

**MINUTES – CITIZENS OVERSIGHT/ FINANCE
ADVISORY COMMITTEE
REGULAR MEETING – JANUARY 16, 2018
VETERANS MEMORIAL HALL – 3:30 P.M.**

MEMBERS PRESENT:	Barbara Spagnola	Chairperson
	Bart Beckman	Member
	David Betonte	Member
	John Erwin	Member
	Walter Heath	Member
	Dawn Addis	Member
	John Martin	Member
STAFF PRESENT:	Scott Collins	City Manager
	Jennifer Callaway	Finance Director
	Monique Lomeli	Account Clerk

ESTABLISH A QUORUM AND CALL TO ORDER

A quorum was established with 7 members present and the meeting was called to order at 3:30 p.m.

COMMITTEE MEMBERS ANNOUNCEMENTS & PRESENTATIONS

<https://youtu.be/ioCzAIzFFh4?t=1m59s>

Member Heath expressed sentiments regarding the recent Montecito tragedies, encouraging the public to support local businesses and participate in community clean-up events.

PUBLIC COMMENT PERIOD

<https://youtu.be/ioCzAIzFFh4?t=3m45s>

No public comment.

A. CONSENT CALENDAR

- 1. APPROVAL OF MINUTES FOR THE NOVEMBER 28, 2017, REGULAR CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING**

<https://youtu.be/ioCzAIzFFh4?t=4m1s>

MOTION: Member Addis moved to approve the CFAC meeting minutes of November 28, 2017 as presented. Member Betonte seconded and the motion carried 7-0.

B. BUSINESS ITEMS

1. BRIEF FINANCE DEPARTMENT UPDATE – AUDIT AND CAFR
<https://youtu.be/ioCzAIzFFh4?t=4m49s>

Finance Director Jennifer Callaway presented a brief financial update, summarizing efforts to increase transparency, and responded to Committee Member inquiries.

Member Martin suggested modifying the AP ledger to include vendor information and purchase descriptions.

No public comment.

2. REVIEW OF FY 2017/18 FIRST QUARTER TRANSACTIONS FROM THE COLLECTION OF THE GENERAL PURPOSE LOCAL SALES TAX, COMMONLY KNOWN AS “MEASURE Q”
<https://youtu.be/ioCzAIzFFh4?t=21m11s>

Finance Director Callaway presented the staff report.

Committee Members provided feedback on the format of the First Quarter Transactions report.

There was a discussion regarding the use of Measure Q funds for storm drain maintenance and a School Resource Officer.

In response to inquiry by Member Erwin, Finance Director Callaway agreed to provide information regarding the secondary funding source of the School Resource Officer.

No public comment.

3. REVIEW OF CITY COUNCIL PRESENTATION FOR JANUARY 23, 2018 COUNCIL MEETING
<https://youtu.be/ioCzAIzFFh4?t=46m3s>

Chairperson Spagnola presented a draft PowerPoint presentation entitled “Citizens Oversight Committee Measure Q Overview” and received Committee feedback regarding format and edits.

No public comment.

4. REVIEW OF FY 18/19 BUDGET DATES (Receive & File)
<https://youtu.be/ioCzAIzFFh4?t=1h10m57s>

Finance Director Callaway presented the FY 18/19 budget dates.

The Committee suggested educating the community through an informational timeline, including a narrative tied into annual goals and objectives.

No public comment.

5. SUBCOMMITTEE UPDATES

a. PUBLIC FRIENDLY BUDGET DOCUMENTS SUBCOMMITTEE

The subcommittee encouraged staff to make the budget friendly document more accessible on the main page of the City's website, move forward on the budget calendar created by the subcommittee, and research options regarding a potential budget webcast.

No public comment.

6. FUTURE AGENDA ITEMS

<https://youtu.be/ioCzAIzFFh4?t=1h28m27s>

The Committee requested the mid-year budget review be included on the next meeting agenda.

C. SCHEDULE NEXT MEETING

The next Regular Meeting of the Citizens Finance Advisory Committee is scheduled for Tuesday, February 20, 2018.

D. ADJOURNMENT

<https://youtu.be/ioCzAIzFFh4?t=1h44m19s>

The meeting adjourned at 5:15 p.m.

Recorded by:
Monique Lomeli