

**CITY OF COSTA MESA**  
**FINANCE ADVISORY COMMITTEE**  
**~ MINUTES ~**  
**MARCH 25, 2014**

**CALL TO ORDER**

The meeting was called to order at 3:32 p.m. by Mr. Shaw

**ROLL CALL**

Roll Call was taken. The Finance Advisory Committee is composed of ten (10) voting members. Committee members and staff members present were:

Committee Members present:

Mr. Terry Shaw, Alternate Chairperson  
Mr. James Fisler, Member  
Mr. John Hinson, Member  
Mr. Howard Hull, Member  
Mr. Robert Juneman, Member  
Mr. Richard Riva, Member  
Mr. Thomas Hatch, CEO

Staff Members present:

Ms. Colleen O'Donoghue, Assistant Finance Director  
Ms. Anna Baca, Tax Auditing Specialist  
Ms. Kathy Ulrich, Executive Secretary

Committee Members absent:

Mr. Shawn Dewane, Chairperson  
Mr. Stephen Mensinger, Mayor's Designee

Staff Members absent:

Mr. Stephen Dunivent, Interim Finance Director

**PUBLIC COMMENT**

Beth Refakes thought the Ethics Policy was good to have and why now, and what about the past? Were there not agreements with the Associations?

**COMMITTEE MEMBER  
COMMENTS**

There were no member comments.

**APPROVAL OF MINUTES**

A motion was made by Mr. Juneman and seconded by Mr. Fisler to approve the minutes of January 28, 2014. Upon a voice vote, the motion carried 7-0.

**NEW BUSINESS**

Mr. Gary Armstrong, Development Services/Economic Development Director, gave a presentation that included sales tax updates, preliminary thoughts on economic development and the 2013 Community Economic Profile.

Ms. Tammy Letourneau, Assistant Chief Executive Officer, presented the Committee with a draft of the City's Ethics Policy to review. After discussion, a move was made by Mr. Riva and seconded by Mr. Hull, to move the Ethics Policy forward to City Council. The motion carried 7-0.

**OLD BUSINESS**

Ms. O'Donoghue informed the Committee that online renewals for business licenses was in process and everything was going well. Business licenses for new applicants will go live on April 21<sup>st</sup>.

**OPEN DISCUSSION / FUTURE AGENDA ITEMS**

Future agenda items:

- How can the FAC help Economic Development?
- Chandler Asset Management at the April 29th Meeting
- Types of system reports from HdL business license software

**ADJOURNMENT**

Mr. Shaw adjourned the meeting at 5:10 p.m., in memory of Mr. David Stiller.

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Terry Shaw, Co-Chair

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Stephen Dunivent, Interim Finance Director