

**STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**  
**FROM: ROBERT PERRAULT, CITY MANAGER**  
**SUBJECT: APPOINTMENTS TO THE CITIZEN OVERSIGHT COMMITTEE –  
STREET BONDS (MEASURE K-14)**

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**BACKGROUND**

On November 4, 2014 City voters approved Measure K-14, the Grover Beach Street Rehabilitation; Safety Improvement Bond Measure. In approving the measure, the City was authorized to issue up to \$48 million in bonds to fund street rehabilitation and repair. In addition to the authorization to issue bonds, the measure also requires the appointment of an independent audit/citizen oversight committee. On May 4, 2015, the Council determined the following guidelines and procedures for appointments to this citizen committee:


- a) The Committee shall consist of three (3) members;
- b) The City's current application and appointment process to appoint/fill other Commission and Committee vacancies shall be used;
- c) Committee terms shall consist of four (4) years;
- d) Committee Members shall be residents and registered voters of the City;
- e) Committee Members are to meet at least semi-annually and all meetings shall be subject to the Brown Act;
- f) The Committee shall review the expenditure reports relative to the activities funded with the bond proceeds to ensure that expenditures are made as specified in the voter-approved measure for street rehabilitation and repair; and
- g) The Committee shall make a report to the Council at least annually with the findings related to its review.

**DISCUSSION**

Staff advertised the vacancies with press releases in the local newspapers and notices on the City's website and government cable access Channel 20. In response, the City received three applications. The third application was just received in December. After consulting the Mayor, staff scheduled this item for Council consideration whether to appoint the three applicants to the Citizen Oversight Committee or wait for more applicants, thus providing a choice to the Council. If Council decides to appoint, the selection would be done without conducting the Advisory Body Screening Committee interview process (comprised of the Mayor, a Council Member selected

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**APPROVED FOR FORWARDING**

  
\_\_\_\_\_  
**ROBERT PERRAULT**  
**CITY MANAGER**

**Please Review for the Possibility of a  
Potential Conflict of Interest:**

- |  |                                  |
|--|----------------------------------|
| <input checked="" type="checkbox"/> None Identified by Staff | <input type="checkbox"/> Bright  |
| <input type="checkbox"/> Shoals                              | <input type="checkbox"/> Nicolls |
| <input type="checkbox"/> Lee                                 | <input type="checkbox"/> Shah    |

Meeting Date: January 4, 2016

Agenda Item No. 7

by random drawing, and the Chair of the Committee). All three applicants were notified that the Council was scheduled to consider making the official appointments to the citizen committee at this meeting. Each applicant confirmed his/her willingness to serve, availability to attend the Council meeting and, if appointed, to be formally introduced to the City Council, staff, and the community.

### **ALTERNATIVES**

The Council has the following alternatives to consider:

1. Appoint the three applicants to serve on the Citizen Oversight Committee for the four-year terms of office, and adopt the Resolution confirming the three appointments;
2. Select the applicant(s) to serve on the Citizen Oversight Committee (if less than the three who applied), amend the Resolution accordingly, adopt the Resolution confirming the appointment(s), and provide direction for staff to continue the recruitment process for applicants to be considered for the remaining vacancy(ies);
3. Make no appointment at this time and provide direction for staff to continue advertising the vacancies on the Citizen Oversight Committee – Street Bonds (Measure K-14); or
4. Provide alternative direction to staff.

### **RECOMMENDED ACTION**

It is recommended that the Council: 1) appoint the three applicants (Anne Holden, Paula Tripp, and Terry Wingate) to serve on the Citizen Oversight Committee – Street Bonds (Measure K-14) for four-year terms of office; 2) adopt the Resolution confirming the three appointments; and 3) upon appointment introduce the newly appointed Committee Members to the City Council and the audience.

### **FISCAL IMPACT**

There will be some fiscal impact related to providing staff support for the Committee, but the actual level of support required has not been determined.

### **PUBLIC NOTIFICATION**

The agenda was posted in accordance with the Brown Act. A copy of this staff report and the meeting agenda were provided to all three applicants.

### **Attachments**

1. Draft Resolution
2. Applications (redacted copies posted to City website)

RESOLUTION NO. 16-\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVER BEACH, CALIFORNIA, APPOINTING ANNE HOLDEN, PAULA TRIPP, AND TERRY WINGATE TO SERVE ON THE CITIZEN OVERSIGHT COMMITTEE – STREET BONDS (MEASURE K-14)

WHEREAS, the Citizen Oversight Committee is an advisory committee comprised of three (3) members whose task is to review an annual report prepared by the City summarizing expenditures relative to the activities funded with the bond proceeds to ensure that expenditures are made as specified in the voter-approved measure for street rehabilitation and repair; and

WHEREAS, the City Council has requested that the Committee meet at least semi-annually, which is more often than the minimum requirement of once per year, in order to have an opportunity to review the ongoing expenditures; and

WHEREAS, the Committee is required to submit an annual report to the City Council regarding the Committee’s findings as to those expenditures; and

WHEREAS, the City actively solicited potential candidates for appointment to the Citizen Oversight Committee; and

WHEREAS, the City received three (3) applications to fill three (3) vacant seats, which were presented to the City Council for consideration of appointment.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Grover Beach hereby appoints **Anne Holden, Paula Tripp, and Terry Wingate** to serve on the Citizen Oversight Committee – Street Bonds (Measure K-14) for the four-year Committee terms of office, scheduled to expire on January 4, 2020.

Upon motion by \_\_\_\_\_, seconded by \_\_\_\_\_, and on the following roll call vote, to wit:

- AYES: Council Members
- NOES: Council Members
- ABSENT: Council Members.
- ABSTAIN: Council Members

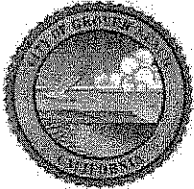
the foregoing Resolution was **PASSED, APPROVED, AND ADOPTED** at the Regular Meeting of the City Council of the City of Grover Beach, California, this 4<sup>th</sup> day of January, 2016.

\_\_\_\_\_  
JOHN P. SHOULS, MAYOR

**DRAFT**

ATTEST:

\_\_\_\_\_  
DONNA L. McMAHON, CITY CLERK



# City of Grover Beach

## APPLICATION FOR APPOINTMENT TO SERVE ON A CITY COMMISSION, COMMITTEE OR BOARD

City of Grover Beach

This application will remain active and on file for one (1) year.

This is a **public record** open for inspection and reproduction.

SEP -1 2015

I wish to be considered for appointment to the following Commission, Committee or Board

(Check only one. Submit a separate application if you are interested in more than one.)

- Planning Commission     Parks, Recreation and Beautification Commission  
 Traffic Committee         Citizen Oversight Committee: Half-Percent Sales Tax (Measure X-06)  
 Citizen Oversight Committee: Street Bonds (Measure K-14)

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Name: Anne B. Holden Date: 8-22-15  
 (Please print)

Home Address: [REDACTED] GB

Mailing Address: same  
 (If different from home address)

Occupation/Employer: Retired

Home Phone: [REDACTED] Work Phone: —

Fax: \_\_\_\_\_ E-mail: [REDACTED]

May we contact you at work?  Yes  No    Years lived in Grover Beach: 2 yrs

Are you a registered voter of Grover Beach?  Yes  No

Are you related or married to any elected or appointed City official or employee?  Yes  No

If yes, name of relative and their position with the City of Grover Beach: \_\_\_\_\_

### Community Service Experience:

| Organization                             | Dates Served          | Position                   |
|--|-----------------------|----------------------------|
| Scroptimist Int'l of SLO                 | 1980 - current        | President - current        |
| Mendocino Cty Clerk's office - Elections | 1988 - 90 @ elections | Poll worker -<br>Inspector |
|  |                       |                            |

### Employment History (if applicable):

| Company           | Dates Served | Position                  |
|-------------------|--------------|---------------------------|
| Mendocino Cty     | 1998 - 2005  | Asst. Registrar of Voters |
| Pardini Appliance | 2005 - 2013  | Office Mgr.               |
|                   |              |                           |

Other relevant experience, education, or training: Helped prepare and manage budgets at Mendocino County.

What is your understanding of the role and responsibility of the Commission, Committee or Board you are interested in serving on?

Reviewing financial reports to make sure City is spending money on street repair & replacement. Assist in preparing reports to City Council.

Reasons you are interested in serving on this Commission, Committee or Board:

Concerned citizen and tax payer in Grover Beach.

You may attach additional pages or information that may be beneficial to the Advisory Body Screening Committee, City Council, and/or City official(s) when considering your application.

Please be advised that this application may be discussed by the City Council at an open meeting. Information provided to the City Council at open meetings is copied to the news media.

Have you ever attended a meeting of this Commission, Committee, or Board?  Yes  No

If yes, how many in the last year? \_\_\_\_\_ Why did you attend? \_\_\_\_\_

Financial Disclosure: In compliance with state law and the City's Conflict of Interest Code, certain City Commissions, Committees or Boards are required to file a Statement of Economic Interests (Form 700) upon appointment, annually thereafter, and upon leaving office. The Form 700 is a **public document** regarding personal and business information including sources of income, loans, investments, and interests in real property.

Signature: \_\_\_\_\_

*Your interest in serving the City of Grover Beach is sincerely appreciated!*

Please submit completed application to: Office of the City Clerk  
154 South 8<sup>th</sup> Street  
Grover Beach, CA 93433

**For Office Use Only**

Interview Date: \_\_\_\_\_ Appointed: \_\_\_\_\_  Yes  No

Re-interview Date(s): \_\_\_\_\_

Appointment is for:  Unexpired Term Ending \_\_\_\_\_  Full Term Ending \_\_\_\_\_



# City of Grover Beach

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DEC 14 2015  
CITY OF GROVER BEACH

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(Check only one. Submit a separate application if you are interested in more than one.)

Planning Commission     Parks, Recreation and Beautification Commission  
 Traffic Committee         Citizen Oversight Committee: Half-Percent Sales Tax (Measure X-06)  
 Citizen Oversight Committee: Street Bonds (Measure K-14)

Name: Paula Tripp Date: 12-11-2015  
(Please print)

Home Address: [Redacted] Grover Beach

Mailing Address: \_\_\_\_\_  
(If different from home address)

Occupation/Employer: Retired

Home Phone: [Redacted] Work Phone: -

Fax: [Redacted] E-mail: [Redacted]

May we contact you at work?  Yes  No    Years lived in Grover Beach: 18

Are you a registered voter of Grover Beach?  Yes  No

Are you related or married to any elected or appointed City official or employee?  Yes  No

If yes, name of relative and their position with the City of Grover Beach: \_\_\_\_\_

### Community Service Experience:

| Organization          | Dates Served   | Position                |
|-----------------------|----------------|-------------------------|
| WomentHeart           | 2001 - present | Community educator      |
| American Red Cross    | 1990 - 2009    | instructor CPR, 1st Aid |
| Arroyo Grande Library | 2006 - present | book sale               |
| St. Patrick's Church  | 2014 - present | food basket sorter      |

### Employment History (If applicable):

| Company | Dates Served | Position            |
|---------|--------------|---------------------|
| CAPSLO  | 1990 - 2009  | Head Start Director |
|         |              |                     |
|         |              |                     |
|         |              |                     |

Other relevant experience, education, or training: While employed as  
Head Street Director, I was responsible for a  
\$2 million budget.

What is your understanding of the role and responsibility of the Commission, Committee or Board you are interested in serving on?

Oversee the expenditures on the road tax to ensure  
the spending is correct and report to City Council.

Reasons you are interested in serving on this Commission, Committee or Board:

Since living in Grover Beach, I have been very interested  
in repairing all the residential roads and would like  
to ensure tax dollars are being properly spent.

You may attach additional pages or information that may be beneficial to the Advisory Body Screening Committee, City Council, and/or City official(s) when considering your application.

Please be advised that this application may be discussed by the City Council at an open meeting. Information provided to the City Council at open meetings is copied to the news media.

Have you ever attended a meeting of this Commission, Committee, or Board?  Yes  No

If yes, how many in the last year? 3 Why did you attend? Interested in the roads project

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Signature: 

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OCT 23 2015

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- Planning Commission
- Parks, Recreation and Beautification Commission
- Traffic Committee
- Citizen Oversight Committee: Half-Percent Sales Tax (Measure X-06)
- Citizen Oversight Committee: Street Bonds (Measure K-14)

Name: Terry L Wingate Date: 10/18/2015  
*(Please print)*

Home Address: [REDACTED] Grover Beach, CA 93433

Mailing Address: \_\_\_\_\_  
*(If different from home address)*

Occupation/Employer: Revenue Officer - US Treasury - IRS

Home Phone: [REDACTED] Work Phone: [REDACTED]

Fax: \_\_\_\_\_ E-mail: [REDACTED]

May we contact you at work?  Yes  No Years lived in Grover Beach: 20

Are you a registered voter of Grover Beach?  Yes  No

Are you related or married to any elected or appointed City official or employee?  Yes  No

If yes, name of relative and their position with the City of Grover Beach: \_\_\_\_\_

### Community Service Experience:

| Organization | Dates Served | Position           |
|--------------|--------------|--------------------|
| AARP         | 2008-2014    | Tax Aide/Counselor |
|              |              |                    |
|              |              |                    |
|              |              |                    |

### Employment History (if applicable):

| Company | Dates Served | Position |
|---------|--------------|----------|
|         |              |          |
|         |              |          |
|         |              |          |
|         |              |          |



Other relevant experience, education, or training: Accounting major

My current job requires the ability to review, analyze, and  
write concise narratives.

**What is your understanding of the role and responsibility of the Commission, Committee or Board you are interested in serving on?**

Review expenditure reports to verify that they conform to the  
specifications of the bond measure K-14. Then help write an  
annual report to the City Council, regarding the review.

**Reasons you are interested in serving on this Commission, Committee or Board:**

I plan on retiring soon and wanted to start volunteering in a  
number of areas.

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