

MINUTES
ORO VALLEY BUDGET AND FINANCE COMMISSION
REGULAR SESSION
Tuesday, March 19, 2019
HOPI CONFERENCE ROOM
11000 N. LA CAÑADA DRIVE

CALL TO ORDER – Administrative Services Director/CFO called the meeting to order at 4:04 p.m.

ROLL CALL

PRESENT: James Beasley, Commissioner
John Latchford, Commissioner
David Newell, Commissioner – (attended via phone)
Susan Rosenberg, Commissioner
Cathy Solverson, Commissioner

STAFF PRESENT: Joseph C. Winfield, Mayor
Mary Jacobs, Town Manager
Stacey Lemos, Administrative Services Director/CFO
Wendy Gomez, Senior Budget Analyst

CALL TO AUDIENCE

No speakers

AGENDA

1. WELCOME NEW MEMBERS AND TOWN COUNCIL LIAISON

The Commissioners and Town Staff provided a quick background on themselves.

2. ELECTION OF CHAIR

Mayor Winfield asked the new Commissioners if anyone was interested in acting as Chairman. Commissioner Beasley came forward and expressed his interest.

MOTION: A motion was made by Commissioner Solverson and seconded by Commissioner Rosenberg to nominate Commissioner Beasley as Chair of the Budget and Finance Commission.

MOTION carried, 5-0.

3. ELECTION OF VICE-CHAIR

Mayor Winfield asked the new Commissioners if anyone was interested in the Vice-Chairman position. Commissioner Latchford stated he would be interested.

MOTION: A motion was made by Commissioner Latchford and seconded by Chair Beasley to nominate Commissioner Latchford as Vice Chairman.

MOTION carried, 5-0

4. DISCUSSION AND APPROVAL OF RECURRING BUDGET AND FINANCE COMMISSION MEETING SCHEDULE

Discussion ensued between the Commission and Town Staff regarding dates, times and room availability. Commissioners suggested meeting prior to the Town Council meetings.

MOTION: A motion was made by Commissioner Rosenberg and seconded by Commissioner Solverson to hold the Budget and Finance meetings on the 3rd Tuesday of each month at 4:00 p.m.

MOTION carried, 5-0.

5. REVIEW OF BUDGET AND FINANCE COMMISSION ADOPTED OPERATING PROCEDURES

Ms. Lemos gave a brief summary of the Resolution which established the Budget and Finance Commission.

6. REVIEW AND DISCUSSION OF TOWN FINANCES AND BUDGET OVERVIEW

Ms. Lemos discussed the budget process and the budget calendar with the Commission as well as provided a PowerPoint presentation.

FUTURE AGENDA ITEMS

Chairman Beasley asked Ms. Lemos if the Commission should create a shopping list of items they would like to see on future agendas. Ms. Lemos mentioned to keep in mind that Council and the Town Manager may also suggest items.

Ms. Lemos stated there would be future study sessions that the Commissioners would be able to attend. Commissioner Solverson asked if Ms. Lemos would keep the Commissioners informed as to what other meetings/study sessions the Commission should attend. Ms. Lemos answered yes.

NEXT MEETING: April 16, 2019 in the Hopi conference room

ADJOURNMENT

MOTION: A motion was made by Vice-Chari Latchford and seconded by Commissioner Newell to adjourn the meeting at 6:26 p.m.

MOTION carried, 5-0.

Prepared by:

A handwritten signature in black ink, appearing to read "V. Cabbage". The signature is written in a cursive, flowing style.

Veronica Cabbage
Senior Office Specialist

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Budget and Finance Commission of Oro Valley, Arizona held on the 19th day of March, 2019. I further certify that the meeting was duly called and held and that a quorum was present.