

I. Call to Order

The meeting was called to order at 1:10 p.m. by Committee Chair Kennedy.

II. Roll Call

Present: Lee Kennedy, Darryl Nind, Mary Platt, Dean Kunicki

Absent: Josie Hirsch

Staff: Brian Gabler, Interim City Manager; Linda Swan, Deputy City Manager; Joseph Toney, Administrative Services Director; Fred Helsel, Acting Community Services Manager; David Yoshitomi, Community Services Manager; Anna Medina, Deputy Community Services Director

III. Review and Approve Minutes

Committee Member Nind moved, and Committee Member Platt seconded, the approval of the minutes for the October 22, 2019 meeting. The motion passed 3-0 with Committee Member Kunicki abstaining.

IV. Public Statements

There were no public statements.

V. Cultural Arts Center – Anna Medina, Fred Helsel, David Yoshitomi

Anna Medina, Deputy Community Services Director, provided the Committee with an overview of the City's Cultural Arts Center (CAC). Ms. Medina identified the operational structure of the CAC and the City Council policy established in 2002, where facility revenue is used to offset a portion of the operating cost. The model established for the CAC is very similar to the model used for the Senior Center. She explained that currently the City pays all the salary and benefits of specified staff, all maintenance and utilities, and capital building expenditures without requiring reimbursements. In return for this arrangement, the CAC annually retains 90% of all earned income and forwards 10% of earned income to the City. Subsequent discussion focused on the Center's strengths and weaknesses, steps implemented since the Vasquez & Company LLP audit, as well as the net profit of \$33,016 for Q1 2019-2020.

Mr. Helsel shared the Center's 2020 schedule as well as supplemental and tentative forthcoming events for the CAC. He explained to the Committee that the Simi Valley Arts Commission expressed a desire to bring a more diverse menu of programs to the community. He explained that historically the CAC managed three to four in-house productions, but that for the 2020 season this was changed to accommodate more outside groups. Mr. Helsel also provided a brief

comparison of other nearby performing arts centers and some of their reported challenges. Thereafter, Mr. Yoshitomi provided examples of typical operating models of performing arts centers. This assessment included summaries of the following models: public private partnership; government run; non-profit operator; fee-for-service operator; and non-profit owner/operator. The Thousand Oaks Civic Arts Plaza's Bank of America Performing Arts Center (BAPAC), Oxnard's PACC, Moorpark High Street Arts Center, La Mirada Theatre, Downey Theatre, and the Santa Paula Theater Center were referenced as nearby examples.

Committee Member Kunicki expressed interest in reducing the burden on the General Fund. He stated that incorporating janitorial services provides a clear picture of cost for the CAC. Committee Member Nind inquired about the profitability affiliated with in-house productions versus rentals of the CAC. He requested that the Arts Commission analyze net income from the various productions at the end of the year to determine the best business decision (in-house production versus rental to outside theatre company) to help reduce General Fund subsidy.

The Committee requested that staff research electronic ticketing and implementing equipment that scans tickets to see if cost savings could be achieved. Chair Kennedy requested that staff provide a copy of their notes used for their presentation to the Committee.

VI. Special Election Cost – (E-mail of October 24, 2019)

Deputy City Manager Linda Swan informed members of the e-mail that was sent on October 24, 2019 regarding costs related to a Special Election and had copies available to the Committee.

VII. City Council Sales Tax Report – (E-mail of October 28, 2019)

Deputy City Manager Linda Swan informed members of the e-mail that was sent on October 28, 2019 regarding a Sales Tax Staff Report presented to the City Council, and had copies available to the Committee.

VIII. Status of Implementation of Budget Advisory Recommendations

Deputy City Manager Linda Swan provided the Committee with an update on the status of the Budget Advisory Committee recommendations presented to the City Council in May of 2018.

IX. Future Agenda Items – Topics for Next Meeting

Committee Member Kunicki requested that the Reason Foundation remain as a future agenda item for the Committee to revisit. He also requested that staff provide a comparison of budgeted staffing for the Environmental Services Department (Building Safety and Planning Division) for FY 2017-18 and FY 2019-20. Chair Kennedy also commented that he would provide survey results at the next meeting.

X. Employee Survey Update

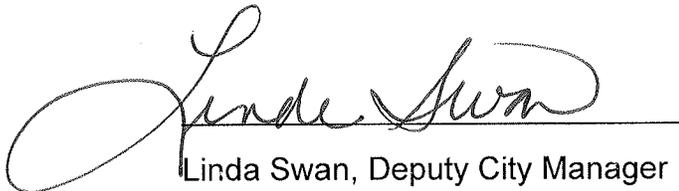
Committee Chair Kennedy stated that he would have the survey results to the Committee at the January meeting. He explained that due to work demands and out of state travel, he did not have an opportunity to complete the analysis for all of the questions.

XI. Calendar Next Meeting

The next meeting is scheduled for Wednesday, January 15, 2020 at 1:00 p.m.

XII. Adjourn

Meeting adjourned at 2:52 p.m.



Linda Swan, Deputy City Manager