



Measure C Citizen Oversight Committee Meeting Minutes - 4:00 PM – October 27, 2015

1. OPENING

The October 27, 2015 Citizen Oversight Committee meeting was called to order by Vice Chair Kirk Trostle who led the Pledge of Allegiance to the Flag of the United States of America.

BOARD MEMBERS PRESENT: Dean Fender, Dan Hansen, Nicki Jones, Molly Knappen, George Morris, Jr., James Ratekin, Sharon Simonton and Kirk Trostle.

BOARD MEMBERS ABSENT: Chris Buzzard.

ALTERNATES PRESENT: Linda Dye.

ALTERNATES ABSENT: Stacey Poliquin.

2. ITEMS

- 2a. **MOTION** by Fender, seconded by Morris approved the Minutes of the May 26, 2015 Regular MCCOC meeting. Committee vote was unanimous; Buzzard absent.
- b. Vice Chair Trostle announced the October 13, 2015 Town Council's appointment of Sharon Simonton to fill a vacancy on the oversight committee created by the resignation of Kelly Wells.
- c. Following the nomination process, Kirk Trostle was appointed to serve as Chair and Molly Knappen was appointed to serve as Vice Chair by unanimous vote; Buzzard absent.
- d. Finance Director Gina Will provided a financial update on revenues and expenditures of revenue generated by the voter-approved 0.50% transactions and use tax referred to as "Measure C". The power point will be forwarded to the committee members and made available on the Town's website. The presentation restated information presented to the Town Council at the October 13, 2015 meeting. Finance Director Will requested specific oversight committee determination relating to the following appropriations of Measure C funds for 2015/2016 which would amount to an increase of \$66,321:
 1. Sponsoring three police trainees through the Police Academy ...\$45,000
Cost is \$15,00 per candidate
 2. Pedestrian Safety Enhancements in the form of crosswalks ... \$25,000
 3. Final Design Adjustments for Fire Engine \$ 2,400
- e. Request for a Public report from Measure C Oversight Committee.

The committee reviewed and discussed the quarterly reports provided by staff summarizing expenditures and revenues for the period April 1, 2015 through June 30, 2015; and, July 1, 2015 through September 30, 2015.

Staff requested that the committee review the accounting and make a determination as to whether or not the expenditures of the revenue generated by the transactions and use tax are appropriate.

Manager Gill stated that a public report is appropriate in that the purpose of this citizen oversight committee is to provide the public oversight required in the ordinance so that the public might be assured that the recommended and pending expenditures fit the priorities approved by the voters as set forth by the ballot measure language.

- f. Review proposed informational letter to businesses from the Measure C Oversight Committee

The committee reviewed a draft letter proposed to inform the business community of the benefits of the tax revenue. Following discussion, the committee concurred that an informational letter to the community would serve as a better tool to report to the public.

MOTION by Fender, seconded by Hansen, directed that the Town Manager convey to the Town Council that the citizen oversight committee concurs that expenditures presented by the Finance Director, and the requests for funding for the three additional items, fit within the priorities set forth in the ballot measure and directed that the Committee Chair and Vice Chair work with the town staff to create a letter to community, a narrative report that will include financial data, to circulate through various media including newspaper editorials, the chamber business journal, the Town's website and other social media sites. Roll call vote was unanimous; Buzzard absent.

- g. The committee reviewed the MCOC Meeting Schedule for 2016. Finance Director Will stated that she will look at proposed dates relating to the budget review and advise of any adjustments that might be needed to the MCOC meeting schedule.

3. ADJOURNMENT

MOTION by Fender, seconded by Trostle, adjourned the meeting at 5:20 p.m.

Approved: January 26, 2016

By: _____
Kirk Trostle, Chair

Joanna Gutierrez, Town Clerk