

DIANA CAREY
Chair

MARK LAWRENCE
Committee Member

VANESSA PEARSON
Committee Member

RUTH PIKER
Committee Member

WESTON SEID
Committee Member



AGENDA

CITIZENS OVERSIGHT COMMITTEE

SPECIAL MEETING

THURSDAY, DECEMBER 17, 2020

11:00 a.m. - Via Teleconference/Web Conference Only

**8200 WESTMINSTER BOULEVARD
WESTMINSTER, CALIFORNIA 92683**

In an effort to protect public health and prevent the spread of coronavirus (COVID-19), the City of Westminster encourages the public to view this Citizens Oversight Committee meeting online. The Council Chambers will be closed to adhere to guidelines for practicing safe social distancing and within the guidelines for gatherings.

If you need special assistance to participate in this meeting, including interpretation, please contact the City Clerk's office at (714) 548-3237. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 American Disabilities Act Title II)

Any writings or documents provided to a majority of the Citizens Oversight Committee regarding any item on this agenda is available for public inspection on the City's website at www.westminster-ca.gov, except such documents which are otherwise exempt from disclosure under applicable law.

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**SPECIAL NOTICE REGARDING CORONAVIRUS (COVID-19) AND
ATTENDANCE AT PUBLIC MEETINGS**

On March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 (superseding the Brown Act-related provisions of the Executive order N-25-20 Issued on March 12, 2020), which allows a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that some or all of the Westminster Citizens Oversight Committee Members will participate in meetings via teleconference.

AGENDA INFORMATION

The agenda contains a brief general description of each item to be considered. The agenda can be accessed on the City's web site at <http://www.westminster-ca.gov>. An archive of agendas and minutes is also available on the City's website.

WEBSITE/TELEVISED MEETING SCHEDULE

Citizens Oversight Committee meetings are not broadcasted live. The City's website (www.westminster-ca.gov) provides information about viewing archived Citizens Oversight Committee agenda and minutes.

ATTENDANCE AND PARTICIPATION BY THE PUBLIC

IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19, IN LIEU OF ATTENDING THE MEETING, MEMBERS OF THE PUBLIC MAY VIEW THE MEETING LIVE VIA ZOOM.

To view the meeting via Zoom, please visit: <https://us04web.zoom.us/j/71193629352>

- Or one-tap mobile:
 - US: +16699006833,,71193629352# or +12532158782,,71193629352#
- Or Telephone:
 - Dial (for higher quality, dial a number based on your current location):
 - US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799
- Meeting ID: **711 9362 9352**
- International numbers available: <https://us02web.zoom.us/j/71193629352>

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MEMBERS OF THE PUBLIC WHO WISH TO ADDRESS THE CITIZENS OVERSIGHT COMMITTEE FOR COMMENTS DURING ORAL COMMUNICATIONS OR COMMENTS DURING AN OPEN PUBLIC HEARING MAY SUBMIT COMMENTS IN WRITING THROUGH E-MAIL UP TO 24 HOURS PRIOR TO THE MEETING:

- Please submit the e-mails to the following e-mail address:
ebacks@westminster-ca.gov
- Comments received via E-Mail within 24 hours prior to the meeting will be read into the record during oral communications or read into the record during an open public hearing. Any comments containing words of profanity, obscenity, or discriminatory language will be removed.
- Your comments will become part of the official meeting record. You must provide your full name, please do not provide any other personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published.

IN LIEU OF WRITTEN COMMENTS, MEMBERS OF THE PUBLIC WHO WISH TO VERBALLY ADDRESS THE CITIZENS OVERSIGHT COMMITTEE DURING ORAL COMMUNICATIONS MAY SPEAK VIA ZOOM BY:

- Speakers who have already submitted an e-Comment will not be permitted to speak during Oral Communications.
- Speakers must attend the Citizens Oversight Committee meeting via Zoom in order to speak to the Committee.
- At the start of Oral Communications speakers should to press the “Raise Your Hand” button.
- When your name is called, you will be enabled to speak via zoom.
- Please state your name and city of residence for the record.
- Your microphone will be muted if you begin to use profane, obscene, or discriminatory language.

AGENDA
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11:00 A.M.

CALL TO ORDER:

ROLL CALL: CAREY, LAWRENCE, PEARSON, PIKER, SEID
PRESENT:
ABSENT:

SALUTE TO FLAG: Diana Carey, Chair

ORAL COMMUNICATIONS

THIS IS THE TIME OF THE MEETING THAT MEMBERS OF THE PUBLIC MAY ADDRESS THE CITIZENS OVERSIGHT COMMITTEE REGARDING ANY ITEMS ON THE AGENDA OR NON-AGENDA ITEMS THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION. UNLESS OTHERWISE EXTENDED BY A MAJORITY VOTE OF THE OVERSIGHT COMMITTEE, COMMENTS SHALL BE LIMITED TO FIVE (5) MINUTES PER SPEAKER.

PLEASE SEE PREVIOUS PAGES FOR INSTRUCTIONS ON HOW TO SPEAK VIA ZOOM OR HOW TO SUBMIT YOUR COMMENTS TO BE READ DURING ORAL COMMUNICATIONS.

SPECIAL PRESENTATIONS

Measure SS update, Budget Overview

1. **Minutes of the Special Meeting of the Citizens Oversight Committee on June 18, 2020 (Tanya Ramirez)**
2. **Items for future oversight committee consideration:**
3. **Adjournment**

DECLARATION: This agenda was posted on the Bulletin Board outside of the Council Chambers, where completely accessible to the public; and online, at least 24 hours in advance of the Citizens Oversight Committee Meeting.



Erin Backs, Acting Finance Director

The Citizens Oversight Committee of the City of Westminster, California convened on June 18, 2020 at 10:03 a.m. in a Special Meeting in the East/West Room located at 8200 Westminster Boulevard, Westminster, California.

10:00 A.M.

CALL TO ORDER:

ROLL CALL: DIANA CAREY, MARK LAWRENCE, VANESSA PEARSON, RUTH PIKER, WESTON SEID

PRESENT: CAREY, LAWRENCE, PEARSON, SEID

ABSENT: PIKER

STAFF PRESENT: Interim City Manager Sherry Johnson, Acting Finance Director Erin Backs, City Traffic Engineer/Acting Assistant to the City Manager Adolfo Ozaeta, Administrative Assistant Tanya Ramirez

SALUTE TO FLAG: Diana Carey, Chair

ADMINISTER OATH OF OFFICE TO MARK LAWRENCE

ORAL COMMUNICATIONS: Terry Rains, Westminster, spoke in regards to the sunset of Measure SS and shared she felt Covid-19 has negatively impacted the current budget, suggested an annual budget instead of fiscal and questioned how the business loans impacted the current budget.

1. Introduction and swearing in of New Member:

New Committee Member Mark Lawrence was introduced and sworn in by Acting Finance Director Erin Backs.

2. Special Presentations:

Acting Finance Director Erin Backs gave a brief update and overview on Measure SS funds.

Chair Carey requested all to watch the June 10, 2020 City Council Meeting for the full staff report with a presentation and also included Council Members comments and asked for Trust 115 Fund description.

Interim City Manager Sherry Johnson explained 115 Trust Funds regarding CalPERS and retirement.

Chair Carey asked what payment options were available regarding the Small Business Loan Deferral and how the business would make payments, she added she would like to see the loans continue so the City can help businesses. Interim City Manager Johnson shared businesses currently have two deferred options. The City can use current reserve to get through the year. She stated she does not want to lay off staff as the City currently has small staff and larger workload, the City is looking for ways to conserve and organize during this difficult time. She stated these are short-term fixes, but reassured she is looking into long term ways to save and bring in money to the City. The current budget will be brought before Council for approval with the addition of intentions to work hard to bring new ideas and more funds to the City.

Chair Carey commented the City had not yet recovered from the 2012 deficit when Measure SS passed, the funds helped, but with Covid-19, it may negatively affect the police department and its staff may face potential layoffs.

Chair Carey reiterated City employees cannot advocate for or against a tax measure, but can educate residents. Stated Measure SS is designed to help the City and not fix all financial issues. Spoke in regards to CPU and how important it is to keep them employed as they assist Code Enforcement and help keep the City clean, which helps keep property values high.

Committee Member Pearson questioned if unallocated project funds will be returned and if so, where the funds would be pulled from.

Interim City Manager Johnson stated \$2.4 million was transferred back to the General Fund account from the capital project set up from fiscal year 18-19.

Committee Member Seid questioned if allocated funds could be transferred back to General Fund and shared he feels the parks currently closed due to Covid-19 are perks and feels the City should focus on more important issues than parks and projects.

Interim City Manager Johnson indicated City Council can stop or put a hold on a project if it has not been started and welcomed residents to attend council meetings to share their comments and suggestions.

Committee Member Seid asked for clarification as to why the City is worried about renovating the Boys & Girls Club and asked the monies from those renovating projects be transferred back to general fund.

Committee Member Lawrence spoke on the importance of revamping the Boys and Girls Club to make it safe and the benefits they offer the kids who attend. Chair Carey questioned on who owns the Boys and Girls Club and expressed the importance of cleaning up the City.

City Traffic Engineer/Acting Assistant to the City Manager Ozaeta further explained the difference between Code Enforcement and CPU duties and clarified the Boys and Girls Club is owned by the City.

Committee Member Lawrence asked what other ways of revenue the City is looking into and asked if they considered marijuana dispensaries, suggested a higher tax on those industries, also stated he would like the City to look in to alternative options as he does not want to see staff laid off. Asked for clarification as to what Measure SS will consist of if placed on current ballot.

Interim City Manager stated marijuana dispensaries are controversial and have to see if residents are open to allowing sales, added she would like to look for other services and options for revenue before turning to layoffs.

Chair Carey expressed concern and the importance of Measure SS going on the ballot for the November 2020 General Election, stated if it does not pass it won't be able to go on the ballot for another two years at the next General Election.

Interim City Manager stated to place on the ballot for the 2020 General Election the cost would be less to the City than if called for a Special Election, suggested an increase to the current tax increase to 1.5% with no sunset. Added Chair Carey will speak at the June 24, 2020 City Council Meeting and will present a brief overview of the benefits of the Transaction Tax.

Chair Carey responded to oral communication speaker and stated staff cannot change the budget cycle and expressed her concern in not wanting to see layoffs or cuts within the City.

3. Approval of the Minutes from the Special Meeting of the Citizens Oversight Committee on February 3, 2020:

Motion was made by Chair Carey, and seconded by Committee Member Seid to approve the Minutes from the February 3, 2020 meeting as is.

The motion carried by the following vote:

AYES:	CAREY, PEARSON, SEID
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	LAWRENCE

5. OVERSIGHT BOARD OF THE SUCCESSOR AGENCY ADJOURNMENT:

Chair Carey adjourned the meeting at 11:06 a.m.

Diana Carey
Chair

Tanya Ramirez
Committee Secretary

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