

MINUTES –CITIZENS OVERSIGHT/FINANCE  
ADVISORY COMMITTEE  
REGULAR MEETING – NOVEMBER 16, 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  
                                 Homer Alexander              Committee Member  
                                 Tina Wener                      Committee Member  
                                 Stephen Peck                    Committee Member

ABSENT:                      Lois Johnson                    Committee Member

STAFF PRESENT:            Scott Collins                    City Manager  
                                 Sarah Johnson-Rios          Assistant City Manager/Admin Services Dir.  
                                 Chris Neumeyer              City Attorney  
                                 Dana Swanson                City Clerk  
                                 Emily Conrad                 Finance Manager  
                                 Laurie Goforth                Human Resources Analyst II  
                                 Greg Kwolek                  Director Public Works  
                                 Rob Livick                      City Engineer  
                                 Kyle Rhorer                    Carollo Project Manager  
                                 Paul Amico                      WRF Pipelines PM

ESTABLISH QUORUM AND CALL TO ORDER

<https://youtu.be/QtyRXztSf8o?t=19>

Chair John Martin called the meeting to order at 3:00 p.m. with all but Member Johnson present.

COMMITTEE ANNOUNCEMENTS & PRESENTATIONS - None

PUBLIC COMMENT

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

A.      CONSENT CALENDAR  
<https://youtu.be/QtyRXztSf8o?t=255>

A-1     APPROVAL OF MINUTES FOR AUGUST 17, 2021 CITIZENS OVERSIGHT/FINANCE  
          ADVISORY COMMITTEE MEETING

MOTION: Member Spagnola moved to approve minutes from the August 17, 2021 Citizens Oversight/Finance Advisory Committee meeting. The motion was seconded by Member Wener and carried 6-0-1 by roll call vote with Member Johnson absent.

B. BUSINESS ITEMS

B-1 BRIEF ASSISTANT CITY MANAGER / DIRECTOR UPDATE

<https://youtu.be/QtyRXztSf8o?t=317>

Assistant City Manager/Admin Services Director Johnson-Rios provided a brief update regarding the year-end and audit process/progress and preliminary fund balances. Introduced new Finance Manager Emily Conrad and announced that an Unfunded Liabilities/OPEB study would be presented at 12/21/21 meeting.

Public Comment:

None

Chair Martin closed public comment.

No formal action taken.

B-2 FIRST QUARTER INVESTMENT REPORT (PERIOD ENDING SEPTEMBER 30, 2021) FOR FISCAL YEAR (FY) 2021/22

<https://youtu.be/QtyRXztSf8o?t=958>

Assistant City Manager/Admin Services Director Johnson-Rios presented the report and answered Board Member questions.

Public Comment:

None

Chair Martin closed public comment.

MOTION: Member Peck moved to receive and file the report. The motion was seconded by Member Alexander and carried 6-0-1 by roll call vote with Member Johnson absent.

B-3 DISCUSSION AND RECOMMENDATION ON COUNCILMEMBER COMPENSATION

<https://youtu.be/QtyRXztSf8o?t=1235>

Assistant City Manager/Admin Services Director Johnson-Rios City gave a brief presentation and she, City Manager Collins, and City Clerk Swanson answered Board Member questions.

Public comment:

None

Chair Martin closed public comment.

MOTION: Member Alexander moved to defer discussion of City Council compensation to a future meeting and requested staff prepare a comparison of total compensation including benefits. The motion was seconded by Member Beckman and carried 5-1-1 by roll call vote with Member Spagnola opposed and Member Johnson absent.

B-4 REVIEW WATER RECLAMATION FACILITY ("WRF") QUARTERLY UPDATE REPORT

<https://youtu.be/QtyRXztSf8o?t=4693>

Kyle Rohrer from Carollo Engineering presented report and answered questions from the committee.

Public comment:

None

Chair Martin closed public comment.

MOTION: Member Spagnola moved to receive Quarter 1 2021-22 WRF quarterly report.  
The motion was seconded by Member Peck and carried 6-0-1 by roll call vote with Member Johnson absent.

C. FUTURE AGENDA ITEMS

[https://youtu.be/Xlo\\_Xr35AUQ?t=7208](https://youtu.be/Xlo_Xr35AUQ?t=7208)

1. City Council compensation
2. Measure Q & E unaudited expenditures
3. Unfunded liability/OPEB funding
4. ACFR, either Draft or status of report
5. Follow-up discussion on Council goals if City Manager is available

D. SCHEDULE NEXT MEETING

The next regularly scheduled Citizen's Oversight/Finance Committee meeting will be December 21, 2021, at 3:00 pm via teleconference.

E. ADJOURNMENT

The meeting adjourned at 5:06 p.m.

Recorded by:

Emily Conrad  
Finance Manager