

**MINUTES – CITIZENS OVERSIGHT/ FINANCE
ADVISORY COMMITTEE
REGULAR MEETING – FEBRUARY 19, 2019
VETERANS MEMORIAL HALL – 3:30 P.M.**

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| MEMBERS PRESENT: | Barbara Spagnola | Chair |
| | John Martin | Vice-Chair |
| | Lois Johnson | Member |
| | Bill Bowes | Member |
| | David Betonte | Member |
| | Homer Alexander | Member |
| MEMBERS ABSENT: | Bart Beckman | Member |
| STAFF PRESENT: | Jennifer Callaway | Finance Director |
| | Valerie Webb | Senior Accounting Technician |

ESTABLISH A QUORUM AND CALL TO ORDER

Chair Spagnola called the meeting to order at 3:30 p.m., with 6 members present.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

COMMITTEE MEMBERS ANNOUNCEMENTS & PRESENTATIONS

STAFF ANNOUNCEMENTS

<https://youtu.be/-QZCjIhQ084?t=1m10s>

Finance Director Callaway reminded committee and attendees of goal setting session on March 1, 2019 at the Vets Hall at 4 pm.

PUBLIC COMMENT PERIOD

<https://youtu.be/-QZCjIhQ084?t=1m53s>

A. CONSENT CALENDAR

1. APPROVAL OF MINUTES FOR DECEMBER 18, 2018 CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING.

<https://youtu.be/-QZCjIhQ084?t=4m44s>

MOTION: Member Bowes moved to approve A-1 as submitted. Member Martin seconded, and the motion carried 6-0.

B. BUSINESS ITEMS

1. NEW MEMBER INTRODUCTIONS

<https://youtu.be/-QZCjIhQ084?t=6m24s>

Lois Johnson, CFO Twin Cities

Bill Bowes, Retired Navy and Business Man

Homer Alexander, Retired

2. ELECTION OF CHAIR PERSON AND VICE CHAIR PERSON

<https://youtu.be/-QZCjIhQ084?t=9m42s>

Chair and Vice Chair terms expired in January 2019.

MOTION: Vice Chair Martin nominated Chair Spagnola for another term, seconded by Member Alexander. Chair Spagnola accepted the nomination with the proviso it is just a one-year term. Motion carried 6-0.

MOTION: Member Betonte nominated Vice Chair Martin for another term, seconded by Member Johnson. Motion carried 6-0.

3. BRIEF FINANCE DEPARTMENT UPDATE

<https://youtu.be/-QZCjIhQ084?t=11m45s>

Finance Director Callaway gave the report and answered questions from the Committee.

4. REVIEW OF FISCAL YEAR 2018/19 SECOND QUARTER BUDGET PERFORMANCE REPORT FOR THE SIX-MONTH PERIOD ENDING DECEMBER 31, 2018 (Finance Director)

<https://youtu.be/-QZCjIhQ084?t=16m2s>

Finance Director Callaway presented an overview.

MOTION: Member Johnson motioned to adjust revenue to \$22,000. Member Bowes seconded. Motion carried 6-0.

MOTION: Member Bowes motioned to a one-time SRO funding. Member Alexander seconded. Motion carried 5-1, with Member Martin voting no.

MOTION: Member Alexander motioned to fund body worn cameras. Member Betonte seconded. Motion carried 6-0.

MOTION: Chair Spagnola motioned to accept all finance staff recommendations of budget revenue and expenditure adjustments. Member Johnson seconded. Motion carried 6-0.

5. REVIEW OF SECOND QUARTER INVESTMENT REPORT (PERIOD ENDING DECEMBER 31, 2018) FOR FISCAL YEAR 2018/2019

<https://youtu.be/-QZCjIhQ084?t=2h17m42s>

There was Committee consensus to hear Item B-6 next.

6. REVIEW OF COUNCIL ACTION FOR CFAC TO REVIEW FINANCIAL UPDATES REPLEATED TO THE WATER RECLAMATION FACILITY (WRF) AND REVIEW SUMMARY OF WRF PROJECT COSTS TO DATE.

<https://youtu.be/-QZCjIhQ084?t=1h36m3s>

Project Manager Casares presented a CFAC WRF Project review role and answered questions from the Committee.

7. FISCAL YEAR 2018/2019 BUDGET BRIEF

<https://youtu.be/-QZCjIhQ084?t=2h17m42s>

There was Committee consensus to carry this Item and Item B-5 to the next meeting.

C. DECLARATION OF FUTURE AGENDA ITEMS

Review of the CAFR will be placed on the next agenda

D. SCHEDULE NEXT MEETING

The next Regular Meeting of the Citizens Finance Advisory Committee is scheduled for Tuesday, March 19, 2019.

E. ADJOURNMENT

The meeting adjourned at 5:53 p.m.

Recorded by:

Tracy McConnell