

City of Morro Bay

Citizens Oversight Committee Agenda, Acting as Citizens Finance Advisory Committee

Mission Statement

The City of Morro Bay is dedicated to the preservation and enhancement of the quality of life. The City shall be committed to this purpose, and will provide a level of municipal service and safety consistent with, and responsive to, the needs of the public.

**REGULAR MEETING
TUESDAY, MAY 17, 2016
VETERANS MEMORIAL HALL – 3:30 PM
209 SURF ST., MORRO BAY, CA**

ESTABLISH QUORUM AND CALL TO ORDER

COMMITTEE MEMBERS ANNOUNCEMENTS & PRESENTATIONS

PUBLIC COMMENT PERIOD - Members of the audience wishing to address the Committee on business matters may do so at this time.

To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

- When recognized by the Chairperson, please come forward to the podium, and state your name and address for the record. Comments are to be limited to three minutes.
- All remarks shall be addressed to the Committee, as a whole, and not to any individual member thereof.
- The Committee respectfully requests that you refrain from making slanderous, profane or personal remarks against any elected official, commissioner, committee member and/or staff.
- Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering.
- Any disruptive activities that substantially interfere with the ability of the Committee to carry out its meeting will not be permitted, and offenders will be requested to leave the meeting.
- Your participation in Committee meetings is welcome, and your courtesy will be appreciated.

A. CONSENT CALENDAR

A-1 APPROVAL OF MINUTES FOR THE APRIL 19, 2016, REGULAR CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING

B. BUSINESS ITEMS

B-1 REPORT ON SAN LUIS OBISPO COUNCIL OF GOVERNMENTS TRANSPORTATION INVESTMENT PLAN

B-2 PROGRESS UPDATE: PUBLIC-FRIENDLY BUDGET

B-3 NOTIFICATION OF UPCOMING CITY COUNCIL BUDGET STUDY SESSIONS AND 2014/15 AUDIT PRESENTATION

C. DECLARATION OF FUTURE AGENDA ITEMS

D. ADJOURNMENT

The next meeting Regular Meeting will be held on **Tuesday, June 21, 2016 at 3:30 p.m.** at the Veterans Memorial Hall located at 209 Surf Street, Morro Bay, California.

THIS AGENDA IS SUBJECT TO AMENDMENT UP TO 72 HOURS PRIOR TO THE DATE AND TIME SET FOR THE MEETING. PLEASE REFER TO THE AGENDA POSTED AT CITY HALL FOR ANY REVISIONS, OR CALL CITY HALL AT 772-6201 FOR FURTHER INFORMATION.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA SUBMITTED TO THE COMMITTEE AFTER DISTRIBUTION OF THE AGENDA PACKET ARE AVAILABLE FOR PUBLIC INSPECTION AT CITY HALL LOCATED AT 595 HARBOR STREET DURING NORMAL BUSINESS HOURS.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN A CITY MEETING, PLEASE CONTACT THE CITY CLERK'S OFFICE AT LEAST 24 HOURS PRIOR TO THE MEETING TO INSURE THAT REASONABLE ARRANGEMENTS CAN BE MADE TO PROVIDE ACCESSIBILITY TO THE MEETING.

**MINUTES - CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE
REGULAR MEETING – APRIL 19, 2016
VETERANS MEMORIAL HALL – 3:30 P.M.**

- MEMBERS PRESENT:** Barbara Spagnola Chairperson
David Betonte Member
Betty Forsythe Member
Marlys McPherson Member
- ABSENT:** Roscoe Mathieu Member
- STAFF PRESENT:** Susan Slayton Administrative Services Director
Brooke Austin Deputy City Clerk

ESTABLISH QUORUM AND CALL TO ORDER

A quorum was established with all members, but Member Mathieu, present, and the meeting was called to order at 3:30 p.m.

COMMITTEE MEMBERS ANNOUNCEMENTS AND PRESENTATIONS - None

PUBLIC COMMENT PERIOD

<https://youtu.be/3xwhsb9DSwI?t=1m21s>

The public comment period was opened. Seeing none, the public comment period was closed.

A. CONSENT CALENDAR

A-1 APPROVAL OF MINUTES FOR THE MARCH 8, 2016 SPECIAL CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING

<https://youtu.be/3xwhsb9DSwI?t=1m28s>

MOTION: Committee Member McPherson moved to approve the minutes from the March 8, 2016 special meeting. The motion was seconded by Member Forsythe and carried unanimously, 4-0.

B. BUSINESS ITEMS

B-1 REVIEW OF THE 3RD QUARTER 2015/16 REPORTS

<https://youtu.be/3xwhsb9DSwI?t=2m8s>

Administrative Service Director Slayton presented the 3rd Quarter Financial Status Reports, Investment Portfolio and Contract Expenditures Report to the Committee and responded to inquiries.

The Committee plans to submit a combined report to Council for all items it considers.

B-2 PROGRESS UPDATE: PUBLIC-FRIENDLY BUDGET

<https://youtu.be/3xwhsb9DSwI?t=1h22m8s>

Member Betonte reported the subcommittee met and recommends the City resurrect the Budget in Brief document. They also have additional ideas to present at the next meeting. The Committee again discussed a workshop for creating public-friendly budget documents and Administrative Services Director Slayton will try to plan it for July or August.

C. DECLARATION OF FUTURE AGENDA ITEMS

<https://youtu.be/3xwhsb9DSwI?t=1h42m9s>

Review of the final 2014/15 Audit was previously declared as a future agenda item. Administrative Services Director Slayton advised it had been e-mailed to the Committee Members.

Public-friendly budget documents was declared as an ongoing future agenda item.

D. ADJOURNMENT

<https://youtu.be/3xwhsb9DSwI?t=1h56m43s>

The meeting adjourned at 5:27 pm. The next Regular Meeting will be held Tuesday, May 17, 2016 at 3:30 p.m. at the Veterans Memorial Hall located at 209 Surf Street, Morro Bay, CA.

Recorded by:

Brooke Austin
Deputy City Clerk



AGENDA NO:	B - 1
MEETING DATE:	May 17, 2016

Staff Report

TO: Committee Members

DATE: May 10, 2016

FROM: Chairwoman Spagnola

SUBJECT: Presentation on San Luis Obispo Council of Governments (SLOCOG)
Transportation Investment Plan

Chairwoman Spagnola will present information on the SLOCOG Transportation Investment Plan to the Committee for consideration.



AGENDA NO:	B - 2
MEETING DATE:	May 17, 2016

Staff Report

TO: Chairwoman Spagnola and Committee Members **DATE:** May 10, 2016

FROM: Subcommittee Members Betonte and Mathieu

SUBJECT: Progress Update: Public-Friendly Budget

This is the Subcommittee's opportunity to present its efforts made on researching and creating a more Public-Friendly Budget document and presentation. The Committee will routinely discuss this topic in order to make a recommendation to the City Manager by January 2017.



AGENDA NO:	B - 3
MEETING DATE:	May 17, 2016

Staff Report

TO: Chairwoman Spagnola and Committee Members **DATE:** May 10, 2016
FROM: Susan Slayton, Administrative Services Director
SUBJECT: Notification of Upcoming City Council Budget Study Sessions and
2014/15 Audit Presentation

MAY 24, 2016:

1st Budget Study Session

The City's first budget study session is scheduled to begin at 3:30 p.m. in the Veterans Memorial Hall at 209 Surf Street, Morro Bay.

2014/15 Audit Presentation and Discussion

The 2014/15 Audit is scheduled to be presented to the City Council at its regular meeting in the Veterans Memorial Hall. The City's audit firm representative, Kenneth Pun, will be the presenter. The regular meeting begins at 6:00 p.m. The 2014/15 Audit is the first business item, and it will be presented after the public hearings (approx. 7:45 p.m.).

If there are particular parts of the audit you would like to be discussed, provide that information to me as soon as possible so I can tell Ken, to ensure he covers as many interests as possible.

MAY 31, 2016:

2nd Budget Study Session (if needed)

The City's second budget study session is scheduled to begin at 4:00 p.m. This is a special Council meeting, and will be held at the Veterans Memorial Hall.

If you cannot attend these meetings, you may request the YouTube link. The City Clerk/Deputy City Clerk generally have the meetings uploaded by the Monday following the meetings.