



# AGENDA

## MEASURE HH ADVISORY OVERSIGHT COMMITTEE

THURSDAY, FEBRUARY 8, 2018  
REGULAR MEETING – 5:00 PM

CITY HALL MAIN CONFERENCE ROOM  
10200 SLATER AVENUE

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in Measure HH Advisory Oversight Committee meetings, please contact the Finance Department at 714-593-4418. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting.

### REGULAR MEETING

#### CALL TO ORDER

#### SALUTE TO THE FLAG

ROLL CALL: Briscoe, Drilling, Jensen, Stone, Taylor, White (alternate)

#### ANNOUNCEMENT OF SUPPLEMENTAL COMMUNICATIONS

Anyone wishing to speak during Public Comments must fill out and submit a yellow speaker card. The Measure HH Oversight Committee can take no action on this date, unless the item is agendaized. Anyone wishing to speak on items not on tonight's agenda, may do so during Public Comments. Speakers on items scheduled for non-public hearing items will be invited to speak when those items are heard. (Three minutes per speaker)

#### APPROVAL OF MINUTES

1. Receive and file the Minutes of the January 11, 2018 Regular Measure HH Advisory Oversight Committee Meeting.

#### SELECTION OF COMMITTEE CHAIR AND VICE CHAIR

2. The election of the Committee Chair and Vice Chair may be selected at the pleasure of the voting Committee members.

#### DISCUSSION ITEMS

#### 3. DRAFT REPORT TO CITY COUNCIL

Last month the Committee approved a "Report Card" format for Fiscal Year 2016/17. The Committee requested that a letter be developed to outline and summarize the work performed by the Committee with respect to the review of 2016/17 and 2017/18 Measure HH revenues and expenditures. A draft version of this letter will be reviewed and discussed at the Committee meeting with the plan to present the Committee's findings to the City Council on February 20, 2018.

**Recommended Action:** Review and discuss.

**4. FUTURE COMMITTEE MEETING TOPICS & DATES**

The following tentative meeting dates are proposed:

Council Meeting	2/20/2018 at 6:00 PM	Committee Report to Council on 2016/17
<b>Committee Meeting</b>	4/19/2018 at 5:00 PM	Fiscal Year 2018/19 Proposed General Fund Budget
Council Meeting	5/1/2018 at 6:00 PM	Fiscal Year 2018/19 Budget Workshop <sup>(1)</sup>
Council Meeting	5/15/2018 at 6:00 PM	Fiscal Year 2018/19 Budget Workshop <sup>(1)</sup>
Council Meeting	6/5/2018 at 6:00 PM	Fiscal Year 2018/19 Budget Adoption

<sup>(1)</sup> It is recommended that Oversight Committee members be present at the City Council budget workshops in May 2018.

**Recommended Action:** Staff recommends that the Oversight Committee discuss the proposed meeting dates.

**PUBLIC COMMENTS**

Anyone wishing to speak on non-agendized items may do so at this time.

**COMMENTS FROM STAFF**

**COMMENTS FROM COMMITTEE MEMBERS**

**ADJOURNMENT**

Adjournment to the next Measure HH Advisory Oversight Committee meeting on April 19, 2018.

MATERIAL(S) RELATED TO AN ITEM ON THIS AGENDA SUBMITTED TO THE MEASURE HH OVERSIGHT COMMITTEE AFTER DISTRIBUTION OF THE AGENDA PACKET IS/ARE AVAILABLE FOR PUBLIC INSPECTION IN THE FINANCE DEPARTMENT AT 10200 SLATER AVENUE, FOUNTAIN VALLEY DURING NORMAL BUSINESS HOURS.





**MINUTES OF THE  
MEASURE HH OVERSIGHT COMMITTEE**

**5:00 p.m.**

**Thursday, January 11, 2018**

**CALL TO ORDER**

5:00 p.m.

**ROLL CALL**

Members Present: Briscoe, Drilling, Jensen, Stone, Taylor, White  
Members Absent: None

**SALUTE TO THE FLAG**

**CONSENT CALENDAR**

**1. APPROVAL OF MINUTES FROM DECEMBER 7, 2017**

**ACTION:** Moved to approve the minutes for the December 7, 2017 meeting.  
**MOTION:** Drilling      **SECOND:** Jensen  
**AYES:** Drilling, Jensen, Stone, Taylor, Briscoe  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**Motion carried: 5-0**

**DISCUSSION ITEMS**

**2. MEASURE HH AUDIT REPORT FOR 2016/17**

Robert Callanan, audit partner for White Nelson Diehl Evans LLP, presented the results of their audit of Measure HH Revenues and Expenditures for the Fiscal Year Ended June 30, 2017. The Committee discussed the audit report and moved to receive and file the item.

**ACTION:** Moved to receive and file.  
**MOTION:** Taylor      **SECOND:** Stone  
**AYES:** Drilling, Jensen, Stone, Taylor, Briscoe  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**Motion carried: 5-0**

**3. 2016/17 & 2017/18 MEASURE HH REVENUES & EXPENDITURES & REPORT CARD FORMAT**

**ACTION:** A motion was made that the Committee accept the two-page

“Report Card” format for Fiscal Year 2016/17 as presented in the agenda packet (which immediately follows the auditor’s report) with one modification to include language that describes the City’s targeted reserve level for Budget Stabilization Reserves, which was \$4.5 million based on the Fund Balance Policy adopted by the City Council on February 18, 2014. A request was also made that a letter be developed to outline and summarize the work performed by the Committee with respect to the review of 2016/17 and 2017/18 Measure HH revenues and expenditures. A draft version of this letter will be reviewed and discussed at the Committee meeting on February 8, 2018 with the plan to present the Committee’s findings to the City Council on February 20, 2018.

**MOTION:** Taylor           **SECOND:** Stone  
**AYES:**       Drilling, Jensen, Stone, Taylor, Briscoe  
**NOES:**       None  
**ABSENT:**     None  
**ABSTAIN:**   None

**Motion carried: 5-0**

**4. FUTURE COMMITTEE MEETING TOPICS & DATES**

The Committee discussed future meeting dates and topics. The next Committee will be on February 8, 2018 consistent with the action taken in connection with item no. 3.

**ACTION:**       No formal action was taken.

**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

Chair Briscoe adjourned the Meeting.

The next meeting of the Measure HH Oversight Committee is February 8, 2018, at City Hall, 10200 Slater Avenue, Fountain Valley.

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John Briscoe, Chair