



## **Southern Marin Fire Protection District**

308 Reed Boulevard  
Mill Valley, California 94941

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# **MEASURE U OVERSIGHT COMMITTEE MEETING**

**Thursday, October 10, 2019**

**6:30 pm**

**Headquarters - Station 9**

## **AGENDA**

### **Call to Order**

### **Open Time for Public Expression:** (limited to 3 minutes per person)

*The Board welcomes public comments on all agenda items.*

### **Agenda Adjustments**

### **Approval of the Minutes:**

➤ September 16, 2019

1. Election of Officers
2. Brown Act follow up
3. Identify Measure U monies in the budget document
4. Select terms for members of the committee

### **Adjourn**



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# Measure U Oversight Committee Meeting

Monday, September 16, 2019

1:00 pm

## Meeting Minutes

**Called to Order:** 1:05 pm

**In Attendance:** Fire Chief Tubbs, Deputy Fire Chief Peterson, Sky Woodruff, Leslie Hail, Jim Burns, David Kessell and Board Secretary Melka. David Orleans was in attendance via phone.

**Absent:** Greg Norby

**Open Time for Public Expression:** none-no one present

**Agenda Adjustments:** none

### 1. Background on the Measure U Oversight Committee

Chief Tubbs introduced this new committee and why staff decided to form a committee to oversee the Measure U funds. These funds are contributing to a long-term expected expenditure and by having representation of the community, together this committee will mitigate spending so that these budget lines don't cross with the general budget. The goal of this committee is to reinforce the public trust by building relationships between the district and community. The District would like to receive feedback to make sure that they are meeting the needs of the community. Improving communication regarding finances is one of the driving forces to creating this committee.

Discussion opened up and Chief Tubbs clarified that the \$1 million from the Measure U tax is separate from the new parcel tax initiative for the joint powers authority (JPA). This committee is in charge of only that Measure U money, and that this committee will feed recommendations to the Board.

### 2. Expectation of the Committee Members

Sky Woodruff, lawyer, gave a presentation on the Brown Act. He highlighted how the committee should conduct themselves while in the meeting, as well as, outside of the meetings. During this presentation there were lots of comments and questions, several of which will have to be re-addressed at the next meeting. Such items that need clarification are whether or not several of the members would need to step down from either this committee or another. Several of the members are in other committees together

discussing similar topics, which has the potential to violate the Brown Act. Strict guidelines will have to be formulated and tabled for next meeting. On the other hand, this Measure U Oversight committee is a retrospective group, focusing on the budget that just occurred rather than the one happening right now. Those other committees, such as the HOA and Firewise, are discussing present and future projects surrounding prevention efforts. The Brown Act states that majority of the committee cannot discuss, hear or deliberate on Measure U.

The bylaws are not set in stone, the members are welcomed to reflect and make adjustments accordingly. This committee will meet during budget prep time to discuss and provide feedback to ensure that the money is being spent in consistence with the ordinance. Since work schedules vary, those meetings will be held in the evenings, after 6:30 pm, and on the third Wednesday of a month.

The first meeting will be the auditor report meeting, that will have the expected revenue. Feedback from the committee members will let the staff know whether or not the money is being spent as it should be. The second meeting will be budget oriented. This meeting provides input on how the Measure U money is being spent, and if it is consistent with the goal.

3. The Budget and Audit

Deputy Chief Peterson and Finance Manager Schiffmann went over the auditor's report together with the committee members. There are some concerns about the expense lines for the Measure U budget blending in with the regular budget. Finance Manager Schiffmann responded to add that the \$1M for prevention of wildfires is laid out in a clear manner, whereas the \$2M is not as easily broken-down in the budget. How that \$2M (part of the Measure U tax) is being sorted is by taking 10% funded that was already budgeted. One of the main focuses of these meetings will be to find a way to communicate and express the Measure U expenses in the budget.

**Adjournment:** 3:33 pm