



# Agenda

## BUDGET REVIEW COMMITTEE

MONDAY, MAY 15, 2017, 6:00 P.M.

### Budget Review Committee Meeting

San Marcos Room  
1 Civic Center Drive  
San Marcos, CA 92069

**Americans with Disabilities Act:** If you need special assistance to participate in this meeting, please contact the Finance Department at (760) 744-1050, ext. 3126. Notification 48 hours in advance will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Assisted listening devices are available for the hearing impaired. Please see the City Clerk if you wish to use this device.

**Agendas:** Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the Finance Department located on the second floor of City Hall, 1 Civic Center Drive, San Marcos, during normal business hours or online at [www.san-marcos.net](http://www.san-marcos.net).

Agenda-related writings or documents provided to a majority of the Committee after distribution of the agenda packet will be available for public inspection at the time of distribution in the Finance Department located on the second floor of City Hall, 1 Civic Center Drive, San Marcos, CA, during normal business hours.

ITEM	DESCRIPTION	STAFF RECOMMENDATION
1.	ORAL COMMUNICATIONS: According to City policy, fifteen minutes has been established during this portion of the Agenda to allow citizens to speak on any matter NOT listed. Speakers are limited to five minutes. The Budget Review Committee is prohibited by state law to take action on items NOT listed on the Agenda.	
2.	Minutes Approval – May 1, 2017	Approve
3.	Discussion and Review of City Budgets for FY 17/18	Review and Discuss
4.	Miscellaneous Items for the Good of the Order	
5.	Budget Review Committee Members Comments	
6.	Adjournment	

#### AFFIDAVIT OF POSTING

STATE OF CALIFORNIA )  
COUNTY OF SAN DIEGO ) ss.  
CITY OF SAN MARCOS )

I, Julia Covert, Secretary for the Finance Department of the City of San Marcos, hereby certify that I caused the posting of this agenda in the glass display case at the north entrance of City Hall.

DATED: May 3, 2017

A handwritten signature in blue ink that reads "Julia Covert".  
Julia Covert, Secretary/Finance



# MINUTES

## Regular Meeting of the Budget Review Committee

**MONDAY, MAY 1, 2017**

Valley of Discovery Room

1 Civic Center Drive, San Marcos, CA 92069

**CALL TO ORDER:** Glen Winn called the Budget Review Committee Meeting to order at 5:10 p.m.

**ROLL CALL:**

PRESENT: COMMITTEE MEMBERS: CARROLL, KNOWLTON, MARTINEZ,  
ROOP, WINN

ABSENT: COMMITTEE MEMBERS: ZAHL

**ALSO PRESENT:** Finance Director ROCHA, City Manager GRIFFIN, Budget and Revenue Officer STUTLER, Accounting Manager TANG, Administrative Services Manager GORDON, Communications Officer MACDONALD, Public Works Director/Deputy City Manager, LITTLE, Public Works Manager FOWLER, City Clerk SCOLICK, Fire Chief VAN WEY, Senior Management Analyst TODD, Fire Captain WEAVER, Development Services Director LYNCH, Senior Management Analyst HERZOG, Human Resources/Risk Director MILLER, Senior Management Analyst FRICKEY, Community Services Director MARTIN, Economic Development Manager RADMILL, Information Technology Manager O'BRIEN, Network Analyst TAITANO, and Recording Secretary COVERT.

**ORAL COMMUNICATIONS**

- 1) There were no oral communications to report.

**CONSENT CALENDAR**

- 1) **APPROVAL OF MINUTES.** Budget Review Committee Meeting 4/17/17 – Approved as presented.

**NEW BUSINESS**

- 1) **NO NEW BUSINESS.**



## REPORTS

- 1) **CITY DEPARTMENT PRESENTATIONS** – Department/Division Directors each presented a 2016-17 Budget Review; a 2017-18 Budget Overview; and highlighted their key changes/requests for FY 2017-18. (See attached presentation.) A question and answer period followed each presentation.

The presentations were provided for informational purposes, with no action taken.

## MISCELLANEOUS ITEMS FOR THE GOOD OF THE ORDER

The Committee set meeting dates for the remainder of the Month, with the next Budget Review Committee Meeting scheduled on Monday, May 15, 2017, at 6:00 PM.

The BRC presentation to Council will take place at the City Council Meeting on June 13, 2017.

## COMMITTEE COMMENTARY

Budget Review Committee members thanked staff for all the work that went into their presentations.

**ADJOURNMENT:** Member WINN adjourned the meeting at 7:00 p.m.

---

GLEN WINN  
Acting Chairperson

ATTEST:

---

JULIA COVERT, RECORDING SECRETARY  
CITY OF SAN MARCOS