

MINUTES –CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE
REGULAR MEETING – January 16, 2024
VETERAN’S MEMORIAL HALL – 3:30p.m.

MEMBERS PRESENT: Michael Erin Woody Vice-Chairperson
Jean Johnson Committee Member
Brian Dorfman Committee Member

ABSENT: Stephen Peck Chair
Kathy Hoversten Committee Member

STAFF PRESENT: Steve Conway Interim Assistant City Manager/Admin Svc Dir
Emily Conrad Finance Manager
Melissa Green Senior Budget Analyst
Erika Castillo Account Clerk III

ESTABLISH QUORUM AND CALL TO ORDER
<https://youtu.be/vQ73oXdNEIQ?si=hRcrwMmxTnShb8JX&t=32>

Vice-Chair Woody called the meeting to order at 3:35 p.m. with all but Chair Peck and Member Hoversten present.

COMMITTEE MEMBER ANNOUNCEMENTS & PRESENTATIONS
<https://youtu.be/vQ73oXdNEIQ?si=8ZrbHW1P10j02oRC&t=68>

INTERIM ASSISTANT CITY MANAGER/DIRECTOR UPDATE
<https://youtu.be/vQ73oXdNEIQ?si=cxLH-tyOadcO39-m>

PUBLIC COMMENT - NONE

A. CONSENT CALENDAR
https://youtu.be/vQ73oXdNEIQ?si=uJuSkvOnSOwl2Ok_&t=338

A-1 APPROVAL OF MINUTES FOR OCTOBER 17, 2023 CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE MEETING

Recommendation: Approve as submitted

A-2 APPROVAL OF EXCUSED ABSENCE REQUEST FOR COMMITTEE MEMBER
HOVERSTEN

Recommendation: Staff recommends the Citizens Finance Advisory Committee (CFAC) approve the request submitted by CFAC Member Kathy Hoversten to excuse her absence from the January 16, 2024 Regular CFAC Meeting.

MOTION: Member Johnson moved to approval of Consent Items A-1 through A-2. The motion was seconded by Member Dorfman and carried 3-0-2 with Chair Peck and Member Hoversten absent.

B. BUSINESS ITEMS

<https://youtu.be/vQ73oXdNEIQ?si=rEsfrU13RC1ZKzpp&t=383>

B-1 REVIEW OF FISCAL YEAR (FY) 2022-23 TRANSACTIONS FROM THE COLLECTION OF THE GENERAL-PURPOSE LOCAL SALES TAX, COMMONLY KNOWN AS MEASURE E AND PREVIOUSLY MEASURE Q (INTERIM ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR)

https://youtu.be/vQ73oXdNEIQ?si=qolq9rA5cScOq_CQ&t=384

Interim Assistant City Manager/Administrative Services Director Conway introduced the item and turned it over to Senior Budget Analyst Green who presented the report and answered Board Member questions.

Public Comment:
None

Vice Chair Woody closed public comment.

MOTION: Member Dorfman moved to accept the staff presentation as presented. The motion was seconded by Member Johnson and carried 3-0-2 with Chair Peck and Member Johnson absent.

C. FUTURE AGENDA ITEMS

None

D. SCHEDULE NEXT MEETING

The next regularly scheduled Citizen's Oversight/Finance Committee meeting will be February 20, 2024, at 3:00 pm.

E. ADJOURNMENT

The meeting adjourned at 4:22 p.m.

Recorded by:

Erika Castillo
Accounting Clerk III