

**MINUTES – CITIZENS OVERSIGHT/ FINANCE  
ADVISORY COMMITTEE  
REGULAR MEETING – AUGUST 20, 2019  
VETERANS MEMORIAL HALL – 3:30 P.M.**

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

No announcements were made.

STAFF ANNOUNCEMENTS

No staff announcements were made.

PUBLIC COMMENT PERIOD

No public comments were made

A. CONSENT CALENDAR

1. APPROVAL OF MINUTES FOR THE JULY 16, 2019 CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING. (FINANCE)

<https://youtu.be/CjRZKqNIFZY?t=1m34s>

MOTION: Member Bowes moved to approve A-1. The motion was seconded by Chair Spagnola and carried 6-0-1 with Member Johnson absent.

B. BUSINESS ITEMS

1. BRIEF FINANCE UPDATE; (FINANCE DIRECTOR)

<https://youtu.be/CjRZKqNIFZY?t=2m31s>

2. FISCAL YEAR 2019/2020 BUDGET BRIEF; (FINANCE DIRECTOR)  
<https://youtu.be/CjRZKqNIFZY?t=5m47s>

Finance Director Callaway provided a brief overview of the report and stated that the report had been updated to include the Committee's suggestions from the previous CFAC meeting. Committee members discussed and provided feedback and suggestions.

Motion: Member Bowes moved to adopt Member Alexander's recommended changes to the Budget in Brief document. The motion was seconded by Chair Spagnola for further discussion.

Public Comment:

Cindy Betonte, Morro Bay, spoke in support of the revised document with Member Alexander's suggestions and revisions.

Chair Spagnola closed public comment.

AMENDED MOTION: Member Bowes moved to adopt Member Alexander's recommended changes to the Budget in Brief Document with the following additions: 1) add a header with the words "Enterprise Funds"; and 2) add personnel data to the document. The motion was seconded by Chair Spagnola and carried 5-1-1 with Member Beckman voting No and Member Johnson absent.

3. DISCUSSION OF MEETING START TIME; (FINANCE DIRECTOR)  
<https://youtu.be/CjRZKqNIFZY?t=41m19s>

Committee discussed changing the meeting start time.

MOTION: Member Beckman moved to recommend to the City Council to change the start time of future CFAC meetings to 3:00 pm. The motion was seconded by Member Bowes and carried 6-0-1 with Member Johnson absent.

4. PRESENTATION AND TRAINING OF OPENGOV TRANSPARENCY PORTAL; (FINANCE DIRECTOR AND SENIOR ACCOUNTING TECHNICIAN)  
<https://youtu.be/CjRZKqNIFZY?t=52m18s>

Finance Director Callaway provided a presentation and training session to the Committee and responded to questions.

The Committee received and filed the presentation.

C. FUTURE AGENDA ITEMS

Discuss formal reporting to City Council  
Fourth Quarter Investment Report  
Fourth Quarter Budget Report

D. SCHEDULE NEXT MEETING

The next Regular Meeting of the Citizens Finance Advisory Committee is scheduled for September 17, 2019 at 3:30 pm.

E. ADJOURNMENT

The meeting adjourned at 5:16 pm

Recorded by:  
Tracy McConnell