



FINANCE DEPARTMENT

Staff Liaison

Sandra Dalida 510-215-4312

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AGENDA

SPECIAL MEETING OF THE FINANCIAL ADVISORY BOARD (FAB)

Tuesday, December 13, 2022 at 7:00 p.m.

JOIN VIA ZOOM

<https://us06web.zoom.us/j/81720343515?pwd=a3JiWGNNRmVZZUtdnBPR0dpenhUQT09>

Meeting ID: 817 2034 3515

Passcode: 397693

or

Telephone: US: +1 408 638 0968

This advisory body is currently meeting by teleconference, consistent with the Brown Act as amended by AB 361 (2021). Under the amended rules, teleconference restrictions of the Brown Act are suspended, and the City will not provide a physical location for members of the public to participate in the teleconference meeting.

Any person wishing to speak to the Finance Advisory Board on any of these matters is invited to participate via teleconference as described above.

The City encourages submission of written comments in advance to the Finance Advisory Board via email to sdalida@ci.el-cerrito.ca.us prior to the meeting or by contacting the staff liaison listed above.

7:00 p.m. CONVENE REGULAR MEETING

1. **ROLL CALL:** Chair Farhad Farahmand; Vice-Chair William Ktsanes;
Members Ruth Cazden, Dick Patterson, Kimberly White
2. **ORAL COMMUNICATIONS FROM THE PUBLIC** (5 min.)
Remarks are typically limited to three (3) minutes per person and may be on anything within the subject matter jurisdiction of the body. Remarks on non-agenda items will be heard first, as well as introduction by individuals interested in serving on the advisory board. Remarks on agenda items will be heard at the time the item is discussed.
3. **COUNCIL/STAFF LIAISONS ANNOUNCEMENTS AND REPORTS** (15 min.)
Staff and/or Council Members may report on Council policies, priorities and significant actions taken by the City Council, and/or on matters of general interest to the FAB.
 - A. Council Liaison Announcements and Reports
 - B. Staff Liaison Report
 - 1) Finance Temporary Staffing
 - 2) FY 2022 Annual Comprehensive Financial Report and Single Audit Update
 - 3) Real Property Transfer Tax
4. **APPROVAL OF MINUTES** (5 min.)
 - A. Consider a motion adopting the minutes for the FAB Meeting held on October 25, 2022

5. PENSION UNFUNDED ACCRUED LIABILITY (PENSION 115 TRUST) - AD HOC WORK GROUP UPDATE (5 min.)

6. WORK GROUP UPDATES (45 min.)

- A. Receive update from FAB Work Plan Subcommittee and Work Plan Calendar
(Vice Chair Kstanes and Member Cazden)
- B. Receive update from FAB Comprehensive Financial Policies/State Audit Subcommittee
(Member Patterson and Member White)
- C. Receive update from FAB/Council Communications Plan Work Group
(Chair Farahmand, Vice Chair Kstanes, Member Cazden)
- D. Receive update from the FAB General Fund Reserve Work Group
- E. Receive update from FAB City Council Compensation Review Subcommittee
(Member Patterson and Member White)

7. 2023 FAB MEETING CALENDAR (10 min.)

- A. Governor's Hybrid Meeting Update
- B. City of El Cerrito Hybrid Meeting Update
- C. Review 2023 FAB Meeting Calendar

8. FUTURE AGENDA ITEMS (10 mins.)

- 5 Year Forecast (when available)
- FAB Work Group/Subcommittee Updates
 - FAB Work Plan (*tentative* January 2023 presentation to City Council)
 - Comprehensive Financial Policy (future recommendations)
 - FAB/Council Communications Plan
 - General Fund Reserve
 - City Council Compensation Review
 - Other Policy Revisions (suggestions by members)
- Real Property Transfer Tax Updates

9. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison at 510-215-4312. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102—35.104 ADA Title I).

Any writings or documents provided to a majority of the members regarding any item on this agenda will be made available for public inspection at <http://www.el-cerrito.org/Archive.aspx?AMID=93>.