



MINUTES

Finance, Administration and Police Subcommittee

Special Meeting Date: Monday, January 27, 2020, 10:00 a.m.

Meeting Location: City Hall

124 N. Cloverdale Boulevard, Cloverdale, CA

Subcommittee Members

Councilmember Melanie Bagby, Chair
Mayor Gus Wolter, Vice Chair

City Manager David Kelley
Police Chief Jason Ferguson
Finance Director Susie Holmes

1. **Call to Order:** Chair Bagby called the meeting to order at 10 a.m.
2. **Communications:** City Manager Kelley reported on the correspondence received from Cloverdale resident La Reva Myles regarding water leak water billing account credits.
3. **Public Comment:** La Reva Myles, Cloverdale resident spoke on being notified of a large water leak on her property and how often water account credit policy is reviewed.

Subcommittee discussed frequency of water leaks in the City and asked staff to research the information, including opportunities to revise the City's current policy for crediting leaks on water utility accounts.

4. **Approval of Minutes:** Vice Chair Wolter moved to approve the previous meeting minutes of the special meeting of December 19, 2019. Chair Bagby seconded the motion. The motion passed to approve the previous meeting minutes.
5. **Current Items for Discussion:**
 - a) Discuss goal setting process and workshop for the FY 2020-21 Budget

City Manager Kelley reported on the item. Subcommittee discussed reporting updates annually and including an update on Council goals.

- b) Discuss establishing a two-year budget process

City Manager Kelley reported on the item. Subcommittee discussed the item and agreed to move towards a two-year budget with formal approval by the City Council.

The subcommittee requested the goals be identified clearly and focus on Council policy over standard operational responsibilities.

Item 6g (Update on Homelessness Strategic Planning Process) was considered at this time
Assistant City Manager/Community Development Director Thompson reported on the item.

Chair Wolter reported on his attendance at the last Homelessness Community Advisory Group meeting.

Deborah Howell, CEO of Alexander Valley Healthcare shared her comments on the item.

Police Chief Ferguson reported he will be speaking at the Cloverdale Business Watch evening meeting to be held at the History Center on Tuesday, January 28, 2020.

Subcommittee discussion ensued.

Ms. Myles inquired about what types of items are discussed at the subcommittee meetings and how can one be notified of upcoming meetings.

- c) Review and discuss annual financial audit for FY 2018-2019

Finance Director Holmes reported on the item. Subcommittee discussion ensued.

- d) Discuss proposals for FY 2019-20 audit

Finance Director Holmes reported on the item. Subcommittee discussion ensued. Chair Bagby requested a discussion item be added on the next subcommittee to discuss proposals for a Transient Occupancy Tax audit.

6. Standing Items / Items Continued from Last Meeting:

- a) Installation of Portland Loos for the Plaza and possible funding options

City Manager Kelley provided a brief update on the item.

- b) Police Department re-design

City Manager Kelley provided a brief update on the item.

- c) Discuss Pension Liability

- d) Consider actions to address downtown vacancies

Assistant City Manager/Community Development Director Thompson reported on the item. Subcommittee discussion ensued. Subcommittee will continue discussion and staff will bring forward to the City Council.

- e) Evaluate options for expanding the tax base, including ballot initiatives

Finance Director Holmes reported on the item.

- f) Prepare service group presentation regarding City's Financial Forecast and extension of Utility User Tax

City Manager Kelley reported on the item.

Vice Chair Wolter reported on his ongoing business visits with the Cloverdale Chamber of Commerce Director Neena Hanchett.

Subcommittee discussion ensued.

- g) Update on Homelessness Strategic Planning Process - (Thompson)

Assistant City Manager/Community Development Director Thompson provided an update on the item.

- h) Update on Measure P and Cannabis Permits

Finance Director Holmes reported on the item.

Subcommittee discussion ensued.

7. **Information Only Memos:** None
8. **Future Agenda Items:** Vice Chair Wolter requested an item to discuss options for funding street improvements and paving.
9. **Pending Items:** None
10. **Good to the Order:** None
11. **Adjournment:** The meeting adjourned at 12:47 p.m. to the next meeting scheduled for Thursday, February 27, 2020, at 4:00 p.m., or alternate date as requested to be held at Cloverdale City Hall, 124 N. Cloverdale Blvd., Cloverdale, CA 95425.