

MINUTES –CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE
REGULAR MEETING – AUGUST 17, 2021
TELECONFERENCE – 3:00 p.m.

CFAC conducted this meeting in accordance with California Governor Newsom’s Executive Order N-08-21 issued on June 11, 2021 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-Chairperson |
| Bart Beckman | Committee Member |
| Lois Johnson | Committee Member |
| Homer Alexander | Committee Member |
| Tina Wener | Committee Member |
- ABSENT:
- | | |
|--------------|------------------|
| Stephen Peck | Committee Member |
|--------------|------------------|
- STAFF PRESENT:
- | | |
|--------------------|--|
| Scott Collins | City Manager |
| Sarah Johnson-Rios | Assistant City Manager/Admin Services Dir. |
| Valerie Webb | Senior Accounting Technician |
| Rob Livick | City Engineer |

ESTABLISH QUORUM AND CALL TO ORDER

<https://youtu.be/8b3EUL2aRqI?t=36>

Chair John Martin called the meeting to order at 3:02 p.m. with all but Member Peck present.

COMMITTEE ANNOUNCEMENTS & PRESENTATIONS - None

PUBLIC COMMENT - None

A. CONSENT CALENDAR

<https://youtu.be/8b3EUL2aRqI?t=166>

A-1 APPROVAL OF MINUTES FOR APRIL 20, 2021 CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE MEETING

MOTION: Vice-Chair Spagnola moved to approve minutes from the April 20, 2021 Citizens Oversight/Finance Advisory Committee meeting. The motion was seconded by Member Alexander and carried 6-0-1 with Member Peck absent.

A-2 APPROVAL OF MINUTES FOR MAY 18, 2021 CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE MEETING

Motion: Vice-Chair Spagnola moved to approve minutes from May 18, 2021 Citizens Oversight/Finance Advisory Committee meeting. The motion was seconded by Member Alexander and carried 6-0-1 with Member Peck absent.

B. BUSINESS ITEMS

B-1 BRIEF ASSISTANT CITY MANAGER/ADMIN SERVICES DIRECTOR UPDATE

<https://youtu.be/8b3EUL2aRqI?t=275>

Chair Martin welcomed and introduced Assistant City Manager/Administrative Services Director Sarah Johnson-Rios. Director Johnson-Rios gave a brief introduction and background on her history, provided a brief update on the administrative services department consisting of finance and information technology and announced the upcoming Morro Bay Community Forum regarding the future of the stacks which is scheduled for Wednesday September 8th from 6:00-7:30 pm. More information about the forum is available on the city's website.

No formal action taken.

B-2 CITY COUNCIL GOALS AND OBJECTIVES UPDATE , AND RECEIPT OF CFAC INPUT FOR THE UPCOMING GOALS AND OBJECTIVES SETTING PROCESS

<https://youtu.be/8b3EUL2aRqI?t=949>

City Manager Scott Collins presented the city council goals and objectives and answered Board Member questions.

Public Comment:

Erica Crawford, Morro Bay Chamber President addressed the topic of council goals and objectives.

Chair Martin closed public comment.

Motion: Vice-Chair Spagnola moved to approve the four high level goals as stated with the addition whenever possible to employ SMART (specific, measurable, achievable, realistic, and time sensitive) goals.

Following discussion, Member Alexander requested an amendment to the motion on the floor.

AMENDED MOTION: Member Alexander moved to approve the four goals as stated and make the action items specific, measurable, achievable, realistic, and have a time component where possible. Vice-Chair Spagnola seconded the motion as previously stated as amended and carried 6-0-1 with Member Peck absent.

Motion: Member Alexander motioned that the CFAC committee agrees that the administrative services department's defined action items should be included in the upcoming goals process. The motion was seconded by Member Wener and carried 6-0-1 with Member Peck absent.

B-3 FOURTH QUARTER INVESTMENT REPORT (PERIOD ENDING JUNE 30, 2021) FOR FISCAL YEAR 2020/21

<https://youtu.be/8b3EUL2aRqI?t=5181>

Senior Accounting Technician Valerie Webb gave a brief presentation on the city's investments as of June 30, 2021 and answered Board Member questions.

Public comment:

None

Chair Martin closed public comment

Motion: Member Alexander moved that the CFAC committee received the fourth quarter investment report for the Fiscal Year 2020/2021. The motion was seconded by Member Johnson and carried 6-0-1 with Member Peck absent.

- B-4 REVIEW WATER RECLAMATION FACILITY (“WRF”) QUARTERLY UPDATE REPORT
<https://youtu.be/8b3EUL2aRgl?t=5787>
Kyle Rhorer from Carollo Engineering presented the fourth quarter update report and answered questions from the committee.

Public comment:

Betty Winholtz, Morro Bay, addressed the committee regarding agenda correspondence received for this meeting. It was determined that those technical questions would be most appropriately answered by the PWAB committee.

Chair Martin closed public comment

Motion: Member Beckman moved to receive the quarterly WRF report. The motion was seconded by Member Johnson and carried 6-0-1 with Member Peck absent.

- C. FUTURE AGENDA ITEMS
<https://youtu.be/8b3EUL2aRgl?t=8089>
WFR Quarterly Report
Quarterly Investment Report
Quarterly Budget Performance Report
Council Compensation Review

- D. SCHEDULE NEXT MEETING
The next regularly scheduled Citizen’s Oversight/Finance Committee meeting will be November 16, 2021, at 3:00 pm via teleconference.

- E. ADJOURNMENT
The meeting adjourned at 5:18 p.m.

Recorded by:

Valerie Webb
Senior Accounting Technician