

# City of Capitola

## Finance Advisory Committee Meeting Agenda

### Tuesday, December 16, 2025, 6:00 PM



City Hall Community Room  
420 Capitola Avenue, Capitola, CA 95010

**Members:** Vice Mayor Margaux Morgan, Councilmember Susan Westman, Chairperson Anthony Rovai, Vice Chairperson Matt Arthur, Keith Cahalen, Emeline Nguyen, Leslie Nielsen

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1. **Roll Call** – All members present
2. **Additions and Deletions to the Agenda** – No additions
3. **Additional Materials**

*Additional information related to an agenda item on this agenda and submitted to the City after distribution of the agenda packet pursuant to Government Code §54957.5.*

- A. Item 6D – Correspondence received
- B. Item 6E – Correspondence received

#### 4. **Oral Communications by Members of the Public**

No public comment received

#### 5. **Staff / Committee Comments**

*Comments are limited to three minutes.*

#### 6. **New Business**

*All items listed in “New Business” are intended to provide an opportunity for public discussion of each item listed. The following procedure pertains to each General Government item: 1) Staff explanation; 2) Questions; 3) Public comment; 4) Deliberation; 5) Decision.*

- A. Approval of Minutes – Meeting of Oct. 21, 2025  
Recommended Action: Approve minutes – 1<sup>st</sup> Councilmember Westman, 2<sup>nd</sup> Committee Member Cahalen, minutes unanimously approved.
- B. 2026 Meeting Schedule  
Recommended Action: 1<sup>st</sup> Mayor Morgan, 2<sup>nd</sup> Committee Member Nielsen, 2026 meeting unanimously adopted
- C. Nomination of Chair and Vice Chairpersons  
Recommended Action: Committee Member Nguyen nominated for Chairperson, unanimously approved; Vice Chair Arthur nominated for Vice Chairperson, unanimously approved.
- D. First Quarter Budget vs. Actual Report  
Recommended Action: Receive report – Staff provided report, no action required.
- E. 2025-2026 Finance Advisory Committee Goal Setting  
Recommended Action: Committee continued discussion, no action taken.

## **7. Adjournment**

Chairperson Nguyen adjourned the meeting at 7:35 PM

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