CITY OF
OXNARD
CALIFORNIA

Written materials relating to an item on this agenda that are distributed to the Committee 24 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
Special Meeting
Oxnard Public Library, Meeting Room B
251 South A Street
Oxnard, CA 93030
April 29, 2014
5:30 p.m.

A. Roll Call/Posting of the Agenda

B. Public Comments

C. At a special meeting, a person may address the Committee only on matters set forth on the agenda. The presiding officer shall limit public comments to three minutes per person.

D. Approval of Minutes

1. SUBJECT: Approval of the minutes of January 23, 2014.
RECOMMENDATION: Approve.

E. Presentations:

1. Update on Senior Services Measure O Projects.

2. Review of draft 2013 Measure O Community Report.

3. Update on City Council approved Measure O Funding.

F. Future Agenda Items

G. Adjournment to Thursday, August 28, 2014 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 24 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

CITY OF
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NOTICE OF SPECIAL MEETING OF THE
MEASURE O CITIZEN OVERSIGHT COMMITTEE

NOTICE IS HEREBY GIVEN that a special meeting of the Measure O Citizen Oversight Committee is called to be held on Tuesday, April 29, 2014, at 5:30 p.m., at the Oxnard Public Library, Meeting Room B, 251 South "A" Street, Oxnard, California.

The Measure O Citizen Oversight Committee will consider the items on the attached agenda.

DATED this 24th day of April, 2014.

Martin R. Erickson
Deputy City Manager

STATE OF CALIFORNIA)
COUNTY OF VENTURA) ss.
CITY OF OXNARD)

AFFIDAVIT OF POSTING NOTICE

I, Lourdes A. Lopez, Administrative Assistant, declare:

I posted the NOTICE OF SPECIAL MEETING at 3:35 p.m. at a conspicuous place near the door of the Council Chambers.

I declare under penalty that the foregoing is true and correct.

Executed this 24th day of April, 2014.

Lourdes A. Lopez
Administrative Assistant

MINUTES

Measure O Citizen Oversight Committee
Regular Meeting
January 23, 2014

A. Roll Call

At 5:30 p.m., the regular meeting of the Measure O Citizen Oversight Committee convened in the Oxnard Public Library, Meeting Room B. Commissioners Charles Hookstra; Steve Cripps; Deirdre Frank, David Garcia; Nancy Lindholm; and Joseph M. Munoz were present. Commissioners Kay Larae Brainard and Joe Milligan were absent. The Recording Secretary stated that the agenda was posted on Thursday. Chairman Hookstra presided and called the meeting to order. Staff members present were: Martin R. Erickson, Deputy City Manager; Stephen Fischer, Interim City Attorney; Jim Cameron, Chief Financial Officer; Matthew Winegar, Development Services Director; Jason Benites, Assistant Police Chief; Christina Aerenlund, Public Information Officer; and Luly López, Recording Secretary.

B. Public Comments

Steve Nash thanked the Commissioners for their volunteerism to this committee.

The Deputy City Manager welcomed Commissioner Deirdre Frank and staff introductions were made.

C. Approval of Minutes

1. SUBJECT: Approval of the minutes of October 3, 2013.
   RECOMMENDATION: Approve.
   ACTION: Vice-Chair Lindholm moved approval as recommended. Commissioner Munoz seconded, and the motion carried. Commissioner Frank abstained.

D. Presentation on:

1. SUBJECT: Update on City Council Measure O Discussion from October 8, 2013 City Council Meeting.
   DISCUSSION: The Deputy City Manager stated that the City Council did receive the letter from the Measure O Oversight Committee expressing concern about the use of Measure O funds for one-time funding for non-profit uses. He stated that City Council would like to allocate additional funding for street and alleyway repair.
   ACTION: The Committee received the report.

2. SUBJECT: Update on Measure O Public Safety Funding (CAD/RMS System and Enhanced Police Services)
   DISCUSSION: The Assistant Police Chief gave an overview of the old CAD/RMS system that the Police and Fire Departments have been using since 1999 and discussed the challenges they faced. He stated that effective law enforcement requires timely communication and data sharing. The new system allows for sharing common hardware and software platforms and will provide for more effective and efficient emergency response handling by better coordinating, communicating, and sharing of vital information amongst multiple partners.
   ACTION: The Committee received the report.

At 6:05 p.m., the Measure O Oversight Committee adjourned to the City's Development Services Permit Center.

3. SUBJECT: Update on Measure O Intelligent Traffic Solutions (ITS) Project.
   DISCUSSION: Jason Samonte, Traffic Engineer described the ITS Project which connects most signals to a central computer and allows real time management of traffic. The ITS system will improve mobility and safety for the traveling public. The project consisted of installation of new conduit citywide, fiber optic cables, upgrade traffic signal equipment, and traffic surveillance cameras. There are 18 closed circuit cameras and 60 video detection cameras citywide.
   ACTION: The Committee received the report.

At 6:15 p.m., Vice-Chair Lindholm was excused.

E. Future Agenda Items

It was suggested that staff provide an update on Senior Services Programs and meet again before the August meeting.

F. Adjournment

At 6:36 p.m., the Measure O Citizen Oversight Committee concurred to adjourn the meeting to August 28, 2014 at 5:30 p.m.

Luly A. López
Recording Secretary

Charles Hookstra
Chairman

Community Report

Measure O

City of Oxnard Vital Services Measure:

To protect, maintain, and enhance vital services including police, fire, emergency response, expanding youth recreation, after school and anti-gang prevention programs, acquiring property for parks/open space preservation, upgrading stormwater drains, improving senior services, increasing code compliance, and other general services - shall the sales tax be increased by one half cent for twenty years only, with citizen oversight and independent financial audits?

DRAFT

DRAFT

Measure O Projects

1. Del Sol Park - Walking Path
2. Road Repair - Doris Avenue
3. Road Repair - 5th Street
4. Road Repair - 5th Street
5. Intelligent Traffic System (ITS)
6. Fire Services

AGENDA ITEM E-2

Community Report

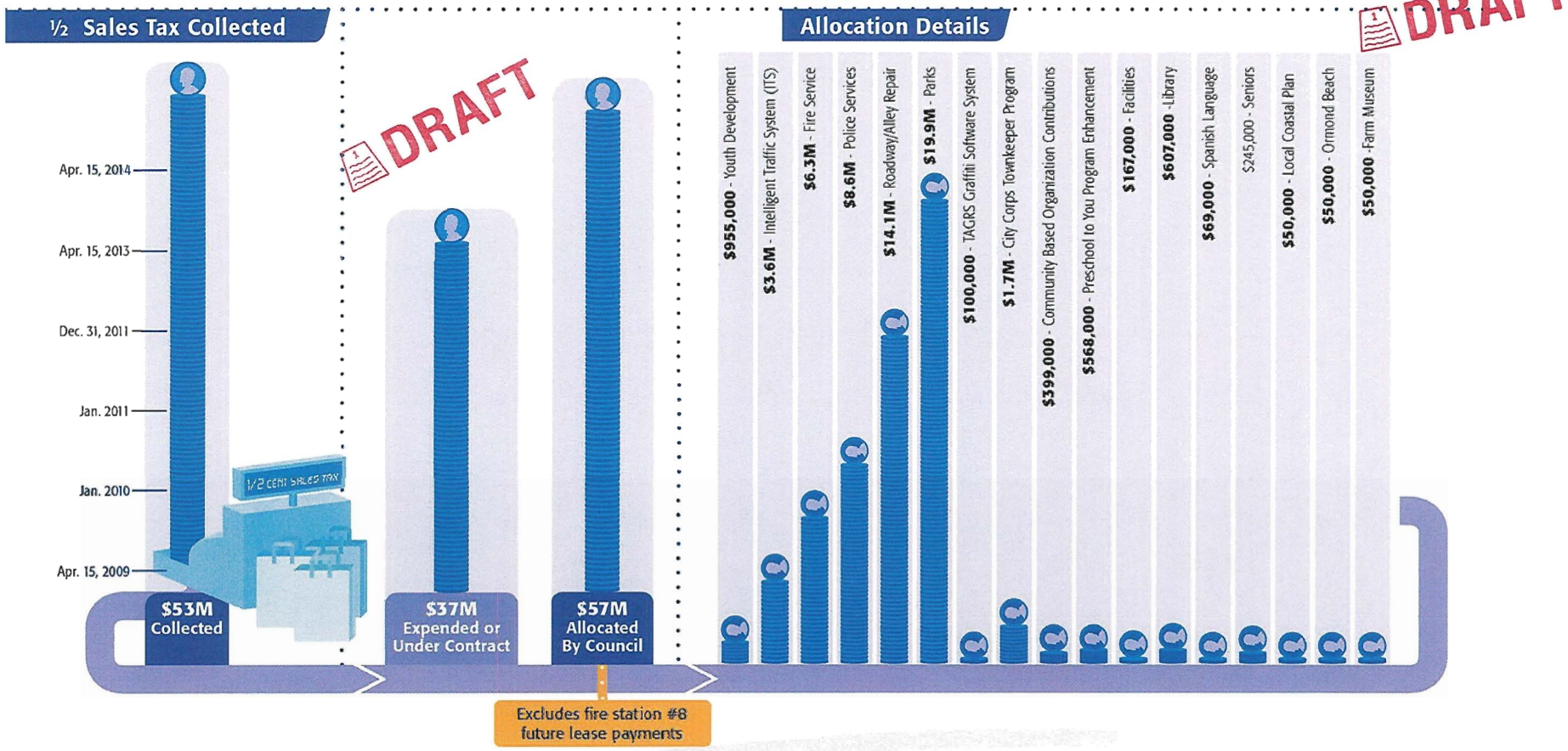
Measure O

City of Oxnard Vital Services Measure:

To protect, maintain, and enhance vital services including police, fire, emergency response, expanding youth recreation, after school and anti-gang prevention programs, acquiring property for parks/open space preservation, upgrading stormwater drains, improving senior services, increasing code compliance, and other general services - shall the sales tax be increased by one half cent for twenty years only, with citizen oversight and independent financial audits?

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. Funding allocations provided 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.



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Finance Department

CITY OF OXNARD CALIFORNIA

CITY OF OXNARD CALIFORNIA

AGENDA ITEM E-3

Meeting Date: 02 / 11 /14

ACTION	TYPE OF ITEM
☒ Approved Recommendation	☐ Info/Consent
☐ Ord. No(s).	☐ Report
☐ Res. No(s).	☐ Public Hearing (Info/consent)
☒ Other Directed STAFF to fund projects with report of Bi-funk before Funding (3-2)	■ Other Appointment Item – 6:30 pm

Prepared By: Martin R. Erickson, Deputy City Manager MRE Agenda Item No. J-1

Reviewed By: City Manager KRB City Attorney SMF Finance JC Other *(Specify)*

DATE: February 3, 2014

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 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.

More than $50 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 conditions present a challenging 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".

The FY 2013-14 Budget includes $9.8 million of Measure O funding to complete projects and programs previously approved by the City Council. This includes appropriations approved by Council in July 2013 for Street repair, Firefighter training, College Park recreational programming, and East Village Park. Based on unaudited financial statements, $14.7 million of Measure O will be available at the start of FY 2013-14 to fund the $9.8 million. This would leave a balance of $4.9 million. In addition, FY 13-14 revenues are anticipated to be $11 to $12 million, of which $9.1 million has been budgeted.

On October 8, 2013 Council discussed the use of the $4 million in available one-time funds. After a broad discussion on potential Measure O projects, Council reached a consensus on the following issues: 1. Significant funding for street repair; 2. Improvements to various park restrooms; 3. Updates to critical library IT systems; and 4. An allocation of funding for Ormond Beach enhancements. In addition to the discussion on one-time funded projects, Council discussed the issue of funding for community based organizations (CBO's) and non-profits, as well as items requiring on-going funding commitments, such as additional Code Enforcement staff.

Current Considerations

After lengthy discussion during the October 8 meeting, City Council reached consensus that the greatest need for one-time Measure O funding was street repair projects. Attachment 1 lists the streets with the greatest need based on the standard pavement index. Street work alone could benefit from the full $4 million. In a review of Parks restrooms, General Services identified Thompson Park as a good candidate based on feedback from the neighborhood. The cost of a restroom at this location is estimated to be $400,000.

The Integrated Library system discussed in October is estimated to cost $500,000 including upgrades to existing computers. The current system and hardware is no longer supported by the vendor and does not meet today's technology requirements. Finally, funding for CBO's may be appropriate to consider; however, since the October 8 Council meeting, significant funding has been made available for CBO's and non-profits by the City Council through the Annual Action Plan (CDBG). This item was brought to City Council on December 10, 2013 for its first public hearing, and will make available through a competitive basis $327,867 of Community Development Block Grant (CDBG) funding to CBO's and non-profits for FY 2013-14. Consideration of allocating additional Measure O funding toward CBO's and non-profits should be viewed in the context of this available funding. Moreover, this CDBG funding would be in addition to the current $150,000 of Measure O for youth at-risk programming as well as non-profit programming for seniors and other community needs. Also, related to the Ormond Beach enhancements, staff is recommending an allocation of $50,000 to begin the process of updating Oxnard's Local Coast Plan (LCP), in order continue the process without any further delay.

Additionally, the Measure O Citizen Oversight Committee (COC) met on October 3rd and voted to send a letter to the City Council expressing their concern over Measure O funding being allocated to individual non-profits. The letter from the COC is included in Attachment 2. The COC also met on January 23, 2014.

Based on City Council direction and input from the previous meeting, staff is proposing the following funding allocation of $4 million for City Council consideration:

Street Repair	$3,000,000
Library Improvements	$500,000
Restroom (Thompson Park)	$400,000
Funding for initial stage of Local Coastal Plan (LCP) update	$50,000
Allocation to Ormond Beach enhancements	$50,000
Total	$4,000,000

In the short-term, there is limited Measure O capacity for on-going funding of new programs or for capital projects that have ongoing maintenance and operational costs. Approximately $2 million is available at this time for on-going programs. In the future this will increase as anticipated economic growth allows for the general fund to absorb previously approved programs.

FINANCIAL IMPACT

Since the Measure O ½ cent sales tax became effective in April 2009, more than $50 million has been collected and accrued through December 31, 2013 with an additional $445,000 in interest earnings. FY 2013-14 revenues are estimated to provide $11 to $12 million. Just under $51 million has been allocated by City Council, not including the construction of Fire Station 8 which was approved for lease financing. There is approximately $4.9 million available from FY 2012-13 available for appropriation; however, it is recommended that $1 million be retained in fund balance.

Attachment 1 – Street Repair Projects
2 – Letter to City Council from Measure O Citizen Oversight Committee

Future Residential Resurfacing Projects	Total Project Cost
La Colonia Neighborhood Resurfacing Ph 1	$2,500,000
Hobson Park West Neighborhood Resurfacing	$1,400,000
La Colonia Neighborhood Resurfacing Ph 2	$3,200,000
Pleasant Valley Estates Neighborhood Resurfacing	$3,100,000
La Colonia Neighborhood Resurfacing Ph 3	$2,500,000
Fremont North Neighborhood Resurfacing	$1,700,000
College Estates Neighborhood Resurfacing	$1,800,000
Sierra Linda Neighborhood Resurfacing	$3,300,000
Orchard Park Neighborhood Resurfacing	$1,600,000
South Bank Neighborhood Resurfacing	$1,600,000
Rio Lindo Neighborhood Resurfacing	$2,900,000
Windsor North River Ridge Neighborhood Resurfacing	$2,300,000
Bryce Canyon South Neighborhood Resurfacing	$1,300,000
Channel Islands Neighborhood Resurfacing	$2,000,000
Total Future Residential Resurfacing Project Cost	$33,000,000

Note: Estimated total project cost in 2013 dollars.(not adjusted for inflation or escalation) and Streets only (without significant concrete or traffic improvements) except for LA Colonia project which includes ADA & parkway improvements

Assumptions:
Oil (asphalt) prices remain low
City staff perform all engr, design, inspection, CM, etc.
City crews perform some work
Concrete work is limited to bare minimum

Measure O Citizen Oversight Committee

300 West Third Street
Oxnard, CA 93030
(805) 385-7430
Fax (805) 385-7595
www.ci.oxnard.ca.us

CITY OF OXNARD CALIFORNIA

October 8, 2013

Mayor Flynn and Members of the City Council:

At the Measure O Citizen Oversight Committee (COC) meeting held on October 3, 2013, and after discussion of the Measure O allocations made to date, the COC thought it important to improve communications and provide feedback to the City Council on the use of Measure O appropriations. The COC voted unanimously to report regularly to the City Council beginning with this letter.

The COC has met six times since the first appropriation of Measure O funds to Street Repairs. At those meetings, the COC heard from various departments on key projects and programs including Public Safety, street maintenance, and the Intelligent Traffic System. In addition, the COC has received regular updates on expenditures and reports from the City's independent auditor. The COC also held several discussions on the role of the COC and how it can best serve the City Council and the citizens of Oxnard.

While the COC understands its primary role is to determine that the Measure O expenditures are in accordance with Council appropriations and that the Measure O ballot language provides significant flexibility, the COC members have expressed concerns about potential and approved allocations in light of the priorities expressed by the City Council and the citizen surveys. Of particular concern was the allocation of Measure O funds to independent non-profit organizations that did not provide a significant and direct benefit to the community.

At the October 3rd meeting, the COC consensus was that the City Council's allocation of $50,000 to the Oxnard Farm Museum was not consistent with the purpose of Measure O. While the COC believes the Farm Museum is an important and worthy project, we are concerned such funding may set a precedent to fund other non-profit organizations, diverting money from critical projects and programs.

The COC also plans to take a more proactive role communicating not only with the City Council, but other community and civic groups, in accordance with its role as a liaison between the City Council and the community in matters related to Measure O issues.

Measure O has generated over $45 million in revenue, bringing many needed enhancements. Nearly five years into the passage of Measure O by the voters, we appreciate that City Council

ATTACHMENT 2
PAGE 1 OF 2

has made great efforts to follow the intent of the voters and direct Measure O funding toward "enhancements", despite the worst economic environment since the Great Depression.

We look forward to fulfilling the critical oversight role established for our committee, and to continuing this constructive dialogue.

Sincerely,

Chuck Hookstra
Chair

Cc: Members of the Measure O Citizen Oversight Committee
Karen R. Burnham, Interim City Manager

ATTACHMENT 2
PAGE 2 OF 2

Measure O ½ Cent Sales Tax
Consideration of Programs and Projects

City Council Appointment Item

February 11, 2014

CITY OF OXNARD CALIFORNIA

Purpose of Presentation

- Review Council Meeting and discussion of Measure O from October 8, 2013 City Council Meeting.
- Discuss and provide direction for programming one-time $4 million Measure O revenue balance

Background

- Half-cent general purpose sales tax approved by voters Nov. 2008 to enhance services to the community (received 65.1% approval).
- Approximately $50 million collected since April 2009; annual revenues are estimated to be between $11-12 million.
- Only the cities of Oxnard and Port Hueneme have successfully passed sales tax measures in Ventura County.
- Measure O will sunset in 2029.

City of Oxnard Vital City Services Measure

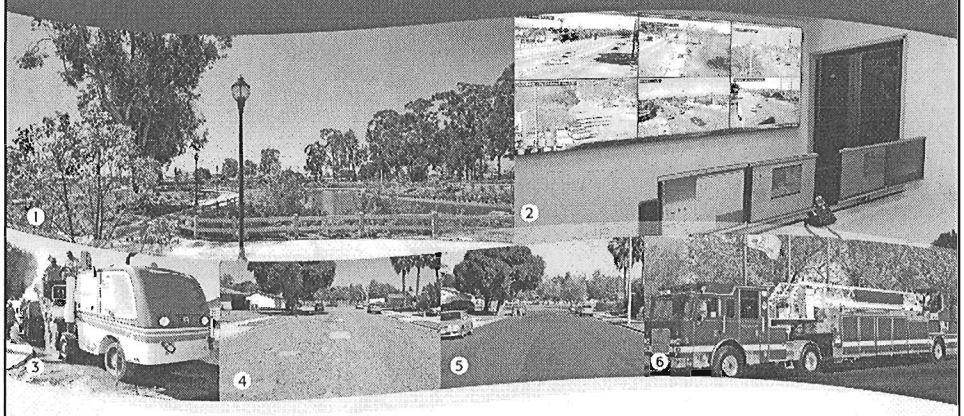
To protect, maintain, and **enhance vital services** including Police, Fire and emergency response, increasing street paving/pothole repair to improve traffic flow, expanding youth recreation, after school and anti-gang prevention programs, acquiring property for parks/open space preservation, upgrading stormwater drains, improving senior services, increasing code compliance, and other general services – shall the sales tax be increased by one half cent for twenty years only, with citizen oversight and independent financial audits?

Measure O Oversight Committee

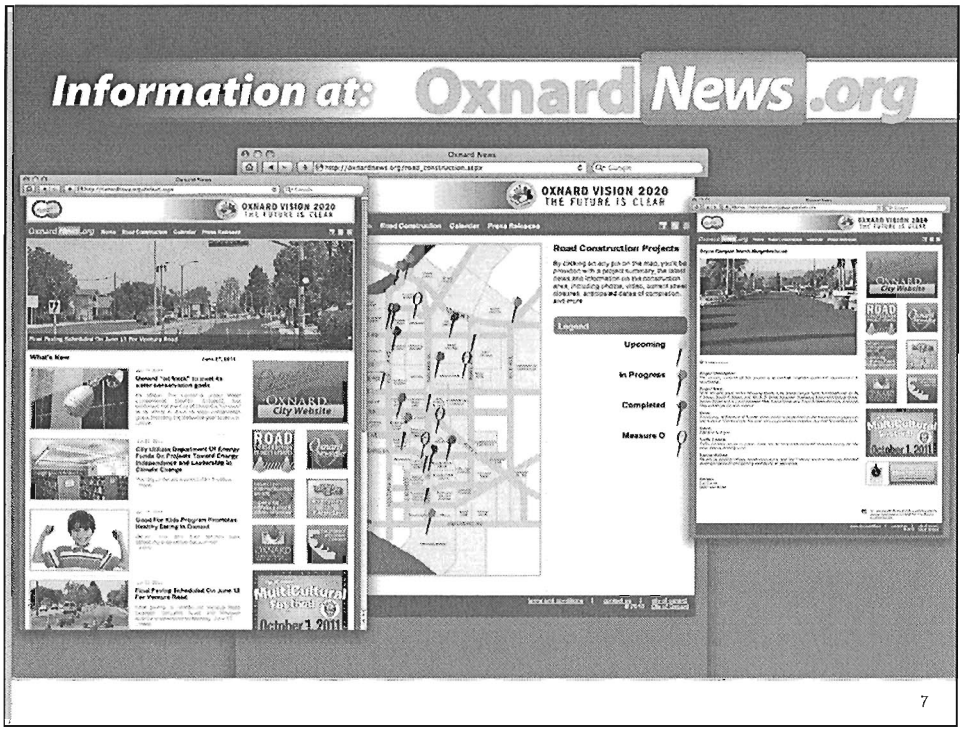
The Measure O Citizen Oversight Committee was created by City Council:

- Reviewed Measure O expenditures and receive the independent Measure O financial audit.
- Reviewed and provided input to the annual Measure O community report.
- Oversight Committee met on October 3, 2013, and on January 23, 2014

Measure O Projects



1. **College Park**
2. **Intelligent Traffic System** (ITS)
3. **Road Repair** - Cold Planer
4. **Road Repair** - Street (Before)
5. **Road Repair** - Street (After)
6. **Fire Services**



7

Council Priority Project Funding

Proposed allocation of <u>one-time</u> fund balance for priority projects previously identified by Council:

Street Repair	$3,000,000
Library System Upgrade	500,000
Restroom (Thompson Park)	400,000
Funding for initial stage of Local Coastal Plan (LCP) update	50,000
<u>Allocation to Ormond Beach Enhancements</u>	<u>50,000</u>
TOTAL	**$4,000,000**

Retain $900,000 in fund balance.

8

Priority Street Projects

La Colonia Neighborhood Resurfacing Ph 1	$2,500,000
Hobson Park West Neighborhood Resurfacing	$1,400,000
La Colonia Neighborhood Resurfacing Ph 2	$3,200,000
Pleasant Valley Estates Neighborhood Resurfacing	$3,100,000
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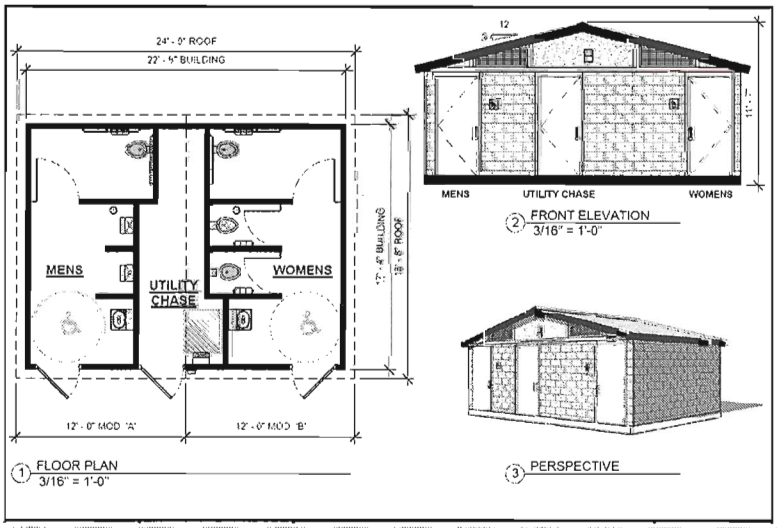
Windsor North River Ridge Neighborhood Resurfacing	$2,300,000
Bryce Canyon South Neighborhood Resurfacing	$1,300,000
Channel Islands Neighborhood Resurfacing	$2,000,000

Total = $33 million

Restroom at Thompson Park



Restroom at Thompson Park

CITY OF OXNARD
3 STALL - RESTROOM BUILDING
Construction Estimate of probable cost, prepared 02/11/2014,
**Does not include removal of an existing Restroom

Item #	Item Description	Quantity	Unit	Item Total
1	Mobilization	1	LS	$5,000
2	GRADING / SITE WORK – INCLUDING OVER EXCAVATION AND RECOMPACTION FOR BLDG.	1	LS	$25,000
3	Water & Sewer Service Connections	1	LS	$13,000
4	Electrical Service	1	LS	$10,000
5	FURNISH PRE-FAB RESTROOM BUILDING	1	LS	$90,000
6	Delivery of building and installation	1	LS	$40,000
7	Includes 3 mens stalls, 3 womens stalls 1 lav in each, drinking fountain, wood (cement board) siding, standing seam metal roof.			
8	INSTALL CONCRETE PATIO-(ADA ACCESS), including ramps..	1	LS	$10,000
	Sub Total			$193,000
	Contractor Profit and Over head	10%		$19,300
Total Estimated Construction Cost				$212,300
ADDITIONAL PROJECT COSTS				
9	LANDSCAPING - Optional	1	LS	$10,000
10	Calleguas and United Water tap fees	2	LS	$12,000
11	Utility Connections Fees ((including SCE plans and Service Fee)	3	LS	$7,500
12	ADA Upgrade to site, parking and main building, required by code: 20% required by Development Services to the existing facility or Park	20%	EA	$42,460
13	Plan Check and Permit Fees/Inspections, Soil Analysis, Project Management	10%	EA	$21,230
14	Project Contingency	10%	EA	$21,230
15	Architect and Engineering FEES			$30,000
Total Estimated Additional Costs				$144,420
	TOTAL ESTIMATED PROJECT COSTS			$356,720

Council Priority Project Funding

Library System Upgrade:

Integrated Library System (ILS) software	$235,000
Consultant fee	$ 45,000
120 Public computers, (software, filters, and printers)	$120,000
70 staff computers (receipt/desk printers, hand scanners)	$100,000
TOTAL	**$500,000**

Conclusion

Discuss and provide direction for programming one-time $4 million Measure O revenue balance.

CITY OF OXNARD CALIFORNIA