

MINUTES – CITIZENS FINANCE ADVISORY COMMITTEE
REGULAR MEETING – October 15, 2024
VETERAN'S MEMORIAL HALL – 3:00 p.m.

- MEMBERS PRESENT: Michael Erin Woody Vice-Chairperson
Brian Dorfman Committee Member
Jean Johnson Committee Member
Sarah Love Committee Member
- ABSENT: Stephen Peck Chair
- STAFF PRESENT: Emily Conrad Finance Director
Melissa Green Administrative Programs Manager

ESTABLISH QUORUM AND CALL TO ORDER
<https://youtu.be/hBMutQi4Zas?si=N7ueaGBrhHyrZouq&t=11>
Vice-Chair Woody called the meeting to order at 3:03 p.m. with all but Chair Peck present.

COMMITTEE ANNOUNCEMENTS & PRESENTATIONS
https://youtu.be/hBMutQi4Zas?si=Umj5_Eimu6f1M_9R&t=60

BRIEF FINANCE DIRECTOR UPDATE
<https://youtu.be/hBMutQi4Zas?si=wJLDptfofFbNfQYJ&t=2405>

PUBLIC COMMENT - NONE

- A. CONSENT CALENDAR
https://youtu.be/hBMutQi4Zas?si=toIT73RkHUD5l_0-&t=2653
- A-1 APPROVAL OF MINUTES FOR AUGUST 15, 2024 CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING
Recommendation: Approve as submitted.
- A-2 APPROVAL OF MINUTES FOR SEPTEMBER 17, 2024 CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE SPECIAL MEETING
Recommendation: Approve as submitted.
- A-3 EXCUSED ABSENCE OF CFAC CHAIR STEVE PECK
Recommendation: Staff recommends the Citizens Finance Advisory Committee (CFAC) approve the request submitted by CFAC Chair Steve Peck to excuse his absence from the October 15, 2024, Regular Citizens Finance Advisory Committee meeting.
- MOTION: Member Dorfman moved to approve the consent calendar items A-1 through A-3. The motion was seconded by Member Love and carried 4-0-1, with Chair Peck absent.

B. BUSINESS ITEMS

- B-1 DISCUSSION OF CFAC'S BUDGET DEVELOPMENT APPROACH AND SCHEDULE
<https://youtu.be/hBMutQi4Zas?si=w8da6moQKuv-txe&t=2717>
Finance Director Conrad made a brief presentation and answered Committee Member inquiries.

Public Comment:

None.

No formal action was taken.

- B-2 FY 2023-24 GENERAL FUND AND MEASURE E SALES AND USE TAX –
UNAUDITED REVENUE
<https://youtu.be/hBMutQi4Zas?si=KNJ6lmUbKxmZhbWf&t=3018>
Finance Director Conrad presented the report and responded to Committee Member inquiries.

Public Comment:

None.

No formal action was taken.

C. FUTURE AGENDA ITEMS

<https://youtu.be/hBMutQi4Zas?si=CkUMIFF8MRib-ag&t=3885>

Vice-Chair Woody requested that a cost analysis for turning two Police Department part-time positions into full-time positions be included in the next budget development item at the January 2025 meeting.

D. SCHEDULE NEXT MEETING

The next regularly scheduled Citizen's Finance Advisory Committee meeting will be January 21, 2025 at 3:00 pm.

E. ADJOURNMENT

The meeting adjourned at 4:07 p.m.

Recorded by:

Melissa Green
Administrative Programs Manager