

**CHINO VALLEY TOWN COUNCIL
FINANCE COMMITTEE MEETING MINUTES
Wednesday JULY 25, 2012
4:00 P.M.**

Vice Mayor Carl Tenney called the meeting to order at 4:00 p.m.

Members present: Vice Mayor Carl Tenney (chair), Councilmember Linda Hatch, Mayor Chris Marley
Staff present: Town Director Robert Smith, Finance Director Joe Duffy

3) Approval of Minutes

3a) June 20, 2012

Councilmember Linda Hatch moved Mayor Chris Marley seconded to approve the minutes Passed

4) New Business

4a) Financial review of upcoming Council retreat.

The committee discussed topics/thoughts of items needing coverage at the upcoming Council retreat. Robert Smith advised his idea was to cover the kind of work need to accomplish, time frame for completion, how to accomplish the work and set deadlines.

The committee discussed possible topics for the strategic retreat:

- How much work we have ahead of us and how to accomplish them
- Establishing some repeating processes
- Budget review with staff
- 12 month work plan
- 5-10 year plan
- Yearly evaluation of appointed positions
- Yearly cyclical work program for council
- What needs to be accomplished financially to ensure working structural budget
- Then current year accomplishment as to the strategic plan
- Revenue increase projects
- Water & sewer on State Route 89
- Stand-alone Community programs
- Waste water treatment plant operation
- Aquifer protection

5) Adjournment

Councilmember Linda Hatch move Mayor Chris Marley seconded to adjourn passed at 4:45 p.m.

Submitted 14th day of August, 2012.

By: *Liz Hart, Town Clerk Assistant*