

MINUTES - MORRO BAY CITY COUNCIL  
SPECIAL MEETING – MAY 20, 2015  
MORRO BAY VETERAN’S HALL  
209 SURF STREET – 6:00 P.M.

PRESENT:	Jamie Irons	Mayor
	Christine Johnson	Councilmember
	John Heading	Councilmember
	Matt Makowetski	Councilmember
	Noah Smukler	Councilmember
STAFF:	David Buckingham	City Manager
	Dana Swanson	City Clerk
	Susan Slayton	Administrative Services Director
	Rob Livick	Public Works Director
	Scot Graham	Community Development Manager
	Amy Christy	Police Chief
	Eric Endersby	Harbor Director

A quorum was established and the meeting was called to order at 6:03pm

SPECIAL MEETING AGENDA ITEM:

I. 2015/16 BUDGET STUDY SESSION  
[HTTPS://YOUTU.BE/LX7EGF75C8S?T=46S](https://youtu.be/LX7EGF75C8S?T=46S)

City Manager Buckingham presented the 10-year budget forecast and FY16 Draft Proposed Budget and responded to Council inquiries.

The public comment period was opened.  
<https://youtu.be/Lx7Egf75c8s?t=2h8m30s>

Brent Haugen, Executive Director of the Morro Bay Tourism Bureau, clarified the Tourism Bureau provides a pass-thru for event funding and does not keep any of those funds, nor does it collect administrative fees. The funds are used to support events and encourage economic development. Also, Visitor Center funding has been \$100K for last number of years. This allows the Tourism Bureau to manage the Visitor Center on behalf of the City, and \$16,000 from those funds go toward his salary. He recommends looking at transition from visitor center to welcome center to serve both visitors and new residents.

The public comment period was closed.

MOTION: Mayor Irons moved to direct staff to bring back a Resolution affirming the 27.5% General Fund Emergency Reserve, while designating year-end minimum reserve levels through FY 2022, including language to review annually, and clarify the 27.5% dollar amount is based on a 3-year look back. The motion was seconded by Councilmember Heading and carried unanimously, 5-0.

There was Council discussion and consensus regarding staff recommendation to reduce the minimum Risk Management Fund balance to \$100,000 and designate the excess funds for one-time strategic investments. Staff will prepare resolutions to clarify and memorialize Council direction and present those along with the budget.

The Council discussed Visitor Center funding and agreed it is important to have some element of visitor service at a reasonable price. There was consensus to allocate a total of \$50,000 with \$25,000 to fund the current Visitor Center through the end of September 2015, and \$25,000 for the remainder of the fiscal year.

MOTION: Councilmember Johnson moved the Council direct staff to work with stakeholders to identify an alternate delivery model for Visitor Center services to be executed by October 1, 2015. Methods may include using the city-owned “old fire station / Chamber building”, or nesting in / hosted by an Embarcadero business and include a plan for public restroom access. The motion was seconded by Mayor Irons and carried unanimously, 5-0.

The Council discussed staff recommendations for one-time spending and reprioritized items.

MOTION: Mayor Irons moved the meeting continue beyond 11:00pm. The motion was seconded by Councilmember Heading and carried unanimously, 5-0.

MOTION: Mayor Irons moved the Council to affirm one-time spending priorities, as reprioritized during the meeting and attached as Exhibit A for reference. The motion was seconded by Councilmember Heading and carried unanimously, 5-0.

#### ADJOURNMENT

The meeting adjourned at 11:17 p.m.

Recorded by:

Dana Swanson  
City Clerk



# FY16 Budget Study Session

## “1-Time Investment”

Pri	Obj #	Goal	Objective	1-Time Cost	\$0	Remarks	Staff Contract Approval?
1	3.a	Land Use Plans	GP/LCP	\$300,000	\$300,000	400K + 100K in bank + 400K grants = 800K total available	N
2	6.b	Econ Dev.	MB Economic Strategic Plan	\$75,000	\$375,000		Y
3	Other	City Ops / Plan	City Works	\$85,000	\$460,000	85K for City Works Implementation	Y
4	10.b	City Ops	Vision, Values, Mission	\$2,000	\$462,000	2K for public surveys	NA
5	10.d	City Ops	Information Technology	\$100,000	\$562,000	75K for assessment and 25K for FY16 corrections	Y
6	7.a	Facilities	Old Town Link	\$15,000	\$577,000	15K for conceptual designs of Centennial Parkway	Y
7	7.b	Facilities	Embarcadero Promenade	\$15,000	\$592,000	15K for conceptual design with public input	Y
8	7.d	Facilities	ADA Compliance	\$100,000	\$692,000	25K for ADA Assessment, 25K for work.	Y
9	2.b	Streets	Traffic Management	\$25,000	\$717,000	25K for Traffic Calming Projects	Y
10	10.e	City Ops	Public Information	\$6,000	\$723,000	Monthly water bill mailers to improve public info	NA
11	2.d	Streets	Pavement Management System	\$25,000	\$748,000	25K for PM Plan Update	Y
12	6.c	Econ Dev.	High-Speed Fiber	\$150,000	\$898,000	150K placeholder	N
13	7.c	Facilities	Parking	\$120,000	\$1,018,000	120K placeholder for metered parking and parking lot acquisition	N
14	Other		Facility Capital Reqs Assessment	\$50,000	\$1,068,000	Professional survey of long term maintenance and capital replacement of all city buildings	Y
15	7.g	Facilities	Sidewalk Improvement	\$100,000	\$1,168,000	100K fix sidewalk problem areas	N
16	2.e	Streets	Unmet Bike Needs	\$15,000	\$1,183,000	15K for bike racks and / or other needs	Y
17	7.e	Facilities	PD Needs Assessment	\$9,000	\$1,192,000	9K for PD Needs Assessment	Y
18	7.k	Facilities	Way-Finding Signs	\$20,000	\$1,212,000	20 new signs	N
19	7.i	Facilities	Street Signs	\$15,000	\$1,227,000	15K for new design and 100 signs	N
20	8.e	QOL	QOL Survey	\$20,000	\$1,247,000	Professional QOL Survey	Y

Council discussed this list, validated projects and reprioritized as appropriate.

Council directed that 75% of available one-time investment funds be committed to the top priority projects, and 25% held back until mid-year budget review.

Council directed projects able to be funded with other funds (grants, special funds, etc) be executed as funds are available.

Council passed a motion on all above.