



MINUTES OF A CALLED MEETING OF THE
BUDGET AND FINANCE COMMITTEE
OF THE CITY OF SUNSET VALLEY, TEXAS
THURSDAY, JANUARY 28, 2021 AT 6:00 P.M.

This meeting was held virtually at: <https://attendee.gototraining.com/r/6186306928740571137>
Training ID: 397-624-700

COMMITTEE MEMBERS PRESENT

Charles Young, Chairperson
Ketan Kharod, Vice-Chairperson
Terry Cowan
Michael Francis
Charles Goyette
Liz Wright
Justin Litchfield
Rose Hargrave
Ariel Cloud
Council Member Rudi Rosengarten, Council Liaison

STAFF IN ATTENDANCE

Sylvia Carrillo, City Administrator
Suzanna Fleegal, Accountant

1. Meeting called to order at 6:04 P.M.
2. Citizen/Public Comments.
Rudi Rosengarten
3. Council Liaison Report.
Rudi commented on approved SFC item using General Fund dollars
Prior City Attorney Roxana Stevens has left the firm and our new City Attorney is Barbara Boulware
Creation of a small business grant program CED is discussing
Budget & Finance Committee Goals for FY21
4. Approve the minutes from the November 19, 2020 meeting.
Moved : Michael
2nd: Charles
All in favor
Passes
5. General overview of the committee and new member orientation
Rudi had everyone introduce themselves
6. Presentation on Robert's Rules of Order
Rudi led presentation
7. Election of Chairperson, Vice-Chairperson, and Secretary.

Chairperson:

Michael nominated Charles Young

Rose nominated Charles Goyette

Charles G nominated Rose

Rose declined nomination

6 votes for Charles Young, 2 votes for Charles Goyette

Charles Young voted new Chairperson

Vice-Chairperson:

Charles Y nominated Ketan

Rose nominated Ariel

Ariel declined nomination

Rose nominated Charles Goyette

6 votes for Ketan, 2 votes for Charles G

Ketan voted new Vice-Chairperson

Secretary:

Suzanna- Staff

8. Committee Planning

a. Review, discuss, and possible action on all Financial Policies

Consensus that members would like to see the financial policies again in the next meeting

Rudi will send out her notes to everyone for discussion at the next meeting

b. Review, discuss, and possible action on the Long-Range Financial Plan

Charles Y discussed if it was possible to do a LRFP in the current situation or if the prior year would be discounted

Sylvia discussed tolerance level and when projects would be cut

Rudi would like numbers adjusted for the FY20 and FY21 budgets

Michael asked if it was worth doing the LRFP or if it should wait.

Consensus that members would like to see the Long-Range Financial Plan in the next meeting

9. Review, discuss, and make a recommendation to the City Council to approve the Financial Statements for October and November 2020.

Suzanna led the committee through the Financial Statements in OpenGov

Committee came up with several things they would like to see on the next FS- attached notes for irregular items, change history to 5 years, start with Sales Tax Report

Motion: Liz Wright

2nd: Terry

All in Favor

10. Discussion of the 2020 meeting calendar and set next meeting date

Consensus that meetings will stay the last Thursday of the month at 6:00 pm

Michael- would like to look at Repair and Replacement early- before budget talks start

Sylvia suggested moving budget to start in May

All agreed, budget talks to start May 20, 2021

Next meeting scheduled for February 25, 2021 at 6 pm

11. New Business

Sylvia- Programs prior to budget- Grant program

Rose- Status update on inventory- discussion of taxes for new members

Sylvia- Credit cards discussion next meeting

Rose- Suzanna/staff should give 5 minute suggestions for budget

12. Adjourn.

Motion: Michael Francis

2nd: Terry

All in Favor

9:30 pm

Charles Young
Chairman

MINUTES APPROVED ON 03/04/2021.