

**MINUTES – CITIZENS OVERSIGHT/ FINANCE  
ADVISORY COMMITTEE  
SPECIAL – February 18, 2021  
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*

MEMBERS PRESENT:	John Martin	Chair
	Barbara Spagnola	Vice-Chair
	Bart Beckman	Member
	Lois Johnson	Member
	Tina Wener	Member
	Homer Alexander	Member
	Stephen Peck	Member
STAFF PRESENT:	Katie Lichtig	Interim Finance Director
	Scott Collins	City Manager
	Dana Swanson	City Clerk
	Joe Mueller	Utility Division Manager
	Jody Cox	Police Chief
	Eric Endersby	Harbor Director
	Scot Graham	Community Development Director
	Rob Livick	City Engineer
	Amy Watkins	Commander
	Steve Knuckles	Fire Chief
	Matt Vierra	Fire Marshal
	Sandra Martin	Budget/Accounting Manager
	Eric Casares	WRF Project Manager
	Tracy McConnell	Account Clerk III
	Charlee Lowe	Account Clerk III

ESTABLISH A QUORUM AND CALL TO ORDER

<https://youtu.be/jysaMzGNQOY?t=24>

Chair Martin called the meeting to order at 3:00 p.m. with all but Member Beckman present. Member Beckman joined the meeting at 3:05 pm.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

Chair Martin opened public comment, seeing none, the public comment period was closed.

SPECIAL MEETING AGENDA ITEMS

- I. APPROVAL OF MINUTES FOR THE JANUARY 19, 2021 CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING.

<https://youtu.be/jysaMzGNQOY?t=126>

MOTION: Member Peck moved to approve the minutes from January 19, 2021. The motion was seconded by Vice-Chair Spagnola and carried 6-0-1 with Member Beckman Absent.

II. REVIEW WRF QUARTERLY UPDATE REPORT; (PUBLIC WORKS)

<https://youtu.be/jysaMzGNQOY?t=222>

WRF Project Manager Casares gave a presentation on the project status of the Water Reclamation Facility and answered committee member questions.

Public Comment

None

Chair Martin closed public comment.

The report was received and filed.

III. REVIEW OF FISCAL YEAR (FY) 2020/21 SECOND QUARTER BUDGET PERFORMANCE REPORT FOR SIX-MONTH PERIOD ENDING DECEMBER 31, 2020; (FINANCE)

<https://youtu.be/jysaMzGNQOY?t=3278>

Interim Finance Director Lichtig reported on the second quarter budget performance. The Interim Finance Director and staff answered committee member questions.

Public Comment

None

Chair Martin closed public comment.

The Committee requested clarification from Council regarding CFAC's role in oversight of Measure E funds.

The report was received and filed.

IV. FINANCE DIRECTOR'S UPDATE; (FINANCE)

<https://youtu.be/jysaMzGNQOY?t=5974>

The Interim Finance Director made a brief presentation and answered committee member questions.

Public Comment

None

Chair Martin closed public comment.

The report was received and filed.

C. SCHEDULE NEXT MEETING

The next CFAC meeting will be held on **Tuesday, April 20, 2021** at 3:00 p.m. via teleconference.

D. ADJOURNMENT

The meeting adjourned at 4:54 pm

Recorded by:

Tracy McConnell