



RESIDENT OVERSIGHT COMMISSION

Minutes

City of Barstow Council Chambers
220 East Mountain View Street, Barstow, CA 92311
(Public comments conducted via teleconference due to the COVID1-19 crisis)

April 22, 2021
5:00 p.m.

1. Call to Order

Commissioner Johnson called the meeting of the Resident Oversight Commission (ROC) to order at 5:00 p.m.

2. Pledge of Allegiance

Commissioner Johnson led the pledge of allegiance.

3. Roll Call

Attendee Name	Title	Status	Arrived
Kimberly Johnson	Chairperson	Present	
Peggi Fries	Vice-Chairperson	Present	
Bonnie Eason	Commissioner	Present	
Mark Barnes	Commissioner	Present	
Ryan Neal	Commissioner	Absent	

4. Introductions

Introductions were made by all attendees present.

5. Installation of Newly Appointed Commissioners

Elected City Clerk Andrea Flores administered the oath to the following Commissioners:

- Peggi Fries, District 1
- Bonnie Eason, District 3
- Mark Barnes, District 4

6. Selection of Chairperson and Vice-Chairperson

Kimberly Johnson, Chairperson

RESULT: APPROVED [4-0-1-0]
MOVER: Peggi Fries, Vice-Chairperson
SECONDER: Marc Barnes, Commissioner
AYES: Barnes, Eason, Fries, Johnson
ABSENT/VACANT: One

Peggie Fries, Vice-Chairperson

RESULT: APPROVED [4-0-1-0]
MOVER: Bonnie Eason, Commissioner
SECONDER: Kimberly Johnson, Chairperson
AYES: Barnes, Eason, Fries, Johnson
ABSENT/VACANT: One

7. Approval of Agenda

RESULT: APPROVED [4-0-1-0]
MOVER: Kimberly Johnson, Chairperson
SECONDER: Mark Barnes, Commissioner
AYES: Barnes, Eason, Fries, Johnson
ABSENT/VACANT: One

8. Approval of Minutes

a. Regular Meeting – September 30, 2020

RESULT: APPROVED [4-0-1-0]
MOVER: Bonnie Eason, Commissioner
SECONDER: Kimberly Johnson, Chairperson
AYES: Barnes, Eason, Fries, Johnson
ABSENT/VACANT: One

9. Ongoing Business

a. None

10. New Business

a. Public Safety Update

Captain Andrew Espinoza provided an update and overview on the Barstow Police Department particularly personnel and equipment that were funded by Measure Q.

Discussion ensued about staffing, recruitment, overtime, transportation officer, etc.

b. Fire Department Update

Assistant Fire Chief Sid Hultquist provided an update and overview on the Barstow Fire Protection District along with personnel and equipment that were funded by Measure Q.

Discussion ensued about recruitment and retention.

c. Parks and Recreation Update

Parks and Recreation Superintendent Kyle Wooley provided an update on parks and recreation projects and services funded by Measure Q including a pool cover, shade structures. He stated that a lot of activities were cancelled and put on hold as a result of the COVID-19 crisis. He also mentioned programs would be resuming as COVID-19 restrictions are lifted.

d. Fiscal Year 2020 Agreed Upon Procedures Report

Interim Finance Director Mary Stapp presented the Fiscal Year 2020 Audited Expenditures Chart. She stated the Fiscal Year 2020 audit was completed in December 2020.

Chairperson Johnson asked how the carryover funds are presented to the public.

Administrative Services Manager Heidi Riley stated that carryover funds are presented to the City Council.

Interim Finance Director Marc Puckett discussed the Fiscal Year 2020 Audit and test procedures that are performed in order to determine and form an opinion on the correctness and completeness of the City's financial statements. He also noted that the City's financial statements have always received a clean opinion.

e. Financial Report – Fiscal Year 2020-2021 – 1st and 2nd Quarters

Interim Finance Director Mary Stapp presented the Fiscal Year 2020-2021 – 1st and 2nd Quarter Financial Report.

Vice-Chairperson Fries asked how often sales tax is remitted and why the Measure Q balance presented in the Treasurer's Report is always approximately \$3 million.

Interim Finance Director Mary Stapp stated the cash balance generally remains the same because revenues and expenditures are usually received and spent equally.

Vice-Chairperson Fries asked what the impact to the Measure Q budget was as a result of COVID.

Interim Finance Director Mary Stapp stated that revenues and expenditures were budgeted conservatively. She also stated that Measure Q revenues are anticipated to be on budget.

Interim Finance Director Marc Puckett explained how the City works with a sales tax consultant to analyze sales tax and the impacts of COVID-19.

Administrative Services Manager Heidi Riley stated that staff can provide Measure Q financial information prior to COVID.

Vice-Chairperson Fries asked what happens with the Parks and Recreation funds that have not been spent due to COVID.

Interim Finance Director Mary Stapp stated the funds are still available and in fund balance.

Commissioner Eason asked what the other expenditure requests are for Measure Q aside from Public Safety.

Interim Finance Director Mary Stapp stated that a two-year biennial budget was adopted, but staff will be analyzing revenues and expenditures, reevaluate and make adjustments.

Chairperson Johnson asked about having a Measure Q workshop which was discussed at the September 30, 2020 meeting.

Interim Finance Director Mary Stapp stated that a workshop could be conducted.

Discussion ensued regarding the overtime budgets for public safety personnel.

Fiscal Year 2020-2021 – 1st Quarter

RESULT: APPROVED [4-0-1-0]
MOVER: Bonnie Eason, Commissioner
SECONDER: Peggi Fries, Vice-Chairperson
AYES: Barnes, Eason, Fries, Johnson
ABSENT/VACANT: One

Fiscal Year 2020-2021 – 2nd Quarter

RESULT: APPROVED [4-0-1-0]
MOVER: Bonnie Eason, Commissioner
SECONDER: Mark Barnes, Commissioner
AYES: Barnes, Eason, Fries, Johnson
ABSENT/VACANT: One

11. Commissioner Comments

Commissioner Eason had no comments.

Commissioner Barnes had no comments.

Vice-Chairperson Fries had no comments.

Chairperson Johnson welcomed everyone. Asked the Commission to be mindful when speaking to the public about Measure Q. Encouraged the Commission to ask questions of Finance staff.

12. Staff Comments

Administrative Services Manager Heidy Riley welcomed the Commission.

Interim Finance Director Mary Stapp welcomed the Commission and stated it has been a pleasure working for the City of Barstow.

Interim Finance Director Marc Puckett welcomed the Commission and stated he looks forward to working with them.

City Clerk Services Manager Christina Rudsell welcomed the Commission and stated she looks forward to working with them.

13. Public Comment

Council Member Marilyn Dyer Kruse discussed the remittance cycle from the State on sales tax revenue. Also discussed the \$450,000 fire expenditure due to recent wildfires and the \$200,000 strike team reimbursements. Thanked the Commission for their service.

Leonard Williams asked if the financial report included a monthly breakdown of sales tax revenue.

Administrative Services Manager Heidy Riley stated that staff can provided a breakdown.

Mayor Paul Anthony Courtney welcomed the Commission and encouraged them to review the handbook and visit the Measure Q webpage.

14. Suggested Items for the Next Agenda

- a. Financial Report – Fiscal Year 2020-2021 – 3rd Quarter
- b. Revenue and Expenditure Comparison pre and post-COVID.

11. Next Meeting Date

TBD

12. Adjourn

By consensus of the ROC, the meeting adjourned at 8:16 p.m.

Respectfully Submitted:



Christina Rudsell
City Clerk Services Manager

5 Aug 2021
Date

Approved:



Kimberly Johnson
Chairperson

5 Aug 2021
Date