

MINUTES –CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE
REGULAR MEETING – February 20,2024
VETERAN’S MEMORIAL HALL – 3:00p.m.

- MEMBERS PRESENT: Michael Erin Woody Vice-Chairperson
Jean Johnson Committee Member
Brian Dorfman Committee Member
Kathy Hoversten Committee Member
- ABSENT: Stephen Peck Chair
- 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/DhuYnGZ_890?si=f5IE4mMiVUIRbBk1&t=11
Vice-Chair Woody called the meeting to order at 3:03 p.m. with all but Chair Peck

COMMITTEE MEMBER ANNOUNCEMENTS & PRESENTATIONS
https://youtu.be/DhuYnGZ_890?si=paFXtZF2hW1_4D1B&t=63

INTERIM ASSISTANT CITY MANAGER/DIRECTOR UPDATE
https://youtu.be/DhuYnGZ_890?si=z0RZW9N4sBMDWRe_&t=120

PUBLIC COMMENT
https://youtu.be/DhuYnGZ_890?si=RSIAd0MRLyncxPb&t=240
Greg Kwolek, Public Works Director, provided a brief over of an email he sent to CFAC informing them of the settlement agreement with the City Design Build Contractor FBV for the sewer treatment plant.

- A. CONSENT CALENDAR
https://youtu.be/DhuYnGZ_890?si=90pAsOY1Q1dax_ZY&t=322
- A-1 APPROVAL OF MINUTES FOR JANUARY 16, 2024 CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE MEETING
Recommendation: Approve as submitted.
- A-2 APPROVAL OF EXCUSED ABSENCE REQUEST FOR COMMITTEE CHAIR STEPHEN
PECK; (SENIOR BUDGET ANALYST)
Recommendation: Staff recommends the Citizens Finance Advisory Committee (CFAC) approve the request submitted by CFAC Chair Stephen Peck to excuse his absence from the February 20, 2024, Regular CFAC meeting.

- A-3 SECOND QUARTER INVESTMENTS REPORT (PERIOD ENDING DECEMBER 30,2023) FOR FISCAL YEAR (FY) 2023-24; (INTERIM ASSISTANT CITY MANAGER/ADMIN SERVICES DIRECTOR)

Recommendation: Receive and file.

MOTION: Member Johnson moved to approval of consent items A-1 through A-3. The motion was seconded by Member Hoversten and carried 4-0-1 with Chair Peck absent.

B. BUSINESS ITEMS

- B-1 REVIEW OF FISCAL YEAR (FY) 2022-23 MIDYEAR BUDGET AND FINANCIAL UPDATE (INTERIM ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR)

https://youtu.be/DhuYnGZ_890?si=fMVOAXAFhXGuOG8P&t=379

Interim Assistant City Manager/Administrative Services Director Conway presented the item with Senior Budget Analyst Green answering Board Member questions.

Public Comment:
None

Vice Chair Woody closed public comment.

MOTION: Member Hoversten moved to accept the proposed changes to the budget and submit CFAC recommendations to the City Council for inclusion in the amended budget. The motion was seconded by Member Dorfman and carried 4-0-1 with Chair Peck absent.

C. FUTURE AGENDA ITEMS

https://youtu.be/DhuYnGZ_890?si=bLC2Y9W1yRYm519K&t=6542

1. Discussion of ideas on revenue growth proposals that CFAC can come up with to help in future fiscal years.

D. SCHEDULE NEXT MEETING

The next regularly scheduled Citizen's Oversight/Finance Committee meeting will be May 21, 2024 at 3:00 p.m.

E. ADJOURNMENT

The meeting adjourned at 4:56 p.m.

Recorded by:

Erika Castillo
Accounting Clerk III