



BUDGET AND FINANCE COMMITTEE
THURSDAY, October 14, 2021 at 6:00 P.M.

Members Present

Rudi Rosengarten, Council Liaison
Charles Young, Committee Chair
Ketan Kharod, Vice Chair
Justin Litchfield, Committee Member
Ariel Cloud, Committee Member
Terry Cowan, Committee Member
Michael Francis, Committee Member
Charles Goyette, Committee Member
Liz Wright, Committee Member

Members Absent:

Rose Hargrave, Committee Member

Staff Present

Sylvia Carrillo, City Administrator
Suzanna Fleegal, Accountant

This is not an official transcript of the minutes; the recorded audio is the official record.

1. Call to Order at 6:10 PM
2. Citizen Comments
3. Council Liaison Report
Rudi commended the committee on help with the budget which was approved and listed some changes council made; HR approvals; RFP for janitorial services; election items
4. Approve minutes from the 8/26/2021 meeting
Ketan- motion to approve
2nd- Ariel
No objections- motion passes
5. Review, Discuss, and possibly make a recommendation to City Council for the July 2021 financial statements
Suzanna presented the Financial Statements
Motion to approve statements for council- Michael
2nd- Terry
No objections- motion passes
6. Review, Discuss, and possibly make a motion to approve formatting the financial statements

Suzanna noted that the OpenGov consultant had a family emergency and would not make it until the next meeting. Chip talked about his mockup of the financial statements.

Justin- add chart to page 1, add notes/more info about progress for committed and restricted fund balances, didn't really like page 3 but had no changes, add column to page 4 for in progress notes, would like to see a report on salaries/payroll

Chip directed everyone to page 3, Ariel mentioned a way to highlight outlying data to see concerning trends- Suzanna said she would mention to the consultant

7. Review, Discuss, and possibly make a motion to approve onboarding materials for future Budget & Finance committee members

Sylvia said Councilmember Carmona would like to include drainage as a revenue source

Ketan on page 1 would like a higher level showing the 8.25% broken down to the 2%

Chip- useful links (prior audits, financial policies, financial statements (portal to OpenGov))

Kentan mentioned adding "What's the deal with transfers", Michael suggested adding a graphic

Ariel mentioned the vision and asked about budgeting specifically, add when it was approved and by whom

8. Discuss council's idea to make committee appointments 2 years long or based on fiscal year rather than calendar year

Michael suggested rotating member appointment so there isn't a whole new committee one year, supports idea

Chip suggested first year on a committee be one year, then each proceeding appointment is two years

Justin questioned committee turnover, term limits, demand

Karen discussed creating max # members

Ariel discussed being against limiting terms, members, and anything preventing anyone from joining a committee

Sylvia mentioned committee chairs possibly coming to council retreat

9. Suggestions for future agenda items

Justin- retrospective on budget adjustment

Chip- Orientation documents, Financial Statements

10. Adjourn

Motion- Terry

2nd- Ketan

No objections- motion passes

Adjourned at 7:23 PM