

**CITIZENS OVERSIGHT AD HOC COMMITTEE
MINUTES – Tuesday, March 20, 2007**

MEMBERS PRESENT: Homer Alexander, Joyce Lundy, Lanny McKay, Graham Pask,
Cheryl Taylor

MEMBERS ABSENT: None

STAFF PRESENT: Robert Schultz, City Attorney; Susan Slayton, Finance Director

I. CALL TO ORDER

Susan Slayton called the meeting to order at 9:02 a.m.

II. PUBLIC COMMENT PERIOD

No members of the public were present.

III. APPROVAL OF MINUTES

Committee reviewed the March 6 minutes; approved 5/0.

Rob Schultz stated that the inclusion of the words "Ad Hoc" in the Committee's title needs to be removed as it indicates a committee of short duration, which this one is not. Rob also stated that the meetings do not need to be televised.

IV. NEW BUSINESS

1. Elect Chairperson and Vice-Chairperson

Homer Alexander was nominated as Chairman – approved 5/0
Joyce Lundy was nominated as Vice-Chair – approved 5/0

2. Review of Brown Act

Rob Schultz provided a handout, "Council Policies and Procedures." He told the Committee that this is general information that applies to all committees. He made particular reference to page 32 regarding e-mail, page 35 regarding direction from council, and page 35-36 regarding staff support and information distribution.

Page 29 is the beginning of the discussion on the Brown Act. Rob informed all Committee members that they must disclose immediately whether or not a conversation about an action item has occurred BEFORE discussing that item with another member (see information on page 29, 4.2.2.1 regarding serial

meetings). If a prior conversation has occurred, the conversation regarding that item must end.

3. Overview of Budget Process

Susan Slayton went over fund accounting and the budget process. Each member was given a copy of the 2006/07 preliminary budget for review. She also provided some sales tax information to the Committee members.

Committee members asked to receive the preliminary 2007 – 2009 budget when it was distributed to the City Council. Rob stated that it was okay for them to receive a copy at that time. Susan said she will forward the approved 2007 – 2009 budget calendar to all committee members.

The question came up about adding items to the agenda. Rob mentioned that emergency items could be added by a 4/5 vote.

III. FUTURE AGENDA ITEMS

Chairman Alexander asked that "General Discussion of the 2007 – 2009 Budget" be added for the next meeting.

IV. SCHEDULE NEXT MEETING

The next meeting is scheduled for May 2, 2007 at 9:00 a.m. in City Hall's conference room.

V. ADJOURNMENT

The meeting was adjourned at 10:50 a.m.