

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

MEMBERS PRESENT:	John Martin	Chair
	Barbara Spagnola	Vice-Chair
	Bart Beckman	Member
	Lois Johnson	Member
	Tina Wener	Member
	Homer Alexander	Member
	William Bowes	Member
STAFF PRESENT:	Jennifer Callaway	Finance Director
	Scott Collins	City Manager
	Eric Casares	WRF Program Manager
	Rob Livick	City Engineer
	Joe Mueller	Utility Division Manager
	Tracy McConnell	Account Clerk III

ESTABLISH A QUORUM AND CALL TO ORDER

Chair Martin called the meeting to order at 3:00 p.m., with 7 members present.

**COMMITTEE MEMBERS ANNOUNCEMENTS & PRESENTATIONS**

Committee Member Beckman spoke on people wearing masks on the embarcadero.

**STAFF ANNOUNCEMENTS**

None

**PUBLIC COMMENT PERIOD**

Dan Sedley, questioned the need for a change order regarding the Water Reclamation Facility project.

**A. CONSENT CALENDAR**

1. APPROVAL OF MINUTES FOR THE MAY 19, 2020 CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING.  
<https://youtu.be/YT0KUNQFvOM?t=43>

MOTION: Member Bowes moved to approve A-1. Member Alexander seconded.  
Motion carried 7-0.

**B. BUSINESS ITEMS**

1. BRIEF FINANCE DIRECTOR UPDATE (FINANCE DIRECTOR)  
<https://youtu.be/YT0KUNQFvOM?t=197>

Finance Director Callaway gave a presentation on the current budget situation.

Public Comment  
None

Chair Martin closed public comment.

The presentation was received and filed.

2. REVIEW WRF QUARTERLY UPDATE REPORT AND DISCUSS CFAC ROLE IN WRF REVIEW WITH ADDITIONAL RESPONSIBILITIES AS DIRECTED BY COUNCIL ON JANUARY 28, 2020; (FINANCE DIRECTOR)  
<https://youtu.be/YT0KUNQFvOM?t=603>

Finance Director Callaway introduced the item and handed it over to WRF Program Manager Casares who gave a brief WRF quarterly update and answered Committee Member questions. Committee Member discussion ensued regarding the creation of a subcommittee and questions were answered.

Public Comment:

None

Chair Martin Closed public comment.

The WRF Quarterly Update Report was received and filed.

MOTION: Member Bowes moved to have the committee accept the creation of a WRF subcommittee under the guidelines that were outlined in the proposal presented by Member Bowes. Member Beckmann seconded with discussion.

Member Beckmann requested that the motion be modified to allow one meeting to take place to vet out how this might work.

Following discussion, Member Bowes amended his motion.

MOTION AMENDED: Member Bowes moved to accept the creation of a WRF subcommittee under the guidelines that were outlined in the proposal presented by Member Bowes with the following modifications to the last paragraph to read: "...the subcommittee will operate up until the next CFAC meeting when we discuss the quarterly report and make a determination whether it continues to be on it. The amended motion was seconded by Member Beckman. The motion failed 3-4 with Chair Martin, and Members Alexander, Johnson and Spagnola voting no.

Member Bowes announced his resignation effective immediately and left the meeting.

3. REVIEW OF THE FY 2019/20 THIRD QUARTER INVESTMENT REPORT (PERIOD ENDING MARCH 31, 2020) FOR FISCAL YEAR 2019/20  
<https://youtu.be/YT0KUNQFvOM?t=7109>

Finance Director Callaway presented the report, answered committee member questions and took suggestions.

Public Comment:

None

Chair Martin Closed public comment.

The presentation was received and filed.

C. FUTURE AGENDA ITEMS

The following items were addressed as future agenda items:

1. Quarterly Investment Reports
2. Quarterly WRF Report
3. Audit Update
4. Budget Brief

D. SCHEDULE NEXT MEETING

The Regular Meetings for **Tuesday, September 15, 2020** have been canceled per adopted Resolution No. 07-20.

The next Regular Meeting will be held on **Tuesday, October 20, 2020** at 3:00 p.m. via teleconference.

E. ADJOURNMENT

The meeting adjourned at 5:12 pm

Recorded by:  
Charlee Lowe