



City of Santa Rosa

City Hall
100 Santa Rosa Ave,
Room 7
Santa Rosa, CA 95404

Long Term Financial Policy and Audit Subcommittee

Thursday, May 11, 2017

4:00 PM

REGULAR MEETING MINUTES - DRAFT

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Mayor Coursey at 4:05 pm.

Present: 3 - Chris Coursey, Chris Rogers and John Sawyer

Also Present: City Manager Sean McGlynn, Deputy City Manager Gloria Hurtado, Chief Financial Officer Deborah Lauchner, and Deputy Director of Finance Alan Alton.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MINUTES

Regular Meeting Minutes - March 9, 2017

A motion was made by Sawyer, seconded by Mayor Coursey, to approve as submitted. The motion carried by the following vote:

Yes: 2 - Coursey and Sawyer

Abstain: 1 - Rogers

4. SCHEDULED ITEMS

4.1 - AUDIT FOLLOW-UP AND AUDIT PROCEDURE - Chief Financial Officer Deborah Lauchner initiated discussion regarding any follow-up questions related to previously presented audit information and procedure for future audit process.

4.2 - AUDIT PRESENTATION - Chief Financial Officer Deborah Lauchner presented Single Audit Report. Discussion ensued.

4.3 - BANK SERVICES DISCUSSION - Chief Financial Officer Deborah Lauchner initiated discussion regarding current and future bank services. Discussion ensued.

4.4 - RESERVE ANALYSIS AND POLICY - Chief Financial Officer Deborah Lauchner and Deputy Director of Finance Alan Alton presented information and initiated discussion regarding the Reserve Policy. Discussion ensued regarding direction of future reserve policy development.

5. NEXT MEETING AGENDA ITEMS

PARS program discussion.
Utility Users Tax discussion.
Risk-based Reserve Policy - Policy and process development discussion.

6. ADJOURNMENT

Mayor Coursey adjourned the meeting at 5:10 pm.

Approved on:

Dina Manis
Recording Secretary