



Written materials relating to an item on this agenda that are distributed to the Committee 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the 251 South "A" Street and the City Manager's Office, 300 West Third Street during customary business hours.

AGENDA

Measure O Citizen Oversight Committee
Regular Meeting
Oxnard Public Library, Meeting Room B
251 South A Street
Oxnard, CA 93030

August 23, 2012
5:30 p.m.

- A. Roll Call/Posting of the Agenda
- B. Public Comments

At this time, the Committee will consider public comments for a maximum of fifteen minutes. A person may address the Committee only on matters not appearing on the agenda and within the subject matter jurisdiction of the Committee. The presiding officer shall limit public comments to three minutes per person.

- C. Approval of Minutes

- 1. SUBJECT: Approval of the minutes of February 23, 2012.
RECOMMENDATION: Approve.

- D. Presentations:

- 1. Update on City Council approved Measure O Funding/Prior Year Financials.
 - 2. Update on Measure O Streets and Alleyway Repair Projects; Presentation of Completed/Current/Future Streets and Alleyway Projects.

- E. City Manager/Finance Staff Comments

- F. Future Agenda Items

- G. Adjournment to Thursday, January 24, 2013 at 5:30 p.m.

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the Luly Lopez, City Manager's Office at 385-8017. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

MINUTES

Measure O Citizen Oversight Committee Special Meeting February 23, 2012

A. Roll Call

At 5:30 p.m., the special meeting of the Measure O Citizen Oversight Committee convened in the Oxnard City Council Chambers. Commissioners Kimberley A. Gibas, Nancy Lindholm; Joseph M. Munoz, Gloria M. Postel; Steve Cripps; and Dr. Donald W. Thibeault were present. Commissioner Kenisha Amar and Chairman Charles Hookstra were absent. The Recording Secretary stated that the agenda was posted on Monday. Vice Chairman Gibas presided and called the meeting to order. Staff members present were: Grace Magistrale Hoffman, Deputy City Manager; Martin R. Erickson, Special Assistant to the City Manager; Jim Cameron, Chief Financial Officer; Jason Samonte, Traffic Engineer; Christina Aerenlund, Public Information Officer and Luly López, Recording Secretary.

The Special Assistant to the City Manager welcomed and thanked the Committee members.

B. Public Comments

Larry Stein stated his opinion regarding appropriation of funds for street resurfacing and fire station; potential funding for public swimming pool, code compliance officers and senior programs.

Al Delorey stated his opinion regarding installation of speed humps and the need to resurface the streets.

Steve Nash stated his opinion that Measure O funds should not be used to increase general funds revenues.

Bert Perello stated his opinion regarding broadcasting of meetings.

Jean Joneson stated her opinion regarding speed humps, conditions of streets, and broadcasting of meeting.

C. Approval of Minutes

1. SUBJECT: Approval of the minutes of October 6, 2011.

RECOMMENDATION: Approve.

ACTION: Commissioner Thibeault moved approval as recommended.

Commissioner Lindholm seconded, and the motion was unanimously carried.

D. Presentation on:

1. SUBJECT: Establishment of Future Regular Meetings Dates
RECOMMENDATION: That the Commission meet on the 4th Thursday in January and August.
DISCUSSION: The Special Assistant to the City Manager stated the need to have a regular meeting schedule and suggested meeting on the fourth Thursday in January and August. The meetings will take place at the Oxnard Public Library, Meeting Room B at 5:30 p.m.
ACTION: Commissioner Thibeault moved approval as recommended. Commissioner Cripps seconded, and the motion was unanimously carried.

2. SUBJECT: Submittal of Measure O Financial Audit.
DISCUSSION: The Chief Financial Officer gave a brief update on the financial audit prepared by Mayer Hoffman McCann who is the City auditor. Mayer Hoffman McCann's role is to review the financial statements and accounts prepared by City staff according to accounting standard. They are evaluating information that is included in the Annual CAFR.

Bert Perello stated his concern regarding the balance sheet.

The Chief Financial Officer stated that the balance sheet and financial information are located in the City's CAFRA which is available on-line.

ACTION: Commissioner Lindholm moved approval as presented. Commissioner Postel seconded, and the motion was unanimously carried.

3. SUBJECT: Review of Measure O Community Report Update.
DISCUSSION: The Special Assistant to the City Manager reviewed the draft community report which provides an overview of how Measure O funds have been spent and/or allocated. The community report will also be available on-line.

Steve Nash commented on the allocation of \$1 million to Grow America and questioned how the funds would be repaid.

Larry Stein commented on appropriation of funds for asphalt not spent, the need for more code compliance officers, senior programs and the need to have libraries open on Fridays.

Bert Perello commented on the need for senior programs and expressed concern regarding Grow America.

ACTION: The Commission suggested that staff consider using others photos, and highlight ongoing programs in the community report.

4. SUBJECT: Update on Measure O Intelligent Traffic Solutions (ITS) Project.
DISCUSSION: The Traffic Engineer reviewed the Intelligent Traffic System, timeline to implement this project and stated that improved traffic movement and traffic signal synchronization at City intersections through the use of closed circuit cameras.

Chuck Bauman commented on the need for improved signal timing at Oxnard Boulevard, Gonzales Road, and Rose Avenue.

Tom Cady stated his support for the Intelligent Traffic Solutions and the need to bond money for major streets projects.

Pat Brown commented on the need for improved traffic signal timing at major intersections.

Larry Stein commented on the impacts trains will have on Intelligent Traffic Solutions.

ACTION: The Commission received the repor.

E. City Manager/Finance Staff Comments

F. Future Agenda Items

G. Adjournment

At 6:59 p.m., the Measure O Citizen Oversight Committee concurred to adjourn the meeting to August 23, 2012 at 5:30 p.m.

Luly A. López
Recording Secretary

Kimberley A. Gibas
Vice Chairman

ACTION	TYPE OF ITEM
☐ Approved Recommendation	☐ Info/Consent
☐ Ord. No(s). _____	☐ Report
☐ Res. No(s). _____	☐ Public Hearing (Info/consent)
☐ Other _____	☒ Other <u>Appointment Item</u>

Prepared By: Martin R. Erickson, Special Assistant to the City Manager Agenda Item No. Q-1

Reviewed By: City Manager [Signature] City Attorney [Signature] Finance [Signature] Other (Specify) _____

DATE: May 9, 2012

TO: City Council

FROM: Karen R. Burnham
Interim City Manager

SUBJECT: Measure "O" Half-Cent Sales Tax Review, Project Discussion, and Consideration of Additional Appropriations

RECOMMENDATION

That City Council:

1. Receive the Draft Measure O Community Report.
2. Approve Measure O funding for \$4,300,000 for projects identified in the staff report and authorize the City Manager to make the required budget appropriations.
3. Discuss and provide direction for new Measure O project funding options and authorize the City Manager to establish appropriate budgets for the approved projects and programs.

DISCUSSION

Background

On November 4, 2008, Oxnard voters approved Measure "O" for a ½ cent general purpose sales tax increase to be used to enhance City services. As a general purpose sales tax, Measure O only required a simple majority for passage; however, it achieved 65.1% approval from voters, nearly two-thirds support.

Approximately \$30 million in Measure O funding has been collected since April 1, 2009 funding various projects consistent with the intent of residents and the City Council's approved priorities for clean, safe, prosperous, and attractive neighborhoods. While the current economic and financial challenges present a dichotomous situation: on the one hand, reducing spending to balance the budget,

and on the other, continuing to enhance services with Measure O funds, the City Council has consistently honored its commitment to use Measure O revenues as follows:

"To protect, maintain, and **enhance vital city services** including police, fire and emergency response, increasing street paving and sidewalk/pothole repair to improve traffic flow, expanding youth recreation, after-school and anti-gang prevention programs, acquiring property for parks/open space preservation, upgrading storm water drains, improving senior services, increasing building code compliance, and other general city services".

A key provision is to protect vital City services impacted by the State's actions to reduce revenues owed to the City.

On April 12, 2011 City Council held a Study Session to discuss long-term Measure O funding and conceptually approved a funding allocation based on community input and City Council priorities. This continues to serve as the guiding funding paradigm for Measure O projects based on available funding. On May 17, 2011, City Council approved the new Fire Station 8 at College Park, the Public Safety Computer Aided Dispatch and Records Management System (CAD/RMS), and 16 police officers to enhance community policing. On November 15, 2011 City Council received a report and authorized staff to continue with a number of previously approved Measure O projects, from street repair to after-school programs. Council asked staff to return with additional projects for City Council consideration, including specific projects ranging from funding for a Senior Center study to additional funding for Del Norte Road improvements. Attachment 1 summarizes City Council approved projects and programs including Fiscal Year 2012-13 annual funding amounts.

On February 23, 2012 the Measure O Citizen Oversight Committee met and reviewed Measure O expenditures and the Measure O financial audit. The committee also reviewed and made comments on the draft "Measure O Community Report" (included for City Council's review as Attachment 2). The Community Report is intended to inform the community of Measure O activities. In conjunction with the City's website Oxnardnews.org, and on-going efforts of the Public Information Officer's team, staff continues to provide multi media outreach on Measure O activities.

Current Considerations

Use of Measure O funding to restore State takeaways is incorporated in Measure O's Ordinance, and an appropriate use of the funding. Based on direction from City Council, staff will present more detailed information on the plan to transition long-term on-going Measure O costs to the general fund.

Based on priority concerns expressed the City Council as well as community groups \$4.3 million in Measure O funding is recommended as follows:

- Enhancing facilities and programs for Oxnard seniors that would provide for a new facility or upgrading existing facilities depending on what best meets the needs of the

senior community. An allocation of \$100,000 would fund the preliminary work on this effort. An additional \$100,000 is recommended various senior services acquisitions and repairs.
• Similarly, funding of \$100,000 for preliminary work on a youth/teen center is recommended. While such a facility may be co-located with a senior center, to provide savings on land and infrastructure costs, a shared space in a single facility would not necessarily provide the best solution for meeting the needs of seniors and youth.
• Funding for major street repair projects. Priority projects include Del Norte and Tierra Vista Neighborhood. Funding is recommended in the amount of \$1,600,000 toward Del Norte Reconstruction to match Federal grant funds and \$2,000,000 toward Tierra Vista Resurfacing in conjunction with improvements funded from storm drain fees in that neighborhood.
• Funding for the Fire Department Training Academy of \$400,000.
TOTAL \$4,300,000

From time to time, requests for Measure O funding have been expressed individually by Councilmembers or the public. Staff is seeking direction/approval of the use of Measure O for additional projects of interest.

FINANCIAL IMPACT

Since the Measure O ½ cent sales tax became effective in April 2009, nearly \$30 million has been collected and accrued through March 2012 with an additional \$250,000 in interest earnings. A total of \$36 million has been allocated by City Council through FY 2011-12. Annual revenues are estimated to be at least \$11 million.

Attachment #1 – Council Approved Projects and Program Allocations for Prior Years and Annual Allocations beginning in FY 2012-13

Attachment #2 – Draft Measure O Community Report

Measure "O" 1/2 Cent Sales Tax
Council Approved Projects and Programs Allocations for Prior Years and
Annual Allocations beginning in FY 2012-13

Department/Description	Prior Allocations	Annual Allocation (2012-13)
City Manager's Office		
Alliance Safety Blueprint - Youth Development	200,000	-
Development Services		
Intelligent Traffic System (ITS)*	3,500,000	100,000
Fire		
Fire Station 8 at College Park**	8,514,000	-
Fire Station Asphalt Replacement (Stn. 1, 2 & 4)	305,000	-
Police		
CAD/RMS	1,800,000	800,000
Enhanced Community Policing	2,553,390	2,034,000
Public Works		
Alley Reconstruction	1,000,000	1,000,000
Roadway Repair	1,662,000	500,000
General Services		
Campus Park Phase I	380,000	-
Campus Park Phase II	470,000	-
College Park Project - Phase IC	12,926,400	600,000
Del Sol Park Walking Track	205,000	5,000
East Village Park	20,000	-
Community Center Park West Snackbar Demolition and Reconstruction	400,000	5,000
Durley Park Snackbar Demolition and Reconstruction	100,000	-
Sports Park Project	150,000	-
TAGRS Graffiti Software System	100,000	-
Recreation		
City Corps Townkeeper Program	700,000	550,000
PAL	200,000	200,000
Preschool to You Program Enhancement	305,000	135,000
Community Based Organization Contributions	300,000	150,000
Oxnard Tennis Center Courts Resurfacing	74,900	-
South Oxnard Center Floor Replacement	62,132	-
Total	35,927,822	6,079,000

Note: highlighted projects have been completed.

* ITS design and program develop costs have been charged to EECBG grant and Traffic Impact Funds.

** Project anticipated to be implemented with design-build finance resulting in future lease payments.

ATTACHMENT NO. 1

PAGE 1 OF 1

COMMUNITY REPORT



On November 4, 2008 Oxnard voters approved Measure "O" for a ½ cent sales tax increase to be used to enhance City services. Measure "O" revenue collection began on April 15, 2009.

Measure O funding is allocated to programs and projects that have been reviewed and approved by the City Council. The first allocation provided funding for a variety of community enhancements, including: Roadway and alley repair, new park design, current park enhancement, upgrades to the intelligent traffic system and graffiti program, fire station enhancements, Tennis Center resurfacing, South Oxnard Center re-flooring, and various youth programs. Potential future projects include a new Senior Center and various street improvements.

½¢ Sales Tax Collected

Dec. 31, 2011 —

Jan. 2011 —

Jan'y 2010 —

Apr. 15, 2009 —

\$27M
Collected

1/2 CENT SALES TAX

Allocated/Expended/ Under Contract

\$36M
Allocated
By Council

\$14M
Expended or
Under Contract

DRAFT

Allocation Details

\$400,000 - PAL & Youth Development

\$3.5M - Traffic Signal System

\$8.8M - Fire Service

\$4.4M - Police Department

\$2.7M - Roadway Repair

\$14.6M - Parks

\$100,000 - Graffiti Software

\$700,000 - City Corps

\$300,000 - Community Based Organizations

\$305,000 - Preschool To You Program

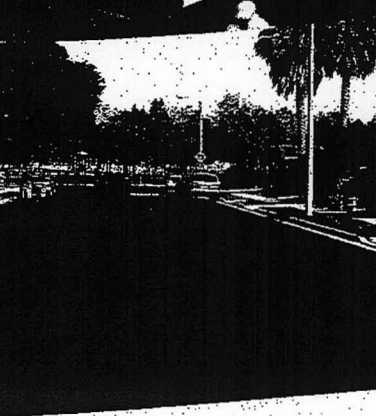
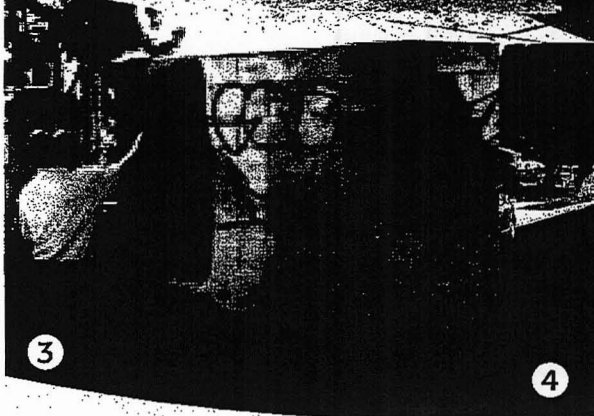
\$137,000 - Facilities Improvements

DRAFT



Measure 0 Projects

 DRAFT



 DRAFT

1. Street Repair with new Cold Planer
2. College Park - Phase 1C

3. City Corps - Townkeeper Program
4. Road Repair - Erica Pl.

5. Oxnard Tennis Center - Court Resurfacing
6. South Oxnard Center - Floor Replacement

ATTACHMENT 2
PAGE 2 OF 2

City of Oxnard
Measure O 1/2 Cent Sales Tax
Statement of Revenues, Expenditures, and Changes in Fund Balances

Unaudited

	For the Year Ended:			
	June 30 2012	June 30 2011	June 30 2010	June 30 2009
REVENUES				
Taxes	\$ 12,222,039	\$ 11,161,453	\$ 8,908,667	\$ 1,974,894
Interest Earnings	136,893	167,320	83,388	-
Other	20,870			
Total revenues	12,379,802	11,328,773	8,992,055	1,974,894
EXPENDITURES				
State Board of Equalization*	-	-	(8,820)	26,291
Parks & Open Space	8,507,030	3,314,685	-	-
Traffic & Road Improvements	998,539	637,450	11,007	-
Public Safety & Gang Prevention/ Intervention	2,605,211	439,470	-	-
Recreation & Youth Programming	608,673	402,887	-	-
Total expenditures	12,719,453	4,794,492	2,187	26,291
Excess of revenues over (under) expenditures	(339,651)	6,534,281	8,989,868	1,948,603
Net change in fund balances	(339,651)	6,534,281	8,989,868	1,948,603
Fund balances, July 1	17,472,752	10,938,471	1,948,603	-
Fund balances, June 30	\$ 17,133,101	\$ 17,472,752	\$ 10,938,471	\$ 1,948,603
Encumbered	3,792,093			

* \$8,802 refunded by SBOE in FY 2009-10.

City of Oxnard
Measure O 1/2 Cent Sales Tax
Balance Sheet
June 30, 2012
Unaudited

ASSETS

Cash and cash equivalents	\$ 14,646,105
Due from other government	<u>3,022,800</u>
Total assets	<u><u>\$ 17,668,905</u></u>

LIABILITIES AND FUND BALANCES

Liabilities:

Accounts Payable	<u>535,803</u>
Total liabilities	<u>535,803</u>

Fund balances	<u>17,133,102</u>
---------------	-------------------

Total fund balances	<u>17,133,102</u>
---------------------	-------------------

Total liabilities and fund balances	<u><u>\$ 17,668,905</u></u>
-------------------------------------	------------------------------------