



Minutes

**REGULAR MEETING
OF THE
FINANCIAL ADVISORY BOARD
Tuesday May 10, 2016 7:00 p.m.
El Cerrito City Hall
Hillside Conference Room
10890 San Pablo Avenue
El Cerrito, CA 94530**

Chairperson Vranich convened the Financial Advisory Board meeting at 7:00 p.m.

Roll Call: Present: Boardmembers Vranich, Kronenberg, Bartke, Patterson and Crump present. Present: Staff Liaison, Scott Hanin, City Manager and Stacey Johnson, Administrative Analyst III Finance Department.

1. Comments from the Public

3 members of the public present.

- John Stanley, GovInvest
- Jordan Goulding, GovInvest
GovInvest Inc. designs and develops a platform for public sector actuarial analysis. It offers visualization software for government-owned assets by taking inventory and gathering key performance metrics to guide officials. GovInvest Inc. was incorporated in 2014 and is based in Los Angeles, California. Company has many clients already; among them are Southern California Companies, City of Berkeley and City of Napa.
- Nick Arzio

2. Council Liaison Update

No council liaison update.

3. Staff Update

No staff update.

4. Review and approve meeting minutes from March 8, 2016 meeting.

Meeting minutes with spelling corrections and typos approved unanimously. Stipulated that meeting minutes are accepted given that necessary corrections are made.

COMMUNICATION ACCESS INFORMATION

To request a meeting agenda in large print, Braille, or on cassette, or to request a sign language interpreter for the meeting, call Stacey Johnson, Staff Liaison at 215-4310 (voice) at least FIVE (5) WORKING DAYS NOTICE PRIOR TO THE MEETING to ensure availability.

5. New Discussion Items

Q & A

Q. Is City Manager/Finance Department on track where the budget calendar is concerned?

A. No, not at this point.

Q. Does City Manager/Finance Department feel confident about their ability to complete budget development & book by dates indicated?

A. Yes

City Manager/general information provided

City Manager addressed questions regarding the master fee schedule, as well as how fees are calculated based on a cost allocation plan. City Manager also provided brief overview of the fee assessment of both the Storm and Landscape & Lighting Assessment District. There was additional discussion on things that FAB can do, as well as the type of items that should be brought to FAB.

Preliminary Discussion of Budget, FY 2016 -17 and FY 2017 - 18

Baseline budget has been established. Department requests have been submitted. Department Directors have until May 13, 2016 to make edits to submissions, after which access to New World System for changes will be closed. City Manager will meet with each Department Director to discuss requests submitted for FY 2016-17 and FY 2017-18 budgets.

City Manager provided updates on the expenditure side, more specifically as it related to employee updates in each department. City Manager provided updates on the revenue side, more specifically as related to property tax, user tax and fees. City Manager advised that the strategic plans have not changed much in this budget book.

Auditor Panel Discussion

City Manager advised FAB members that the City received responses to its RFP for a new Auditor. City Manager discussed possibility of a FAB member participating in the selection process by being a panel member. Ultimate decision was that current FAB members did not have the specific expertise necessary to participate on the selection panel at this time, but left the possibility of participation at this level open for future endeavors.

Continued discussion

The Board continued discussions started in previous meetings related to how FAB can comply with the duties specified in the enabling legislation. Some members of the Board continue to express dissatisfaction with the timeframe between when they receive information and when the City Council takes action on various items they believe the legislation requires them to advise Council. They also discussed this specifically as it relates to the budget. Moving forward FAB might consider a possible motion to propose changes to the Board's enabling legislation.

City of El Cerrito Financial Advisory Board
Meeting Minutes

6. Discuss Agenda Items for the Next Meeting
 - Elect new Chair and Vice Chair
 - Continue Discussion on Budget, FY 2016-17 and FY 2017-18

Meeting adjourned at 9:05 p.m.