

### **Finance and Pension Advisory Committee (FiPAC)**

Committee consists of nine (9) regular member positions each serving two-year terms. The Committee meets monthly and:

- a. Provides advice to the City Council regarding events and issues which may affect the financial status of the City, including proposed state or federal legislation.
- b. Reviews short term and long range financial planning, including retirement benefits and/or actuariales and strategies on reducing unfunded liabilities.
- c. Reviews the City's financial documents and statements.
- d. Makes recommendations to the City Council regarding amendments to financial policies and processes.
- e. Annually reviews the City's investment policy and recommends any changes, if any; and reviews the investment portfolio to ensure compliance with the approved investment policy.

### **Mayor Stephens recommendations:**

- Advise the City Council in advance of significant votes related to annual financial matters as well as other financial matters that arise from time to time. For instance, the FiPAC shall advise the City Council annually on the adoption of the City's budget (both the operating budget and the Capital Improvement Program), the allocation of any budget surpluses, the City's investment performance and policies, multi-year forecasts presented by City staff to the City Council, and adjustments under consideration at the time of the mid-year budget report. At the request of City staff or the City Council, FiPAC shall advise the City Council prior to a vote on material financial decisions, including, for example, review of fees to be charged by the City, incentive programs and development agreements. The FiPAC's meetings will coincide with the City Council meetings for which the FiPAC will be advising the City Council and will be scheduled sufficiently in advance of the City Council meeting for the FiPAC to provide thoughtful and meaningful advice in writing.
- No subcommittee of the FiPAC will be formed without the approval of the City Council liaison and the City Attorney. Subcommittees, if any, shall be focused on a discrete issue and shall be of limited duration and shall be comprised of fewer than a majority of the FiPAC's members.
- The FiPAC shall have Seven (7) members and no alternates. Each councilmember shall have the opportunity to either nominate a member of the FiPAC or to defer his or her nomination to the Council liaison. The Council shall vote on the composition of the FiPAC.

### **Council Member Harper recommendations: (highlighted are changes)**

- The scope and purpose of the FiPAC shall be to advise the City Council in advance of significant votes related to ~~annual~~ **significant** financial matters ~~as well as other financial matters~~ that arise from time to time. For instance, the FiPAC shall advise the City Council annually on the adoption of the City's budget (both the operating budget and the Capital Improvement Program), the allocation of any budget surpluses, the City's investment performance and policies, multi-year forecasts

presented by City staff to the City Council, and adjustments under consideration at the time of the mid-year budget report. At the request of City staff or the City Council, FiPAC shall advise the City Council prior to a vote on material financial decisions, including, for example, review of fees to be charged by the City, incentive programs and development agreements. This will require that City staff inform Council members of upcoming agenda item well in advance of the Council meeting. FiPAC will then provide a memorandum in advance of the Council meeting as to their recommendation on the issue. FiPAC must agree in majority on the opinion of the recommendation. The FiPAC's meetings will coincide with the City Council meetings for which the FiPAC will be advising the City Council and will be scheduled sufficiently in advance of the City Council meeting for the FiPAC to provide thoughtful and meaningful advice in writing.

- No subcommittee of the FiPAC will be formed without the approval of the City Council liaison and the City Attorney. Subcommittees, if any, shall be focused on a discrete issue and shall be of limited duration and shall be comprised of fewer than a majority of the FiPAC's members.
- The FiPAC shall have Seven (7) members and no alternates. Each councilmember shall have the opportunity to either nominate a member of the FiPAC or to defer his or her nomination to the Council liaison. The Council shall vote on the composition of the FiPAC.

### **Animal Services Committee**

This Committee consists of seven (7) regular members and two (2) alternate positions, each serving two-year terms. The Committee meets every other month and:

- a. Provides the City with recommendations to improve animal services throughout the City, including pet licensing, animal shelter and adoption services, and responsible pet ownership.
- b. Support animal related community events, such as pet adoptions, vaccination clinics, micro-chipping, etc.
- c. Serves as a liaison to the Police Department and California Department of Fish & Wildlife to sponsor coyote public education and related wildlife programs.
- d. Provides advice regarding the release of live animals within City Limits.

### **Mayor Stephens recommends:**

- The objectives of the Animal Services Committee (the “ASC”) are to provide advice and recommendations to the City Council on animal services issues and to promote pet licensing, assist with planning and execution of animal-related events (e.g., Barktober). The purpose of the Animal Services Committee is to maintain, educate, enrich, and promote animal services programs and resources throughout the City, and to monitor the animal care and control function of the City (e.g., live release rates, adoption, veterinary care, fostering, pet licensing) and advise the City Council of any issues that should be addressed.  
The Committee shall:
  - ✓ Make recommendations to the City Council to improve animal services throughout the City, including pet licensing, animal shelter and adoption services, and responsible pet ownership.
  - ✓ Support animal related community events, such as pet adoptions, vaccination clinics, micro-chipping, etc.
  - ✓ Advise the City Council in advance of significant votes related to the animal care and control functions of the City.
- The ASC shall meet monthly except for August and December. Meetings shall be on the fourth Wednesday of the month at 4 p.m. Meeting times and dates are subject to change. If the ASC is being asked to provide advice and recommendations to the City Council, its meeting regarding that issue shall be scheduled sufficiently in advance of the City Council meeting for the ASC to provide thoughtful and meaningful advice in writing.
- No subcommittee without the approval of the City Council liaison and the City Attorney. Subcommittees, if any, shall be focused on a discrete issue and shall be of limited duration and shall be comprised of fewer than a majority of the ASC’s members.
- Seven (7) members and no alternates. Each councilmember shall have the opportunity to either nominate a member of the ASC or to defer his or her nomination to the Council liaison. The Council shall vote on the composition of the ASC.

### **Active Transportation Committee**

This Committee consists of eleven (11) regular member positions, two (2) alternate positions, and two (2) Ex Officio members – Chamber of Commerce and NMUSD Representatives, each serving two-year terms. The Committee meets monthly and:

- a. Focuses on the review and update of the City's Master Plan of Bikeways and improvements to be made to bikeways in the City.
- b. Evaluates the bikeability and walkability of the City in order to make recommendations for improvement to the City Council.

### **Council Member Reynolds recommends:**

- Nine members, one appointment by each Council Member, and two at-large members (the at-large members to ensure broad representation of different mobility options and experiences (e.g. walk, bike, bus, and age ability).
- No alternates.
- One Ex Officio - NMUSD

### **Council Member Chavez recommends:**

- Create policy that requires active transportation components into the City's law; integrate improvements to walkability and bikeability when doing street repairs and slurry seal projects; and finalize the pedestrian master plan.
- Eliminate all Ad Hoc Committees.
- Seven members, one appointment by each Council Member.
- No alternates.

### **Fairview Park Steering Committee**

This Committee consists of seven (7) regular member positions, two (2) alternate member positions, and one (1) Ex Officio member – OCME Representative, each serving four-year terms. The Committee meets every other month and:

- a. Provides advice to the City Council regarding the implementation of the Fairview Park Master Plan.
- b. Provides recommendations to the City Council on proposed capital improvement projects and compliance with Measure AA.
- c. Presents an annual report to the City Council describing the accomplishments and objectives of the Committee.
- d. Facilitates partnerships, volunteer activities, and educational opportunities to promote local stewardship and engagement with Fairview Park and its environmental resources.
- e. Provides advice on the interpretive, guide, and regulatory sign program for the park, including cultural and biological resource information and the park's history.

### **Council Member Chavez recommends:**

- Prioritize finalizing the Fairview Park Master Plan and find park enhancement opportunities that are compliant with Measure AA.
- Seven members, each Council Member selecting one appointment.
- No alternates.
- Meeting once a month, meetings must pertain to the Master Plan update.

**Mobile Home Park Advisory Committee**

This Committee consists of nine (9) members each serving two-year terms: Three mobile home park owners (or their representative); four mobile home park resident owners; and two independent citizens at-large with no affiliation or relationship with mobile home parks. The Committee meets quarterly and helps to improve the quality of life in mobile home parks and to review matters concerning mobile home parks in the City through healthy communication with park owners, manufactured home owners, and the City Council.

**Council Member Chavez recommendations:**

- Committee identify areas for improvement and suggest ordinances to address the issues.
- No changes to membership.
- Meet once every two months.

### **Housing and Public Service Grants Committee**

This Committee consists of nine (9) regular member positions and one (1) alternate positions each serving two-year terms. The committee typically meets twice a year in March and September. The Committee helps to promote community understanding of the activities funded by the U.S. Housing and Urban Development Department (HUD), and Community Development Block Grants (CDBG) with a focus on social service grants. Additionally, the committee rates and ranks applications for CDBG public service grants, ultimately developing funding recommendations for City Council.

#### **Council Member Chavez recommendations:**

- No changes to the Scope of Work
- Seven (7) Members, each Council Member making one appointment. No alternates.

**Historical Preservation Committee**

This Committee consists of nine (9) regular member positions and two (2) alternate member positions each serving two-year terms. The committee meets monthly and serves to maintain, preserve, educate and promote the city's historical resources.

**Council Member Chavez recommends**

- Explore merging with the Costa Mesa Historical Society (Society) and dissolving the Historical Preservation Committee.



**Traffic Impact Fee Ad Hoc Committee**

This Committee consists of five (5) appointed positions each serving four-year terms; one representing the Chamber of Commerce, one representing major developers', one representing small developers and two at-large positions. The Committee meets on an as-needed basis. The purpose of the committee is to fund the necessary transportation/circulation improvements, which are related directly to the incremental traffic impacts imposed on the City's transportation system by the development of new and/or changing commercial, industrial, and residential uses as permitted by the General Plan. The committee also assists staff on all aspects related to the updating and revision of traffic impact fees.

No changes were suggested by the Council Liaisons.