

## AGENDA

### Meeting of the San Marcos Budget Review Committee

**Meeting Date:** March 17, 2025 | **Meeting Time:** 6:00 PM

**Location:** San Marcos Room, 1 Civic Center Drive, San Marcos CA 92069

**Public Comment:** To submit a public comment at the Budget Review Committee meeting, please email [DApar@san-marcos.net](mailto:DApar@san-marcos.net) and write "Public Comment – Budget Review Committee" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. Email comments on matters not on the agenda must be submitted prior to the time the Chair calls the Oral Communications item. Email comments on any agenda item must be submitted prior to the time the Chair closes public comments on the agenda item. Please be advised that all emailed comments are subject to the same rules as would otherwise apply to speaker comments at any Budget Review Committee meeting, and that electronic comments on agenda items for this meeting may only be submitted by email. Comments via text message and/or social media (Facebook, Twitter, Instagram, etc.), will not be accepted.

The Budget Review Committee Secretary will read all email comments, provided that the reading will not exceed three (3) minutes, or such other time as the Commissioners may provide, consistent with its ability to set time parameters for public comment at a Budget Review Committee meeting. If persons submitting comments do not want their comment to be read out loud at the meeting (not to exceed three minutes), they should note "Do Not Read Out Loud at Meeting" at the top of the email. All emailed comments received by 10:00 a.m. will be provided to the Budget Review Committee members and included as "Supplemental Information" on the City's website prior to the meeting. Those comments received after 10:00 a.m. and prior to close of public comment on the applicable agenda item will be added to the record and will be shared with the Budget Review Committee members at the meeting.

**Americans with Disabilities Act:** If you need special assistance to participate in this meeting, please contact the City Clerk Department at (760) 744-1050, ext. 3105. 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 Information Desk counter located on the first 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 at the Information Desk counter located on the first floor of City Hall, 1 Civic Center Drive, San Marcos, CA, during normal business hours.

**1. CALL TO ORDER - 6:00 P.M.**

**2. ROLL CALL**

**3. ORAL COMMUNICATIONS**

Persons wishing to speak on a matter not on the agenda may be heard at this time; however, no action will be taken until placed on a future agenda.

**4. APPROVAL OF MINUTES**

February 26, 2025

**5. OLD BUSINESS**

a. None

**6. NEW BUSINESS**

a. None

**7. REPORTS AND INFORMATION ITEMS**

a. FY 2025-26 budget progress update.

**8. BUDGET REVIEW COMMITTEE COMMENTARY**

**9. ADJOURNMENT**

**AFFIDAVIT OF POSTING**

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

I, Jessany Avila, Secretary, San Marcos Budget Review Committee, hereby certify that I caused the posting on March 12, 2025 of this agenda in the glass display case at the north entrance of City Hall.

DATED: March 12, 2025



Jessany Avila,  
Budget Review Committee Secretary

# MINUTES

## Meeting of the San Marcos Budget Review Committee

**Meeting Date: WEDNESDAY, FEBRUARY 26, 2025 | Meeting Time: 6:00 PM**

**Location: San Marcos Room, 1 Civic Center Drive, San Marcos, CA 92069**

1. **CALL TO ORDER:** Vice Chair Kathleen Smith called the Budget Review Committee Meeting to order at 6:05 PM.

2. **STAFF INTRODUCTIONS:** Staff introductions were made.

3. **ROLL CALL:**

PRESENT: FREEMAN, GARCIA, HARRIS-MALONE, KNOWLTON, ROMAN, SMITH, NEUHAUSER

ABSENT: BARLOW

**ALSO PRESENT:** City Manager, Michelle Bender; Finance Director, Donna Apar; Budget & Analysis Manager, Janet Brotherton; Office Specialist, Jessany Avila.

4. **SELECTION OF NEW CHAIR AND VICE CHAIR**

Motion made by James Knowlton to nominate: Salvador Roman

Seconded by: Jim Garcia. Vote: 7-0

New Chair: Salvador Roman

AYES: FREEMAN, GARCIA, HARRIS-MALONE, KNOWLTON, ROMAN, SMITH, NEUHAUSER

NOES: None

ABSTAINS: None

**New Chair takes over.**

Motion made by Chris Freeman to nominate: Joanne Harris-Malone  
Seconded by: James Knowlton. Vote: 7-0  
New Vice Chair: Joanne Harris-Malone  
AYES: FREEMAN, GARCIA, HARRIS-MALONE, KNOWLTON, ROMAN, SMITH,  
NEUHAUSER  
NOES: None  
ABSTAINS: None

**5. APPROVAL OF MINUTES: MAY 29, 2024**

Joanne Harris-Malone made a motion to accept the minutes as written. James Knowlton seconds the motion. Motion carries.

AYES: FREEMAN, GARCIA, HARRIS-MALONE, KNOWLTON, ROMAN, SMITH,  
NEUHAUSER  
NOES: None  
ABSTAINS: None

**6. OLD BUSINESS**

a. None

**7. NEW BUSINESS**

a. None

**8. REPORTS AND INFORMATION ITEMS**



**City of San Marcos**  
1 Civic Center Drive  
San Marcos, CA 92069

- a. FY 2024-2025 Mid-year budget overview and FY 2025-2026 Budget Overview.

**9. BUDGET REVIEW COMMITTEE COMMENTARY**

- a. None

**10. ORAL COMMUNICATIONS**

- a. None

**11. ADJOURNMENT:** Chair Salvador Roman adjourned the meeting at 7:12 PM.

ATTEST:

Jessany Avila, Secretary  
Budget Review Committee

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Salvador Roman, Chair  
Budget Review Committee