

**MINUTES – CITIZENS OVERSIGHT/ FINANCE
ADVISORY COMMITTEE
REGULAR MEETING – APRIL 21, 2020
TELECONFERENCE – 3:00 P.M.**

CFAC conducted this meeting in accordance with Section 3 of California Governor Newsom’s Executive Order N-29-20 issued on March 17, 2020 in response to the present State of Emergency in existence due to the threat of COVID-19. This meeting was held via teleconference for all participants.

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| MEMBERS PRESENT: | John Martin | Chair |
| | Barbara Spagnola | Vice-Chair |
| | Bart Beckman | Member |
| | Lois Johnson | Member |
| | Tina Wener | Member |
| | Homer Alexander | Member |
| | Bill Bowes | Member |
| ABSENT: | None | |
| STAFF PRESENT: | Jennifer Callaway | Finance Director |
| | Scott Collins | City Manager |
| | Steve Knuckles | Fire Chief |
| | Matt Viera | Fire Marshall |
| | Rob Livick | City Engineer |
| | Jody Cox | Police Chief |
| | Bonnie Johnson | Support Services, PD |
| | Sandra Martin | Budget/Accounting Manager |
| | Tracy McConnell | Account Clerk III |

ESTABLISH A QUORUM AND CALL TO ORDER

<https://youtu.be/vWL38NrhEO4?t=61>

Chair Martin called the meeting to order at 3:00 p.m., with seven members present.

MOMENT OF SILENCE

COMMITTEE MEMBERS ANNOUNCEMENTS & PRESENTATIONS

None

STAFF ANNOUNCEMENTS

None

PUBLIC COMMENT PERIOD

None

A. CONSENT CALENDAR

1. APPROVAL OF MINUTES FOR THE FEBRUARY 18, 2020 CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING.

<https://youtu.be/vWL38NrhEO4?t=183>

Chair Martin suggested the following correction to the February 18, 2020 meeting minutes: Correct the next regularly scheduled meeting date to April 21, 2020.

MOTION: Member Johnson moved to approve A-1 as amended. Member Wener seconded. Motion carried 7 – 0

B. BUSINESS ITEMS

1. BRIEF FINANCE DIRECTOR UPDATE (FINANCE DIRECTOR)

<https://youtu.be/vWL38NrhEO4?t=241>

Finance Director Callaway gave a presentation including the effects of COVID-19 and answered committee questions.

Public Comment;
None

Chair Martin closed public comment.

The presentation was received and filed.

Committee Member Beckman left the meeting at 4:00 p.m.

2. DISCUSSION AND INPUT ON THE MEASURE Q FY 2020/21 DRAFT PROPOSED BUDGET (FINANCE DIRECTOR)

<https://youtu.be/vWL38NrhEO4?t=1280>

Finance Director Callaway presented a proposed budget and discussed possible changes due to the pandemic. After committee discussion recommendations were made.

MOTION: Member Alexander made a motion to help with this year's budget revenue shortfall and the planning for the next fiscal year's budget instead of deferring the work on the pavement management plan that it be eliminated from the Measure Q funding, the funds would be used to offset police and fire personnel expenses.

Motion was withdrawn after discussion.

MOTION: Member Bowes made a motion that all unallocated Measure Q funds in the for FY 19/20 and FY 20/21 only be allocated at this time to police and fire department and we'll hold on allocating the remaining monies the rest until we have better information regarding what are financial situation will be. Member Alexander seconded.

Public Comment:
None

Chair Martin closed public comment.

After committee discussion the motion was withdrawn.

MOTION: Member Alexander made a motion to approve the Measure Q report as presented. Vice Chair Spagnola seconded motion. Motion carried 6 - 0 - 1, with Member Beckman absent.

C. FUTURE AGENDA ITEMS

The following items were addressed as future agenda items:

1. Presentation of a portion of the operating and capital budgets
2. Water Reclamation Facility (WRF) Quarterly Update
3. Investment Report

D. SCHEDULE NEXT MEETING

The next Regular Meeting of the Citizens Finance Advisory Committee is scheduled for May 19, 2020 at 3:00 pm.

E. ADJOURNMENT

The meeting adjourned at 4:43 pm

Recorded by:
Tracy McConnell