

MINUTES –CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE
REGULAR MEETING – May 21, 2024
VETERAN’S MEMORIAL HALL – 3:00 p.m.

- MEMBERS PRESENT: Stephen Peck Chair
Jean Johnson Committee Member
Brian Dorfman Committee Member
Kathy Hoversten Committee Member
- ABSENT: Michael Erin Woody Vice-Chairperson
- STAFF PRESENT: Yvonne Kimball City Manager
Emily Conrad Finance Director
Greg Kwolek Public Works Director
Melissa Green Administrative Programs Manager
Erika Castillo Account Clerk III

ESTABLISH QUORUM AND CALL TO ORDER
<https://youtu.be/6AdfDQePq0Y?si=rVg86o9HeqEKXw5g&t=26>
Chair Peck called the meeting to order at 3:01 p.m. with Vice-Chair Woody and Member Dorfman absent. Member Dorfman joined the meeting at 3:30 pm.

COMMITTEE MEMBER ANNOUNCEMENTS & PRESENTATIONS
None.

DIRECTOR UPDATE
None.

PUBLIC COMMENT
<https://youtu.be/6AdfDQePq0Y?si=Px6e8zEAalh5aUnR&t=79>

Chair Peck opened the public comment period; seeing none, the public comment period was closed.

- A. CONSENT CALENDAR
<https://youtu.be/6AdfDQePq0Y?si=eY69ln5XUVgQS8V3&t=117>
- A-1 APPROVAL OF MINUTES FOR FEBRUARY 20, 2024 CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE MEETING
Recommendation: Approve as submitted.
- A-2 APPROVAL OF MINUTES FOR THE APRIL 17, 2024, JOINT CITIZENS’
OVERSIGHT/FINANCE ADVISORY COMMITTEE/PUBLIC WORKS ADVISORY BOARD
SPECIAL MEETING
Recommendation: Approve as submitted.

MOTION: Member Hoversten moved to approve the minutes from the February 20, 2024 Citizens Oversight/Finance Advisory Committee meeting and April 17, 2024 Joint Citizens Oversight/Finance Advisory Committee/Public Works Advisory Board Special meeting. The motion was seconded by Member Johnson. The motion carried 3-0-2, with Vice-Chair Woody and Member Dorfman absent.

B. BUSINESS ITEMS

B-1 DISCUSSION AND INPUT ON THE FISCAL YEAR 2024-25 DRAFT PROPOSED BUDGET (FINANCE DIRECTOR/ADMINISTRATIVE PROGRAMS MANAGER)

<https://youtu.be/6AdfDQePq0Y?si=jVh9Alrwmu5p1D3&t=148>

City Manager Kimball formally introduced Finance Director Conrad as the new Finance Director for the City's Administrative Services Department and provided some opening remarks regarding the budget development process.

Finance Director Conrad and Administrative Programs Manager Melissa Green presented the Fiscal year 2024-25 Draft Proposed Budget and answered committee member questions. Public Works Director Kwolek answered questions specific to capital projects.

Public Comment:

Bill Luffee, Morro Bay, spoke regarding estimated revenues, which he felt were too conservative. He also advocated for prioritizing the Coleman Park Restroom project.

Homer Alexander, Morro Bay, spoke regarding the Annual Pavement Management Program and expressed a desire to see it fully funded and opined that estimated revenues were too conservative. He also commented on the accuracy of the five-year fiscal forecasts.

Chair Peck closed public comment.

MOTION: Chair Peck moved to submit CFAC recommended changes to the Fiscal Year 2024-25 Draft Proposed Budget to the City Council for consideration:

- Remove funding for the Harbor Patrol Reserve Program.
- Remove funding for the Local Roadway Safety Plan and Sidewalk/Street Tree Replacement projects and reallocate those funds (\$350,000) to the Annual Pavement Management Program. The Committee also recommended increasing the Annual Pavement Management Program budget in out-years using an inflationary index.

The motion was seconded by Member Johnson and carried 3-1-1, with Member Hoversten voting No and Vice-Chair Woody absent.

Committee Members offered individual comments on the remainder of the funds and departments including the general fund.

B-2 DISCUSSION ON THE PUBLIC WORKS ADVISORY BOARD/CITIZENS' OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING FOR CAPITAL IMPROVEMENT PROJECT (CIP) PRIORITIZATION

<https://youtu.be/6AdfDQePq0Y?si=dwlC1rssRleUhleB&t=5011>

Chair Peck provided a presentation for committee member discussion and Public Works Director Kwolek answered committee member questions.

Public comment:
None

Chair Peck closed public comment.

The report was received and filed.

B-3 PRESENTATION BY CHAIR PECK AND VICE CHAIR WOODY ON JOINT HARBOR ADVISORY BOARD/PUBLIC WORKS ADVISORY BOARD MEETING ON HARBOR LEASE RECOMMENDATIONS

<https://youtu.be/6AdfDQePq0Y?si=Z8AQ7LYaevg1669E&t=5326>

Chair Peck provided a presentation with an update to the committee.

Public comment:
None

Chair Peck closed public comment.

The report was received and filed.

C. FUTURE AGENDA ITEMS

<https://youtu.be/6AdfDQePq0Y?si=0-zLYaLXTHsJdDLk&t=5465>

1. Discussion of possible review of revenues received in FY 2023-24 to ensure accurate projections for FY 2024-25 and out-years.
2. Discussion of possible review of CFAC budget review dates.

D. SCHEDULE NEXT MEETING

The next regularly scheduled Citizen's Oversight/Finance Committee meeting will be August 20, 2024 at 3:00 p.m.

E. ADJOURNMENT

The meeting adjourned at 4:36 p.m.

Recorded by:

Melissa Green
Administrative Programs Manager