

MEASURE U CITIZENS OVERSIGHT COMMITTEE

Cecily Hastings, Chair
Michelle Brattmiller, Vice Chair
Jamie A. Matthews
Chris Shipman
Sarah Sciandri

COMMITTEE STAFF

Dennis Kauffman, Finance Operations Manager
Wendy Klock-Johnson, Assistant City Clerk
Jerry Hicks, Supervising Deputy City Attorney

**Special Meeting
DRAFT Minutes**

**Measure U Citizens
Oversight Committee
City Hall – Council Chamber
915 I Street, 1st floor**

**Published by the
Office of the City Clerk
(916) 808-7200**

**Wednesday, March 2, 2016
5:30 p.m.**

NOTICE TO THE PUBLIC

You are welcomed and encouraged to participate in this meeting. Public comment is taken on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

Notice to Lobbyists: When addressing the legislative bodies you must identify yourself as a lobbyist and announce the client/business/organization you are representing.
(City Code 2.15.160).

Speaker slips are available on the City's Website and located in racks inside the chamber and should be completed and submitted to the Committee Clerk.

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations.

The order and estimated time for Agenda items are listed for reference and may be taken in any order deemed appropriate by the legislative body.

The Agenda provides a general description and staff Recommendation; however, the legislative bodies may take action other than what is recommended. Full staff reports are available for public review, including all attachments and exhibits at the Office of the City Clerk and all written material received is available at the meeting for public review.

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Office of the City Clerk at (916) 808-7200 at least 48 hours prior to the meeting.

General Conduct for the Public Attending Measure U Citizens Oversight Committee Meetings

- Members of the public attending Measure U Citizens Oversight Committee meetings shall observe the same rules and decorum applicable to the Members and staff as noted in Chapters 3 and 4 of Council Rules of Procedure.
- Stamping of feet, whistles, yells or shouting, physically threatening conduct, and/or similar demonstrations are unacceptable public behavior and will be prohibited by the Sergeant-at-Arms.
- Lobbyists must identify themselves and the client(s), business or organization they represent before speaking to the Committee.
- Members of the public wishing to provide documents to the Committee shall comply with Rule 7 D of the Council Rules of Procedure.

Members of the Public Addressing the Measure U Citizens Oversight Committee

Purpose of Public Comment. The City provides opportunities for the public to address the Committee as a whole in order to listen to the public's opinions regarding non-agendized matters within the subject matter jurisdiction of the City during Regular meetings and regarding items on the Agenda at all other meetings.

- Public comments should not be addressed to individual Members nor to City officials, but rather to the Measure U Citizens Oversight Committee as a whole regarding City business.
- While the public may speak their opinions on City business, personal attacks on Members and City officials, use of swear words, and signs or displays of disrespect for individuals are discouraged as they impede good communication with the Committee.
- Consistent with the Brown Act, the public comment periods on the Agenda are not intended to be "Question and Answer" periods or conversations with the Committee and City officials. The limited circumstances under which Members may respond to public comments are set out in Rule 8 D 2 of the Council Rules of Procedure.
- Members of the public with questions concerning Consent Calendar items may contact the staff person on the report prior to the meeting to reduce the need for discussion of Consent Calendar items and to better respond to the public's questions.

Speaker Time Limits.

In the interest of facilitating the Committee's conduct of the business of the City, the following time limits apply to members of the public (speakers) who wish to address the Committee during the meeting.

- **Matters not on the Agenda.** Two (2) minutes per speaker.
- **Consent Calendar Items.** The Consent Calendar is considered a single item, and speakers are therefore subject to the two (2) minute time limit for the entire Consent Calendar. Consent Calendar items can be pulled at a member's request. Such pulled Consent Calendar items will be considered individually and up to two (2) minutes of public comment per speaker on those items will be permitted.
- **Discussion Calendar Items.** Two (2) minutes per speaker.

Time Limits per Meeting In addition to the above time limits per item, the total amount of time any one individual may address the Committee at any meeting is eight (8) minutes.

- Each speaker shall limit his/her remarks to the specified time allotment.
- The Presiding Officer shall consistently utilize the timing system which provides speakers with notice of their remaining time to complete their comments. A countdown display of the allotted time will appear and will flash red at the end of the allotted time.
- In the further interest of time, speakers may be asked to limit their comments to new materials and not repeat what a prior speaker said. Organized groups may choose a single spokesperson who may speak for the group but with no increase in time.
- Speakers shall not concede any part of their allotted time to another speaker.
 - The Presiding Officer may further limit the time allotted for public comments per speaker or in total for the orderly conduct of the meeting and such limits shall be fairly applied

SPECIAL DRAFT MINUTES

Wednesday, March 2, 2016

City Hall - 915 I Street – First Floor Council Chamber

Call to Order – 5:30 p.m.

Special Meeting was called to order by Chair Cecily Hastings at 5:30 p.m. Wednesday, March 2, 2016 at the Sacramento City Hall Chamber.

Members Present: Michelle Brattmiller, Jamie Matthews, Sarah Sciandri, and Chair Cecily Hastings.
Members Absent: Chris Shipman.

Consent Calendar.

Action: Moved/Seconded: Members Michelle Brattmiller/Cecily Hastings
Yes: Members Jamie Matthews, Cecily Hastings, Michelle Brattmiller and Sarah Sciandri
Absent: Member Chris Shipman

A motion **passed** to adopt the Consent Calendar in one motion except as indicated at each item

1. Approval of Minutes

Recommendation: Pass a Motion approving the minutes of the April 27, 2015 Measure U Citizens Oversight Committee meeting.

Contact: Wendy Klock-Johnson, Assistant City Clerk, (916) 808-7509, Office of the City Clerk

Discussion Calendar

Discussion or action reports include oral presentations including those recommending receive and file.

2. Selection of Committee Chair and Vice Chair

Recommendation: Nominate and pass a motion appointing Committee Chair and Vice Chair.

Contact: Wendy Klock-Johnson, Assistant City Clerk, (916) 808-7509, Office of the City Clerk

Action: Moved/Seconded: Members Michelle Brattmiller/Cecily Hastings
Yes: Members Jamie Matthews, Cecily Hastings, Michelle Brattmiller and Sarah Sciandri
Absent: Member Chris Shipman

Action: Passed a motion nominating Jaime Matthews a committee chair, and Cecily Hastings as committee vice-chair.

3. 2016 Regular Meeting Schedule (Oral Report)

Recommendation: Pass a motion approving the regular meeting schedule for 2016.

Contact: Wendy Klock-Johnson, Assistant City Clerk, (916) 808-7509, Office of the City Clerk

Action: Directed staff to review the chamber schedule for future possible meeting dates.

4. Scope of Committee Responsibility Per City Council Resolution R2012-344 (Oral Report)

Contact: Leyne Milstein, Finance Director, (916) 808-8491, Finance Department

Action: Received and filed.

5. Measure U Revenues and Expenditures

a. Fiscal Year 2015-16 Mid-Year Budget Update

b. Overview of Measure U General Tax

c. Measure U Reserve

d. Measure U Expenditure Summary

e. Fiscal Year 2014-15 Comprehensive Annual Financial Report (CAFR)

f. Fiscal Year 2014-15 Performance Audit

Contact: Leyne Milstein, Finance Director, (916) 808-8491, Finance Department; Russ Robertson, Accounting Manager, (916) 808-5843, Finance Department

Action: Received and filed.

6. Measure U Citizens Oversight Committee Report to City Council (Oral Report)

Recommendation: Discuss and develop plan for preparation and presentation of Measure U Citizens Oversight Committee Report to City Council

Contact: Leyne Milstein, Finance Director, (916) 808-8491, Finance Department

Action: Discussed and direction provided.

Public Comment – Matters not on the Agenda

None

Member Comments: Idea, Questions and Meeting/Conference Report

None

Adjournment – 6:12 p.m.