

TRACY FINANCE COMMITTEE
MINUTES

REGULAR MEETING

May 17, 2023, 7:00 p.m.

City Hall, 333 Civic Center Plaza, Tracy

Web Site: www.cityoftracy.org

CALL TO ORDER – Chairperson Member Arriola called the meeting to order at 7:07p.m.

ROLL CALL – Roll call found Chairperson Arriola and Mayor Young present.

ITEMS FROM THE AUDIENCE – There were no items from the audience.

1. CONSENT CALENDAR

1.A. Approval of April 19, 2023, meeting minutes. Roll call found all in favor; passed and so ordered.

1.B. Adoption of Tracy Finance Committee Bylaws

2. DISCUSSION ITEMS

2A. DISCUSS AND PROVIDE FEEDBACK TO THE STAFF ON THE FY2023-24
PROPOSED CITY COUNCIL TRAVEL BUDGET

Sara Cowell, Finance Director, provided the staff report on the FY2023-24 proposed city Council travel budget.

Mayor Young suggested that all council members be able to utilize the travel budget regardless of if it is allocated to one Council Member in the instance that the budget not be used. Mayor Young suggested that staff put forth a recommendation for the travel budget for the City Council.

Assistant City Manager Karin Schnaider recommended to increase the council travel budget overall by \$15,000.

Chairperson Arriola suggests that more detail is given for what each budget line-item means.

Chairperson Arriola called for a recess at 7:58 p.m.

Chairperson Arriola called meeting to order at 8:02 p.m.

Proposal was made by Chairperson Arriola to allocate \$20,000 for Council Members travel budget and \$50,000 for the City Mayor's travel budget

Assistant City Manager, Karin Schnaider, suggested an addendum be written to clarify numbers for these amounts.

No public comment no action needed to be taken.

2B. DISCUSS AND PROVIDE AN INFORMATIONAL UPDATE REGARDING THE NEW DIGITAL BUDGET BOOK.

Felicia Galindo, Budget Officer, provided the staff report and update on the new digital budget book for the FY 23-24.

Chairperson Arriola recommended that there be a social media push. and asked clarification as to where the budget book will be located on the City's website. Felicia Galindo, Budget Officer clarified that the budget book will be located on City's website on the Finance page and will include directions and an introduction with directions will be included.

No public comment, no action needed to be taken.

3. STAFF ITEMS – There were no staff items
4. COMMITTEE ITEMS – Mayor Young requested that a paid intern be hired for her office as per a discussion that she had with City Manager Michael Rogers. Mr. Rogers clarified that the position would be for an unpaid intern. Chairperson Arriola said that he could be on board with sharing a clerk amongst all the council members and looking into the scope of responsibility for this position. The committee requested that staff look into what other Cities have assigned to Council as in interns or paid clerk positions.
5. ADJOURNMENT – Time: 8:41 p.m.

ACTION: Motion was made by Chairperson Arriola and seconded by Mayor Young to adjourn. Motion found all in favor; passed and so ordered.

The agenda was posted at City Hall on May 12, 2023. The above are action minutes. A recording is available on the City's website.

Chairperson

ATTEST:

Executive Assistant