

SPECIAL MEETING MINUTES
MEASURE E RESIDENTS' OVERSIGHT COMMITTEE

March 11th, 2013, 5:30 p.m.

City Hall Conference Room 203, 333 Civic Center Plaza

City Website: <http://www.ci.tracy.ca.us>

1. CALL TO ORDER: Arch Bakerink called the meeting to order at 5:30 p.m.

2. ROLL CALL:

Present: Robert Tanner, George Riddle, Michel Bazinet, Veronica Vargas

Staff Present: Jenny Haruyama, Administrative Services Director; Anne Bell, Mgt. Analyst II; Finance Division

Citizens Present: None

Recorded by: Anne Bell

Those in attendance were provided with agenda packet.

3. ITEMS FROM THE AUDIENCE: None

4. APPROVAL OF MINUTES:

February 25, 2012: Motion to approve Minutes: Robert Tanner

Second motion: George Riddle

All in favor: Arch Bakerink, Robert Tanner, George Riddle, Veronica Vargas

All opposed: None

Abstain: Michel Bazinet

5. INTRODUCTION OF NEWLY APPOINTED COMMITTEE MEMBERS

a. Chairman Arch Bakerink provided summary of Committee's progress to date and discussed issues of concern;

b. Anne Bell redistributed and briefly summarized [for the new members and preparation of the Annual Report for FY11-12]:

i. Committee's Bylaws;

ii. FY10-11 Report that was presented to Council in June, 2012;

iii. Financial reports pertaining to Measure E;

iv. Committee member contact information

c. Anne Bell briefed members on Ethics AB1234 training, Brown Act training, and Economic Interest Reporting.

6. ESTABLISH MEASURE E AD HOC ANNUAL REPORT COMMITTEE:
Robert Tanner made a motion to appoint Michel Bazinet and George Little to the Ad Hoc Committee.
Second motion: George Riddle
All in favor: Arch Bakerink, Robert Tanner, George Riddle, Michel Bazinet,
Veronica Vargas
All opposed: None

7. DISCUSS ANNUAL REPORT [FISCAL YEAR 11-12] WRITTEN CONTENT:
 - a. Anne Bell re-emphasized the purpose and scope of the Oversight Board Committee as per the adopted Council Bylaws, and further clarified the roles of the Committee. Per the Committee Bylaws: "The Oversight Committee shall review expenditures and revenues through the annual independent financial audits performed by and independent auditor....The role of the Oversight Committee is to review the independent financial audit of the City that includes revenue raised by Measure E and other financial reports necessary to advise the City Council of its findings...."
 - b. The Committee discussed options for the report content and preparation to be discussed at the March 25th meeting.
 - i. Using City financial reports, identify FY 11/12 Measure E adopted, projected, and actual revenue.
 - ii. Read last year's Oversight Board Annual Report;
 - iii. Develop written annual report concepts for discussion A collective draft will be developed by April 15, 2013.
 - iv. A final draft for Council should be completed by May 23, 2013 for the June 18th City Council Agenda.

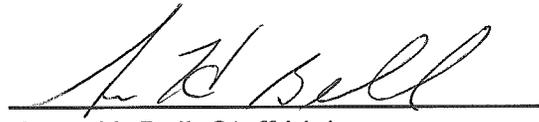
8. REVIEW MEETING SCHEDULE FOR 2013-2014
Anne Bell distributed new meeting schedule.

9. NEXT SPECIAL MEETING DATE: MARCH 25, 2013 AT 5:30 P.M., Room 109

10. ADJOURNMENT
Motion to adjourn: Michel Bazinet
Second: George Riddle
All in favor: Arch Bakerink, Robert Tanner, George Riddle, Michel Bazinet,
Veronica Vargas

The above agenda was posted at the Tracy City Hall in accordance with *In accordance with Procedures for Preparation, Posting, and Distribution of*

Agendas and the Conduct of Public Meetings, adopted by Resolution 2008-140.
These are the summary minutes.



Anne H. Bell, Staff Liaison