / Mayor Pro Tem
Diane Dixon, Council Member
Scott Peotter, Council Member
William Collopy, Committee Member
Joe Stapleton, Committee Member
Larry Tucker, Committee Member
VACANT, Committee Member

Staff Members:

Grace K. Leung, City Manager
Carol Jacobs, Assistant City Manager
Dan Matusiewicz, Finance Director / Treasurer
Steve Montano, Deputy Director, Finance
Marlene Burns, Administrative Specialist to the Finance Director

The Finance Committee meeting is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Finance Committee agenda be posted at least seventy-two (72) hours in advance of each regular 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.

The City of Newport Beach's goal is 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, we will attempt to accommodate you in every reasonable manner. Please contact Dan Matusiewicz, Finance Director, 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) 644-3123 or dmatusiewicz@newportbeachca.gov.

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 Department 24 hours prior to the scheduled meeting.

I. CALL MEETING TO ORDER

II. ROLL CALL

III. 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.

IV. CONSENT CALENDAR

A. MINUTES OF SEPTEMBER 6, 2018

Recommended Action:

Approve and file.

[DRAFT MINUTES 090618](#)

V. **CURRENT BUSINESS**

A. **STATUS OF INSURANCE RESERVE (GENERAL LIABILITY AND WORKERS' COMPENSATION) FUND**

Summary:

The Insurance Reserve Fund was established to account for costs associated with the general liability and workers' compensation programs. The City employs an actuary to estimate the liabilities and recommend a range of funding options associated with each program. The actuary will provide a high-level review of the actuarial valuations and key trends. Staff has identified preliminary recommendations that should be considered in the proposed 2019-2020 Budget.

Recommended Action:

Receive and file.

[STAFF REPORT](#)

[ATTACHMENT A](#)

[ATTACHMENT B](#)

B. **FUNDING STATUS OF KEY RESERVES**

Summary:

Prudent financial management requires that some portion of available funds be reserved for future use. Council Reserve Policy F-2 establishes reserve requirements and funding policies associated with key reserves. Staff has prepared a summary of the funding status of the City's key reserves for the Committee's review.

Recommended Action:

Receive and file.

[STAFF REPORT](#)

[ATTACHMENT A](#)

[ATTACHMENT B](#)

C. **FISCAL SUSTAINABILITY PLAN REVIEW**

Summary:

The Finance Committee periodically reviews the Fiscal Sustainability Plan to align its ongoing work with the Plan and to consider any changes deemed necessary. Many of the elements contained in the plan are incorporated in Council policies that are reviewed by the Finance Committee on an ongoing basis.

Recommended Action:

Review the Fiscal Sustainability Plan, suggest and recommend changes as needed for submittal to the City Council for final approval.

[STAFF REPORT](#)

[ATTACHMENT A](#)

D. FISCAL YEAR 2017-2018 YEAR END SURPLUS

Summary:

The Finance Department has prepared a preliminary 2017-2018 fiscal year-end General Fund surplus estimate.

Recommended Action:

Receive and file.

[STAFF REPORT](#)

E. BUDGET AMENDMENTS (QUARTER ENDED SEPTEMBER 30, 2018)

Summary:

The purpose of this memorandum is to report on the budget amendments for the first quarter of Fiscal Year 2018-2019. All budget amendments are in compliance with City Council Policy F-3, Budget Adoption and Administration.

Recommended Action:

Receive and file.

[STAFF REPORT](#)

[ATTACHMENT A](#)

F. WORK PLAN REVIEW

Summary:

Staff has provided the Committee agenda topics scheduled for the remainder of the calendar year.

Recommended Action:

Receive and file.

[ATTACHMENT A](#)

**VI. FINANCE COMMITTEE ANNOUNCEMENTS ON MATTERS WHICH MEMBERS
WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR
REPORT (NON-DISCUSSION ITEM)**

VII. ADJOURNMENT