

## **Finance Subcommittee Meeting Draft Action Minutes**

Meeting Date: April 20, 2:00 p.m.  
Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer  
Richard Montgomery, Mayor  
Steve Napolitano, Council Member  
Bruce Moe, City Manager  
Lolly Enriquez, RWG/ City Attorney  
Steve S. Charelian, Finance Director  
Libby Bretthauer, Financial Services Manager  
Julie Bondarchuk, Financial Controller  
Emy-Rose Hanna, Revenue Services Supervisor  
Marcelo Serrano, Budget and Financial Analyst

Called to Order: 2:03 p.m. by Tim Lilligren, Treasurer

### **Agenda Item #1 – Public Comments**

None.

### **Agenda Item #2 - Approval of Minutes from December 15, 2022 Finance Subcommittee Meeting**

The Finance Subcommittee approved the minutes of December 15, 2022

### **Agenda Item #3 – Consideration of Revenue Enhancement Measures (Stormwater Fee and Sales Tax Increase)**

The Finance Subcommittee agreed to proceed with a report to City Council for consideration of a Stormwater fee and sales tax increase. The subcommittee recommended a Prop 218 process for the Stormwater fees, which includes obtaining an Engineering report, conducting a survey to poll resident opinion, a 45-day protest period, and concluding with a mail-in ballot process. Staff was directed to take a report to CC in May with the goal of concluding the process by the end of 2023.

The Finance Subcommittee recommended a .25% increase in sales tax with a provision to impose the remaining sales tax up to the limit upon a sales tax measure appearing on a future ballot.

### **Agenda Item #4 –Consideration of Parking Citation Increase**

The subcommittee voted 2:1 in favor of a citation increase from \$53.00 to \$55.00. The proposed increase will be presented to City Council during the FY 2023-2024 proposed budget process.

### **Agenda Item #5 – Month End Financials for February 2023**

The Finance Subcommittee received and filed the report.

### **Agenda Item #6 - Investment Portfolio for February 2023**

The Finance Subcommittee received and filed the report.

### **Agenda Item #7 – Fiscal Year 2022-2023 Monthly Schedule of Transient Occupancy Tax, Lease Payments and Miscellaneous Accounts Receivables**

The Finance Subcommittee directed staff to look into July 2022 total TOT collections and report back why the numbers are so high.

The Finance Subcommittee received and filed the report.

**Agenda Item #8 – October 1, 2022 through December 31, 2022 Bad Debt Write Offs for Miscellaneous Accounts Receivables, Utility Billing and Ambulance Transports Referred to Collections**

The Finance Subcommittee received and filed the report.

**Agenda Item #9 – Adjournment**

The meeting adjourned at 2:48 p.m.