



Agenda

**REGULAR MEETING
OF THE
FINANCIAL ADVISORY BOARD**
Tuesday September 9, 2014, 7:00 p.m.
El Cerrito City Hall
Hillside Conference Room
10890 San Pablo Avenue
El Cerrito, CA 94530

Roll Call
Convene Meeting

1. Comments from the Public
All persons wishing to speak to items on the agenda. Remarks are typically limited to 3 minutes per person.
2. Council Liaison update
3. Staff update
4. Minutes for Approval
Approval of August 12, 2014 FAB meeting minutes.
5. Received and discuss findings and management response to FY 2013 MOIC
<http://www.el-cerrito.org/DocumentCenter/View/3868>
<http://www.el-cerrito.org/DocumentCenter/View/3616>
6. Discuss Purchasing policies review
7. Discuss Agenda Items for the Next Meeting
Approve meeting minutes September 9, 2014
Receive Quarterly Investment Report (April-June 2014)

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 Lisa Malek-Zadeh, Staff Liaison at 215-4312 (voice) at least FIVE (5) WORKING DAYS NOTICE PRIOR TO THE MEETING to ensure availability.



Minutes

**REGULAR MEETING
OF THE
FINANCIAL ADVISORY BOARD**
Tuesday August 12, 2014, 7:00 p.m.
El Cerrito City Hall
Hillside Conference Room
10890 San Pablo Avenue
El Cerrito, CA 94530

Roll Call: Present: Boardmembers, Bartke, Kronenberg, Patterson and Crump present. Absent: Vranich
Council Liaison Present: Mayor Abelson
Staff Liaison Present: Lisa Malek-Zadeh

1. Comments from the Public
No comments from the public that was present.
2. No Council Liaison report given as all of the updates were already on the agenda.
3. Staff Update status employee contract negotiations and issuance of FY 2014-15 of Tax Anticipation Notes.
The City's Finance Director, Ms. Malek-Zadeh provided a summary of the approved changes PERS contributions and COLAs to the MOUS with Police and Fire as well as approved changes to the Management resolution affecting Management and Confidential employees. Also provided a summary of the revised employee vacation buy back policy. Shared that discussions with the Public Safety Manager's and SEIU are still ongoing and have yet to be finalized. Ms. Malek-Zadeh also talked about the City's plan to borrow \$5.2 million in a short term loan to address cash flow needs while waiting for the distribution of property tax in December. Council to consider approval at the August 22 Council meeting.
4. Minutes for Approval
FAB unanimously approved the June 10, 2014 meeting minutes.
5. Presentation on Measure R Extension
Ms. Malek-Zadeh gave the El Cerrito Preservation of Citywide Services Funding Measure on the November 4, 2014 ballot presentation that is to be shared at other community meetings in the upcoming months. FAB provided comments on the presentation including suggested changes to the wording that will be incorporated to the new version of the presentation.

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City of El Cerrito Financial Advisory Board
Meeting Minutes

6. Work Plan

Ms. Malek-Zadeh requested FAB add a review of the City's purchasing policies and suggested changes to the annual work plan. Also requested FAB select a date to present the work plan to the City Council. FAB agreed to add the review and requested Chair Vranich determine the best date to provide Council with the presentation of the work plan.

7. Discuss Agenda Items for the Next Meeting
FY 2013 MOIC
Quarterly Investment Plan

City of El Cerrito Financial Advisory Board
Meeting Minutes

Approve meeting minutes May 13,2014